



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JUNE 11, 2019 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Steve Brannon, Faith Baptist Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, June 13 at 7 p.m.

Historic Preservation Commission, June 17 at 7 p.m.

Bartlett Arts Council, June 18 at 6 p.m.

BPACC Advisory Board, June 18 at 6 p.m.

Special-called Bartlett Station Commission, June 19 at 7:30 a.m.

RECOGNITIONS

Check presentation to Muscular Dystrophy Association from Fire Department

The reserve and full-time firefighters presented a check for \$20,000 to the Muscular Dystrophy Association. The fund were raised through the Fill the Boot campaign; this is the first year full-time employees participated in the fundraiser.

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the May 28, 2019 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [5 TO 0]
MOVER:	Bobby Simmons, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick
ABSTAIN:	Elliott

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

1. Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets.

No one spoke for or against Ordinance 19-02.

Adjourned at 7:12 p.m.

2. Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019.

No one spoke for or against Ordinance 19-03.

Adjourned at 7:13 p.m.

UNFINISHED BUSINESS

- 1 **Third Reading of Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)**

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 2 **Third Reading of Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019. (Dick Phebus, Director of Finance)**

The City's property tax rate will remain at \$1.83.

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 1 Special event permit for St. Ann Fall Fest. (Jim Brown, Director of Code Enforcement)**
The event will be held on Thursday, October 17 from 6 to 10 p.m. and Saturday, October 19 from 10 a.m. to 10 p.m. at St. Ann Catholic Church.
- 2 Sixth-year renewal of water tank maintenance project. (Rick McClanahan, Director of Engineering)**
Recommend awarding Year Six of water tank maintenance project to Utility Service Company, Inc., in the amount of \$103,577.69. Funds are available in Account 510.51051200.945.
- 3 Purchase 15 programmable school zone flashing light systems. (Rick McClanahan, Director of Engineering)**
Request authorization to purchase 15 programmable school zone flashing light systems from Temple, Inc. at a total cost of \$43,295.90. Temple, Inc. is a sole-source provider. Additionally recommend Shelby Electric install the lights at a total cost of \$4,189.50, plus a contingency amount of \$2,514.60. Total project cost will not exceed \$50,000.00. Funds are available in Account 121.48121.979.
- 4 Bid for the Covington Pike sewer project. (John Horne, Assistant Director of Engineering)**
Recommend accepting the lowest bid from B & C Construction in the amount of \$808,736.70, plus a contingency of \$80,874.00, plus \$10,389.30 for field testing, for a total cost of \$900,000.00. Funds are available in Account 312.48312.780.81151.
- 5 Bid for renovation of Municipal Park restrooms. (Shan Criswell, Director of Parks and Recreation)**
Recommend accepting the lowest bid from B&B Specialty Contractors at a total cost of \$294,379.00. Funds are available in Accounts 311.48311.780.51618 and 51619.
- 6 Bid for one 2019 Chevy Tahoe. (Glen Williamson, Chief of Police)**
Recommend accepting the lower bid from Freeland Chevy at a cost of \$36,630.65. Funds are available from Account 110.42100.935.

NEW BUSINESS**1 Resolution 15-19, a resolution to delete uncollectible accounts from utility customers accounts receivable. (Dick Phebus, Director of Finance)**

Mr. Phebus noted that this annual resolution to write off uncollectible accounts totals \$34,965.75, which is a considerable decrease from last year's write offs totaling \$51,869.63.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

2 Property, general liability, auto, worker's compensation, and other insurance renewals. (Dick Phebus, Director of Finance)

Mr. Phebus pointed out that the Bartlett City Schools will pay their own general liability insurance. For all other policies, the school system will join the City.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

OPEN DISCUSSION

BPACC Director Michael Bollinger invited the public to Music by the Lake at Appling Lake Friday, June 14 from 6 to 9 p.m. In addition to live music, there will be food trucks and a pop-up library.

ADJOURNMENT

Meeting adjourned at 7:19 PM



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MAY 28, 2019 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Absent, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Michael Blaylock, Calvary Baptist Church

FUTURE MEETINGS

Family Assistance Commission, June 3 at 6 p.m.

Planning Commission, June 3 at 7 p.m.

Bartlett Station Commission, June 5 at 7:30 a.m.

City Beautiful Commission, June 6 at 6:30 p.m.

Bartlett Historical Society, June 10 at 7 p.m.

RECOGNITIONS

Distinguished Budget Presentation Award

Mayor McDonald recognized Dick Phebus and the Finance Department for receiving the Government Finance Officers Association's Distinguished Budget Presentation Award.

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the May 14, 2019 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick

Minutes Acceptance: Minutes of May 28, 2019 7:00 PM (MINUTES ACCEPTANCE)

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

- I. Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District.

No one spoke for or against Resolution 10-19.

Adjourned at 7:07 p.m.

UNFINISHED BUSINESS

- I **Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District. (Kim Taylor, Director of Planning and Economic Development)**

Planning Director Kim Taylor explained that this consumer lending and tax preparation establishment is currently located at 2965 N. Germantown Road. The Board of Mayor and Aldermen approved the special use permit in 2010 for this location. The business would like to relocate to 2864 Stage Road for better visibility. Both zoning districts are Highway Commercial, which requires a special use permit for this type of business.

The Planning Commission gave this resolution a favorable recommendation.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick

- 2 **Second Reading of Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)**

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 6/11/2019 7:00 PM
MOVER:	Jack Young, Vice Mayor	
SECONDER:	Bobby Simmons, Alderman	
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick	

- 3 **Second Reading of Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019. (Dick Phebus, Director of Finance)**

Minutes Acceptance: Minutes of May 28, 2019 7:00 PM (MINUTES ACCEPTANCE)

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 6/11/2019 7:00 PM
MOVER:	Bobby Simmons, Alderman	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick	

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick

- 1 Bid for lane addition on Brother Blvd at Highway 64. (Rick McClanahan, Director of Engineering)**
Recommend accepting the lower bid for Brother Blvd at US 64 Improvements from Encor, LLC in the amount of \$212,355.00, plus a contingency amount of \$37,645.00 for a total cost of \$250,000.00. The project is to add a second southbound left turn lane and lengthen the existing lane to allow more vehicles to stack outside of the thru lanes, as well as some associated signal modifications. Funds are available in Account 311.31148311.780.454.
- 2 Bid for traffic signal improvements at Stage and Elmore Park intersection. (Rick McClanahan, Director of Engineering)**
Recommend accepting the lower bid for Stage at Elmore Park Signal Improvements from Shelby Electric Company, Inc. in the amount of \$350,091.00, plus the alternate bid for an additional \$8,800.00, plus a contingency amount of \$61,109.00 for a total construction cost of \$420,000.00. In addition, recommend approving Pickering to conduct CEI services for this project in the amount of \$31,830.00. Funds are available in Signal Maintenance and CIP.
- 3 Treasurer's Report for April 2019. (Dick Phebus, Director of Finance)**

Budgeted Expenditures	\$84,464,781
Year-to-date Expenditures	\$71,889,713
Budgeted Revenues	\$84,464,781
Year-to-date Revenues	\$67,382,805

NEW BUSINESS

- 1 Appoint Joe Bledsoe to City Beautiful Commission. (A. Keith McDonald, Mayor)**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Parsons, Simmons, Young, Sedgwick

OPEN DISCUSSION

No one spoke during Open Discussion.

ADJOURNMENT

Meeting adjourned at 7:11 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of May 28, 2019 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

ORDINANCE (ID # 2544)

Meeting: 06/11/19 07:00 PM

Department: Finance

Category: Budget

Prepared By: Eric Phan

Initiator: Dick Phebus

Sponsors:

DOC ID: 2544

Ordinance 19-02, an ordinance to adopt the 2019-2020 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund And Capital Improvements Fund Budgets.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2019-2020 Fiscal Year for the City of Bartlett are as follows:

	Fiscal Year 19/20
GENERAL FUND EXPENDITURES:	
ADMINISTRATIVE:	
Legislative Board	\$ 865,387
Mayor's Office	\$ 814,472
Community Affairs	\$ 331,820
Building and Grounds	\$ 367,744
Bartlett Station Municipal Center	\$ 419,813
Library	\$ 1,385,360
Finance and Administration	\$ 1,751,101
City Court	\$ 1,129,422
Personnel	\$ 565,715
Planning and Economic Development	\$ 496,555
Total Administrative	\$ 8,127,389
PUBLIC SAFETY:	
Police Department	\$ 16,106,731
Fire Department	\$ 7,810,437
Ambulance Department	\$ 3,712,420
Code Enforcement	\$ 1,031,139
Total Public Safety	\$ 28,660,727
PUBLIC WORKS:	
Administration	\$ 602,096
City Shop	\$ 1,098,941
General Maintenance	\$ 1,719,610
General Services	\$ 322,601
Grounds Maintenance	\$ 1,537,446
Animal Control	\$ 872,377
Engineering Administration	\$ 433,440
Engineering & Inspection	\$ 645,333
Total Public Works	\$ 7,231,844
PARKS AND RECREATION:	
Administration	\$ 320,373

Community Center	\$	948,532	
Athletics	\$	812,194	
Maintenance	\$	1,636,216	
School Ground Maintenance	\$	353,508	
Senior Citizen Center	\$	465,812	
Recreation Center	\$	1,744,592	
Total Parks and Recreation	\$	6,281,227	
PERFORMING ARTS:			
Performing Arts Center	\$	724,634	
Total Performing Arts	\$	724,634	
OTHER GENERAL FUND ITEMS /TRANSFERS OUT			
Transfer Out Bartlett City School	\$	1,737,826	
Transfer Out Shelby County Board of Education	\$	608,193	
Transfer Out DARE Program	\$	33,000	
Transfer Out Drainage Fund	\$	100,000	
Transfer Out Debt Service	\$	3,055,000	
Total Transfers Out	\$	5,534,019	
TOTAL GENERAL FUND EXPENDITURES	\$	56,559,840	
GENERAL FUND REVENUES/TRANSFERS:			
Property Taxes	\$	26,380,000	
Local Taxes	\$	13,663,410	
Licenses & Privileges	\$	1,592,700	
Intergovernmental	\$	6,312,000	
General Charges for Services	\$	4,497,190	
Department Revenues	\$	1,626,279	
Court Charges	\$	1,945,000	
Other Revenue	\$	375,261	
Transfer In from General Improvement Fund	\$	168,000	
TOTAL GENERAL FUND REVENUES/TRANSFERS	\$	56,559,840	
SPECIAL REVENUE FUNDS EXPENDITURES			
Street Aid Fund	\$	2,585,000	
Solid Waste Fund	\$	7,185,191	
General Improvement Fund	\$	831,500	
Drug Enforcement Fund	\$	294,200	
DEA Enforcement Fund	\$	124,700	
Drainage Control Fund	\$	127,374	
Park Improvement Fund	\$	22,700	
E-Citation Fund	\$	38,400	
Bartlett City School Fund	\$	88,748,754	
TOTAL SPECIAL REVENUE FUNDS EXPENDITURES	\$	99,957,819	

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	96,869,519
Use of Fund Balance	\$	3,088,300

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES \$ 99,957,819

UTILITY FUND EXPENDITURES

Administration	\$	2,547,498
Water & Wastewater Services	\$	1,942,034
Plant Operations	\$	1,928,182
Sewer Treatment	\$	1,039,432
Total Utility Operation Expenditures	\$	7,457,146

Utility Debt -- Principal	\$	980,000
Utility Debt -- Interest & Charges	\$	244,570
Total Utility Debt Expenditures	\$	1,224,570

Transfer to Capital Improvement Fund	\$	650,000
Contribution to Fund Balance	\$	402,784

TOTAL UTILITY FUND EXPENDITURES **\$ 9,734,500**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	9,725,000
Department Revenues	\$	9,500

TOTAL UTILITY FUND REVENUES/SOURCES **\$ 9,734,500**

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	5,518,000
Interest and Other Charges	\$	3,214,551

TOTAL GENERAL DEBT SERVICE EXPENDITURES **\$ 8,732,551**

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	8,187,000
Use of Fund Balance	\$	545,551

TOTAL GENERAL DEBT SERVICE REV/SOURCES **\$ 8,732,551**

SECTION 2: SOLID WASTE FEE -- BE IT FURTHER ORDAINED that the Solid Waste Fee shall be \$30 per month for residential pickup; \$30 for 1 cart, \$35 for 2 carts, and \$40 for 3 carts for commercial pickup. Other charges for Solid Waste services are listed in the Solid Waste Fee Schedule found in Exhibit B and made part of this ordinance by reference. All monthly and separate fee charges shall become effective July 1, 2019.

SECTION 3: ELECTRONIC CITATION FEE -- BE IT FURTHER ORDAINED that the electronic traffic citation fee of \$5 authorized by T.C.A. 55-10-207(e) for each ticket that results in conviction is imposed in City Court effective July 1, 2019. The \$5 fee shall be distributed as follows: \$1 for the City Court Clerk, restricted use for computer hardware and related expenses as authorized in the above T.C.A. citation, and \$4 designated for Special Revenue E-Citation Fund and used for electronic citation system and related expenses for the City of Bartlett Police Department law enforcement activities. The E-citation fee will expire on June 30, 2024.

SECTION 4: CAPITAL IMPROVEMENT PLAN -- BE IT FURTHER ORDAINED that "Exhibit A" represents the capital improvements plan for the City of Bartlett, Tennessee. The items listed as 2019-2020 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years. Unexpended project revenues and expenditures/expenses for existing projects may be

administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

SECTION 5: CAPITAL IMPROVEMENT PLAN BORROWING -- BE IT FURTHER ORDAINED that the borrowing required as scheduled with the Capital Improvements Plan will take additional, specific authorization from the Board of Mayor and Aldermen in accordance with Tennessee Law.

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

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

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

	<u>Rates</u>
Residential -- City Customers -- The first 2,000 gallons	\$ 8.19
Residential -- City Customers -- each additional 1,000 gallons	\$ 1.64
Residential -- Rural Customers -- The first 2,000 gallons	\$ 11.09
Residential -- Rural Customers -- each additional 1,000 gallons	\$ 1.79
Commercial -- City Customers -- The first 2,000 gallons	\$ 16.89
Commercial -- City Customers -- each additional 1,000 gallons	\$ 1.79
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 24.14
Commercial -- Rural Customers -- each additional 1,000 gallons	\$ 1.93

SECTION 8: WATER/SEWER IN LIEU OF AD VALOREM TAX PAYMENTS -- BE IT FURTHER ORDAINED that the Treasurer is directed to transfer and deliver to the general fund from the Water/Sewer Department, revenues equivalent to the property tax rate per each \$100 of Net Book Value of assets of the Bartlett Water/Sewer Department in lieu of property taxes on the day and date regularly that property taxes are collected.

SECTION 9: BARTLETT CITY SCHOOL SPECIAL REVENUE AND CAPITAL BUDGET -- BE IT FURTHER ORDAINED that The Bartlett City Board of Education has approved and presented Special Revenue Funds for FY2019-20 for its Title Funds, School Nutrition Fund, Education Capital Projects Fund and other various funds administered by the Bartlett City Board of Education. These budget documents, "Exhibit B&C", are presented in the FY2019-20 Approved Special Revenue Budget and the FY2019-20 Approved Capital Budget documents as attached and made part of the enacting City of Bartlett budget ordinance by reference.

SECTION 10: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED that "Exhibit D" represents the fiscal year 2019-2020 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2019-2020. Any rate or fee not included in the attached 2019-2020 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 11: INTERNAL SERVICE FUNDS -- BE IT FURTHER ORDAINED that the Internal Service Funds for Health and Welfare and Worker's Compensation be continued, with the City's portion of the funding to be included in each fund's budget.

SECTION 12: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expire at June 30, 2020. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

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

SECTION 14: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2020 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, 2020.

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

SECTION 16: GENERAL FUND OPERATING RESERVES AT JUNE 30 -- BE IT FURTHER ORDAINED that the policy of the Board of Mayor and Aldermen establishes at 20%, the General Fund Balance as a percent of the next year's operations, and \$1,000,000 established as an emergency fund. Below this level, unspent budgets will accrue toward this. Amounts above this level may be used as directed by the Board.

SECTION 17: SEVERABILITY -- BE IT FURTHER ORDAINED that all Ordinances heretofore passed in conflict herewith are hereby repealed insofar as they are in conflict with this Ordinance.

SECTION 18: EFFECTIVE DATE -- BE IT FURTHER ORDAINED that this Ordinance becomes effective July 1, 2019.

FIRST READING: May 14, 2019

SECOND READING: May 28, 2019

THIRD READING: June 11, 2019

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

HISTORY:

05/14/19 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 05/28/19

05/28/19 Board of Mayor and Aldermen **APPROVED ON SECOND READING**
Next: 06/11/19

RESULT: **APPROVED ON THIRD AND FINAL RE [UNANIMOUS]**

MOVER: Jack Young, Vice Mayor

SECONDER: W.C. Pleasant, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 7,739,286	\$ 8,815,000	\$ 6,405,000	\$ 7,240,000	\$ 4,800,000	\$ 34,999,286
Capital Note	2,440,000	1,245,000	1,480,000	1,255,000	1,375,000	7,795,000
FD311 Use of Fund Balance	550,714	0	0	0	0	550,714
Transfer In from Park Imp. Fund	22,700	0	0	0	0	22,700
TDOT 80% match	440,000	6,120,000	2,620,000	4,500,000	0	13,680,000
Utility Bonds	0	1,725,000	1,250,000	400,000	400,000	3,775,000
Utility Retained Earnings	650,000	0	0	0	0	650,000
Total Funding Sources	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 60,000
City Hall Renovations	250,000	250,000	0	0	0	500,000
Transfer to Debt Service Fund	550,000	0	0	0	0	550,000
Total Administrative	\$ 830,000	\$ 250,000	\$ 30,000	\$ 0	\$ 0	\$ 1,110,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 470,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,210,000
Justice Center Maintenance	110,000	120,000	120,000	120,000	120,000	590,000
Total Police	\$ 580,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,800,000
<u>Fire</u>						
Fire Vehicles	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Fire Ambulances	210,000	0	220,000	0	220,000	650,000
Self-Contained Breathing Apparatus	550,000	0	0	0	0	550,000
Fire Truck	0	0	800,000	0	0	800,000
Total Fire	\$ 800,000	\$ 40,000	\$ 1,060,000	\$ 40,000	\$ 260,000	\$ 2,200,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000
Total Code Inspection	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 615,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,615,000
City Shop	2,650,000	1,500,000	0	0	0	4,150,000
Total Public Works	\$ 3,265,000	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 6,765,000
Engineering						
Engineering Vehicle	\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
City Wide Overlay	2,999,286	3,000,000	3,000,000	3,000,000	3,000,000	14,999,286
FD311 Use of Fund Balance	714	0	0	0	0	714
ADA Transition	40,000	360,000	250,000	2,000,000	250,000	2,900,000
ADA Transition TDOT	160,000	1,440,000	0	0	0	1,600,000
Bartlett Blvd Overpass	600,000	0	0	0	0	600,000
Old Brownsville West	0	500,000	600,000	370,000	0	1,470,000
Old Brownsville TDOT	0	2,000,000	2,400,000	1,480,000	0	5,880,000
Applying Road Improvements	200,000	600,000	0	0	0	800,000
Fletcher Creek Greenway Ph4	0	40,000	0	260,000	0	300,000
Fletcher Creek Ph4 TDOT	0	160,000	0	1,040,000	0	1,200,000
STP Overlay Projects	70,000	630,000	55,000	495,000	0	1,250,000
STP Overlay Projects TDOT	280,000	2,520,000	220,000	1,980,000	0	5,000,000
Signal Pole Replacement	100,000	350,000	350,000	350,000	350,000	1,500,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,910,000	\$ 12,030,000	\$ 7,305,000	\$ 11,405,000	\$ 4,030,000	\$ 39,680,000
Parks						
Parks Vehicles & Equipment	155,000	65,000	65,000	65,000	0	\$ 350,000
Recreation Ctr Equipment/Repairs	95,000	0	0	0	0	95,000
Senior Center Equipment/Repairs	0	30,000	40,000	40,000	30,000	140,000
Parks Maintenances	430,000	135,000	650,000	90,000	0	1,305,000
Parks Maintenances	22,700	0	0	0	0	22,700
Parks Restroom Renovations-ADA	0	350,000	300,000	275,000	0	925,000
W.J. Freeman Park Project	0	700,000	0	0	800,000	1,500,000
Total Parks	\$ 702,700	\$ 1,280,000	\$ 1,055,000	\$ 470,000	\$ 830,000	\$ 4,337,700

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>Performing Arts Center</u>						
BPACC Repairs & Improvements	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
Total Performing Arts Center	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
<u>Water</u>						
Old Brownsville Water Line	\$ 0	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 600,000
Water Extension Kirby Whitten	250,000	0	0	0	0	250,000
Transfer to Utility Funds	0	0	0	0	0	0
Total Water	\$ 250,000	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 850,000
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Covington Pike Sewer	400,000	0	0	0	0	400,000
Hatch Lane Eagle's Nest Sewer	0	400,000	600,000	0	0	1,000,000
Westbrook Sewer Extension	0	325,000	0	0	0	325,000
Upgrade Sewage Plant #2	0	0	250,000	0	0	250,000
Total Sewers	\$ 400,000	\$ 1,125,000	\$ 1,250,000	\$ 400,000	\$ 400,000	\$ 3,575,000
TOTAL CIP	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	\$ 600.00	\$100 x 6 (2 hrs. free)
	Banquet Hall (all day)	\$ 750.00	\$125 x 6 (2 hrs. free)
	Boardroom (all day)	\$ 210.00	\$35 x 6 (2 hrs. free)
	Chapel (all day)	\$ 480.00	\$80 x 6 (2 hrs. free)
	Meeting Room (all day)	\$ 180.00	\$30 x 6 (2 hrs. free)
	Reception Hall (all day)	\$ 390.00	\$65/hr. 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	\$75/hr.	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	\$125/\$175	\$125 - R.H./\$175 - B.H. All Day
	Sound Technician	\$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	\$ 1,200.00	8 hours
	Reception Hall	\$ 600.00	8 hours
	Wedding only		
	Auditorium	\$ 995.00	\$125/hr. + Sound Tech at \$120
	Chapel	\$ 785.00	\$95/hr + Sound Tech at \$120
	Wedding & Reception (Sound Tech Included)		
	Auditorium & Banquet Hall	\$ 2,375.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	\$ 1,625.00	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	\$ 1,415.00	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 Seatin
	Lost Payroll Check Fee	\$ 25.00	Each
	Outdoor Sales Permit Fee	\$ 55.00	Each
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
City Court	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
	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 than State Lit. Tax
	County Drug Treatment Fee	\$ 70.00	Set by State
	County Veteran Fee	\$ 50.00	Set by State
	Criminal Privilege Tax on Litigation	\$ 29.50	Set by State
	DA Crime Fee	\$ 75.00	Set by State
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Drug Test Fee	\$ 10.00	Set by City
	E-Ticket Fee	\$ 5.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	\$ 200.00	Set by State
	State Court Costs (Criminal Charge)	\$ 62.00	Set by State
	State Court Costs (Traffic Charge)	\$ 42.00	Set by State
	State Drug Treatment Fee	\$ 10.00	Set by State
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 29.25	Each
	Board of Zoning Appeals		
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	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 over first 100
		\$ 1.00	
	Reprocessing of Applications	\$ 150.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Rezoning 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

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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 dwellin
	Less than \$25,000-per \$1,000	\$ 4.00	
	\$25,000 to \$1,000,000-per \$1,000	\$ 3.00	Plus one-time \$100
	\$1,000,001 to \$25 million-per \$1,000	\$ 2.00	Plus one-time \$3,025
	\$25,000,001 & above-per \$1,000	\$ 1.50	Plus one-time \$51,025
	New construction of or addition to existing	\$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	\$ 125.00	
	Removal or moving of structures	\$ 200.00	
	Special events	\$ 60.00	
	Temporary construction trailer (6 months)	\$ 60.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	\$ 70.00	
	151-400 amperes	\$ 125.00	
	Over 400 amperes	\$ 250.00	
	277 to 480 volt phase	\$ 2.00	Per Amp
	Amending Permit Fee	\$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	\$ 5.00	
	For each additional KW	\$ 3.00	
	Empty Conduits	\$ 10.00	For each 50' of conduit or bank of conduits
	Existing Residential Occupancies		
	1 to 5 circuits	\$ 30.00	
	Over 5 circuits	\$ 45.00	
	Fee for issuing permits	\$ 4.00	
	Filing of Board of Appeals	\$ 100.00	
	First Re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	General Inspection (not a complaint)	\$ 50.00	
	Installed Motors		
	1st H.P.	\$ 6.00	
	Each additional H.P.	\$ 1.00	
	Fuel Pumps	\$ 20.00	
	Motors moved at same address	\$ 15.00	
	Low Voltage (Non-Residential)	\$ 15.00	Per System/Per Floor
	Minimum permit fee	\$ 15.00	
	Miscellaneous Items		
	Meter Put Back	\$ 15.00	
	Recalls	\$ 15.00	
	Underground or overhead low voltage cable	\$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	\$ 15.00	
	Battery Charger-more than 100 amperes	\$ 15.00	
	Electric welder	\$ 25.00	
	Fire Ruling	\$ 50.00	
	Lighting and Convenience Outlet Circuits	\$ 4.00	
	Modular Res. Buildings	\$ 50.00	
	Motion picture machine	\$ 30.00	
	Panels	\$ 15.00	
	Power Rectifier-more than 100 amperes	\$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	\$ 15.00	
	Relocated Houses	\$ 50.00	
	X-ray unit-120 volt	\$ 15.00	
	X-ray unit-208/240 volt	\$ 50.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	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
	Mechanical Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for Issuing permits	\$ 4.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	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
	Capture Fees		
	1st offense	\$ 30.00	Each
	2nd offense	\$ 60.00	Each

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	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	\$ 30.00	Each
	Commercial Pickup-Set Up Fee	\$ 20.00	Each
	Commercial Pickup - Charge for Cart	\$ 55.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	\$ 30.00	Monthly
	For 2 Carts	\$ 35.00	Monthly
	For 3 Carts	\$ 40.00	Monthly
	Residential Cart Replacement Cost	\$ 55.00	Each
	Residential Cart Additional Purchase	\$ 55.00	Each
	Residential Pickup	\$ 30.00	Monthly
	Yard Waste Cart Purchase	\$ 55.00	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 usage of Fire Hydrant Meter		Current City rates for water usage
	City Water Rates		
	Residential -- City Customers	\$ 7.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 10.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 12.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 17.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	\$ 8.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 11.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	\$ 16.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 24.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 1.93	each additional 1,000 gallons

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	\$ 40.00	Residents (1/2 day/\$80 all day)
		\$ 60.00	Non-Residents(1/2 day/\$120 all day)
	Ellendale Park Pavilion	\$ 50.00	Residents (1/2 day/\$90 all day)
		\$ 70.00	Non-Residents (1/2 day/\$140 all day)
	W. J. Freeman Park - Gazebo	\$ 30.00	Residents (1/2 day/\$60 all day)
		\$ 45.00	Non-Residents(1/2 day/\$90 all day)
	W. J. Freeman Park - Pavilion	\$ 50.00	Residents(1/2 day/\$100 all day)
		\$ 75.00	Non-Residents(1/2 day/\$150 all day)
Athletics	Adult Sports	\$ 525.00	Softball
		\$ 400.00	Fall Softball
		\$ 525.00	Basketball
		\$ 210.00	Volleyball
	Facility Rental		
	Deermont	\$ 2,000.00	Weekend
	Ellendale	\$ 250.00	Per facility/day
	Appling	\$ 500.00	Per facility/day
	Late Registration	\$ 20.00	Per person
	Lights	\$ 30.00	Per 1.5hr, non league teams
	Tennis/Cricket & non BPRD group	\$ 15.00	Per player
	Tournament Fees	\$ 200.00	Per team
	Youth Sports-per person	\$ 80.00	Baseball, Softball & Basketball
		\$ 50.00	Volleyball
	Plus Non-Resident fee	\$ 15.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 350.00	
	8 & u to 14&u basketball	\$ 425.00	
	17 & u basketball	\$ 525.00	
	6 & u 8 & u baseball	\$ 325.00	
	10 & u to 14 & u baseball	\$ 425.00	
	Per person fees for non BPRD Programs	\$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 5.00	Per class
	Belly Dancing	\$ 75.00	Resident per session
		\$ 80.00	Nonresident per session
	Zumba	\$ 5.00	Per class or 8 classes for \$35.00
	Yoga	\$ 5.00	Per class
	Chair Yoga	\$ 5.00	Per class
	Line Dancing	\$ 25.00	Resident per Month
		\$ 30.00	Non-Resident per Month
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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
Equipment - Mic over PA		\$ 25.00	Additional Flat Fee for Rental (Aud. On
Equipment - TV w/ DVD		\$ 50.00	Additional Flat Fee for Rental
Rental Cleanup - Classroom		\$ 25.00	Additional Flat Fee Per Classroom Rental
Rental Cleanup - Room 2		\$ 50.00	Additional Flat Fee Per Rm 2 Rental
Rental Cleanup - Auditorium		\$ 95.00	Additional Flat Fee Per Auditorium Rental
Tablecloths - 60"x120" or 108" Round		\$ 17.50	Per Table Cloth
Tablecloths - 90"x132" or 132" Round		\$ 22.50	Per Table Cloth
Tablecloths - 120"		\$ 20.00	Per Table Cloth
Tablecloth Overlay - 72"x72" or 90"x90"		\$ 15.00	Per Overlay with Table Cloth Rental
Chair Cover with Sash		\$ 4.00	Per Chair
Jewelry Class		\$ 3.00	Per class
Language Classes		\$ 30.00	Per Session
Leather Class		\$ 3.00	Per class
Line Dance Class		\$ 3.00	Per class
Manicure		\$ 15.00	
Pedicure		\$ 21.00	
Special Care Fee		\$ 10.00	Additional (case-by-case)
Massage - Chair			
15-minutes		\$ 16.00	Per 15-minute appointment
30-minutes		\$ 32.00	Per 30-minute appointment
Memberships			
Basic Membership		\$ 15.00	Per Year
All-Inclusive Membership		\$ 19.00	Per Month
Newsletter Ad Space			
Business card size ad		\$ 15.00	Per issue
Quarter page ad		\$ 25.00	Per issue
Half page ad		\$ 45.00	Per issue
Full page ad		\$ 80.00	Per issue
Half page ad - outside back cover		\$ 100.00	Per issue
Oil Painting Class		\$ 10.00	Per Month
Photography Workshop		\$ 35.00	Per Session
Piano/Music Lessons		\$ 80.00	Per Month

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Pottery Class	\$ 15.00	Per Month
	Sketching/Art Class	\$ 10.00	Per Month
	Sewing Class	\$ 10.00	Per Month
	Tai Chi	\$ 3.00	Per class
	Yoga	\$ 3.00	Per class
	Zumba Class	\$ 3.00	Per class
Recreation Center			
	Corporate Household	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 40.00	Weekly
	Non-Resident Household	\$ 837.00	Yearly
	Non-Resident Senior Household	\$ 752.00	Yearly
	Non-Resident Senior Single	\$ 493.00	Yearly
	Non-Resident Single	\$ 555.00	Yearly
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 26.00	Weekly
	Resident Household	\$ 555.00	Yearly
	Resident Senior Household	\$ 406.00	Yearly
	Resident Senior Single	\$ 272.00	Yearly
	Resident Single	\$ 357.00	Yearly
	Resident Single - Monthly	\$ 33.00	Monthly
	Resident Household - Monthly	\$ 52.00	Monthly
	Resident Senior Single - Monthly	\$ 25.00	Monthly
	Resident Senior Household - Monthly	\$ 38.00	Monthly
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Non-Resident Single	\$ 52.00	Monthly
	Non-Resident Household	\$ 78.00	Monthly
	Non-Resident Senior Single	\$ 46.00	Monthly

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Senior Household	\$ 70.00	Monthly
	Resident Single	\$ 113.00	3-Month
	Resident Household	\$ 178.00	3-Month
	Resident Senior Single	\$ 86.00	3-Month
	Resident Senior Household	\$ 130.00	3-Month
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	Aquatics		
	Splash Pad Resident - Daily	\$ 5.00	Daily
	Splash Pad Non-Resident - Daily	\$ 12.00	Daily
	Splash Pad Resident - Yearly	\$ 90.00	Yearly
	1 student 1 lesson per mem	\$ 45.00	
	1 student 1 lesson per non-mem	\$ 75.00	
	1 student 4 lessons per mem	\$ 100.00	
	1 student 4 lessons per non-mem	\$ 130.00	
	Lifeguard Instructor mem	\$ 225.00	
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 200.00	
	Lifeguard training non-mem fee	\$ 230.00	
	Masters swim mem daily	\$ 40.00	Monthly
	Masters swim non-mem daily	\$ 55.00	Monthly
	Swim class member fee	\$ 80.00	
	Swim class non-member fee	\$ 110.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
	Daycare		
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Unlimited childcare 1 mo.	\$ 30.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 85.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 145.00	Full Court - 1 Hour Non-Member
		\$ 215.00	Full Court - 2 Hour Non-Member
	Large Meeting Room Rental	\$ 125.00	2 hour Member
		\$ 155.00	3 hour Member
		\$ 185.00	4 hour Member
		\$ 155.00	2 hour Non-Member
		\$ 185.00	3 hour Non-Member
		\$ 210.00	4 hour Non-Member
	Meeting Room 2	\$ 95.00	2 hour Member
		\$ 125.00	3 hour Member
		\$ 155.00	4 hour Member
		\$ 125.00	2 hour Non-Member
		\$ 155.00	3 hour Non-Member
		\$ 185.00	4 hour Non-Member
	Choose 1 Package	\$ 115.00	Member
		\$ 150.00	Non-Member
	Choose 2 Package	\$ 150.00	Member
		\$ 200.00	Non-Member
	Home School Swim	\$ 3.00	
	HS Lap Lane Rental fee	\$ 6.00	
	Lock-In Rental Balance	\$ 800.00	
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Racquetball court rental	\$ 25.00	Per hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	

Attachment: Exhibit A & B Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 25.00	
	Golf Fitness - Member	\$ 50.00	
	Golf Fitness - Non-Member	\$ 75.00	
	1 Hr Personal Training Member	\$ 50.00	
	1 Hr Personal Training Non-Member	\$ 65.00	
	12 Hrs Personal Training Member	\$ 513.00	
	12 Hrs Personal Training Non-Member	\$ 684.00	
	2 Hr Update Personal Training	\$ 75.00	
	20 Hrs Personal Training Member	\$ 800.00	
	20 Hrs Personal Training Non-Member	\$ 1,000.00	
	20/20/20 Senior Member	\$ 130.00	
	20/20/20 Senior Non-Member	\$ 170.00	
	3 Hr Personal Training Member	\$ 100.00	
	3 Hr Personal Training Non-Member	\$ 145.00	
	30 Hrs Personal Training Member	\$ 1,050.00	
	30 Hrs Personal Training Non-Member	\$ 1,350.00	
	6 Hrs Personal Training Member	\$ 270.00	
	6 Hrs Personal Training Non-Member	\$ 360.00	
	Eager To Exercise Mem	\$ 30.00	
	Eager To Exercise Non-Mem	\$ 40.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Just For Teens Member	\$ 65.00	
	Just For Teens Non-Member	\$ 85.00	
	Small Group Training Member	\$ 130.00	
	Small Group Training Non-Member	\$ 170.00	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1 session	\$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	\$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	\$ 540.00	
	Team Training 2 Members 1 session	\$ 60.00	
	Team Training 2 Members 8 sessions	\$ 400.00	
	Team Training 2 Members 12 sessions	\$ 480.00	
	Team Training 2 Non-Mem 1 session	\$ 70.00	
	Team Training 2 Non-mem 8 sessions	\$ 480.00	
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Next Level Training Member	\$ 35.00	
	Next Level Training Non-Member	\$ 40.00	
	Martial Arts Contract Monthly	\$ 400.00	

Attachment: Exhibit A & B Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Other Recreation Center			
	Basketball league registration	\$ 40.00	
	Camp 1 wk mem	\$ 135.00	
	Camp 1 wk mem 1st sibling	\$ 125.00	
	Camp 1 wk mem 2nd sibling	\$ 110.00	
	Camp 1 wk non-mem	\$ 160.00	
	Camp 1 wk non-mem 1st sibling	\$ 150.00	
	Camp 1 wk non-mem 1nd sibling	\$ 135.00	
	Camp day rate member	\$ 35.00	
	Camp day rate non-member	\$ 40.00	
	Health Non-Profit Booth	\$ 30.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 20.00	
	JYM special	\$ 50.00	
	Kickball Team	\$ 375.00	
	Kids Night Out mem	\$ 10.00	
	Kids Night Out Non-Mem	\$ 15.00	
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 25.00	
	Lock-in non member additional child	\$ 20.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 25.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Tanning 1 session	\$ 5.00	
	Tanning punch card 10 sessions	\$ 30.00	
	Tanning unlimited tanning 1 mo.	\$ 30.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 10.00	
	Triathlon late fee individual	\$ 5.00	
	Trunk N Treat	\$ 25.00	
Swim Competition			
	BXST 101 Member	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	Monthly
	Black team non-mem	\$ 75.00	Monthly
	Black 2nd swimmer mem	\$ 50.00	Monthly
	Black 2nd swimmer non-mem	\$ 65.00	Monthly
	Red team mem	\$ 70.00	Monthly

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Red team non-mem	\$ 85.00	Monthly
	Red 2nd swimmer mem	\$ 60.00	Monthly
	Red 2nd swimmer non-mem	\$ 75.00	Monthly
	Senior member	\$ 80.00	Monthly
	Senior non-mem	\$ 95.00	Monthly
	Senior 2nd swimmer mem	\$ 70.00	Monthly
	Senior 2nd swimmer non-mem	\$ 85.00	Monthly
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee out of LSC	\$ 10.00	
	White team mem	\$ 45.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 40.00	Monthly
	White 2nd swimmer non-mem	\$ 55.00	Monthly
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 72.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 5.00	On Total Order
	Credit card processing - per ticket	\$2 & \$4	Depending on Ticket Price
	Tickets - Buy 5 or More Shows Subscription	\$7.50 / \$11.25	5 Shows - 25% off
		\$ 15.00	5 Shows - 25% off
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	\$ 125.00	Fee - includes deposit
	CONCESSIONS		
	BPACC events - per item	\$ 2.00	
	Client Coffee Statin - per event	\$ 20.00	
	Client Coffee Refill - per event	\$ 5.00	
	Client - Hospitality Coordination Fee		Varies - Based on needs & volume
	Client merchandise - per event	15% - of gross	Applies to BPACC series artists
	EQUIPMENT RENTAL		
	Banquet table w/cloth & skirt - per event	\$ 10.00	
	Banquet table with cloth only - per event	\$ 5.00	
	Corded Mics - up to 10 - per mic	\$ 10.00	
	Facility piano & bench - per event	\$ 50.00	
	Facility piano tuning - per event	\$ 150.00	
	Follow spot light - per event	\$ 25.00	Operator Add'l - \$20.00 per hr
	Podium Only - per event	\$ 15.00	
	Podium w Mic - per event	\$ 25.00	

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Removal of seats - per row/event	\$ 50.00	
	Stage Audio --- Lighting Techs per hour	\$35 -- \$20	
	Stage risers - per event	\$ 100.00	
	Stage screen only - per event	\$ 25.00	
	Wireless Mics - per event - per mic	\$ 85.00	
	SPACE RENTAL		
	Auditorium (per hr, 4-hour minimum)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
	Sponsorship	\$ 1,000.00	& Up
	Special Partnerships	\$ 500.00	\$500 to \$999

Attachment: ExhibitA&BOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 7,739,286	\$ 8,815,000	\$ 6,405,000	\$ 7,240,000	\$ 4,800,000	\$ 34,999,286
Capital Note	2,440,000	1,245,000	1,480,000	1,255,000	1,375,000	7,795,000
FD311 Use of Fund Balance	550,714	0	0	0	0	550,714
Transfer In from Park Imp. Fund	22,700	0	0	0	0	22,700
TDOT 80% match	440,000	6,120,000	2,620,000	4,500,000	0	13,680,000
Utility Bonds	0	1,725,000	1,250,000	400,000	400,000	3,775,000
Utility Retained Earnings	650,000	0	0	0	0	650,000
Total Funding Sources	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 60,000
City Hall Renovations	250,000	250,000	0	0	0	500,000
Transfer to Debt Service Fund	550,000	0	0	0	0	550,000
Total Administrative	\$ 830,000	\$ 250,000	\$ 30,000	\$ 0	\$ 0	\$ 1,110,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 470,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,210,000
Justice Center Maintenance	110,000	120,000	120,000	120,000	120,000	590,000
Total Police	\$ 580,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,800,000
<u>Fire</u>						
Fire Vehicles	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Fire Ambulances	210,000	0	220,000	0	220,000	650,000
Self-Contained Breathing Apparatus	550,000	0	0	0	0	550,000
Fire Truck	0	0	800,000	0	0	800,000
Total Fire	\$ 800,000	\$ 40,000	\$ 1,060,000	\$ 40,000	\$ 260,000	\$ 2,200,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000
Total Code Inspection	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 615,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,615,000
City Shop	2,650,000	1,500,000	0	0	0	4,150,000
Total Public Works	\$ 3,265,000	\$ 2,000,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 6,765,000
Engineering						
Engineering Vehicle	\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
City Wide Overlay	2,999,286	3,000,000	3,000,000	3,000,000	3,000,000	14,999,286
FD311 Use of Fund Balance	714	0	0	0	0	714
ADA Transition	40,000	360,000	250,000	2,000,000	250,000	2,900,000
ADA Transition TDOT	160,000	1,440,000	0	0	0	1,600,000
Bartlett Blvd Overpass	600,000	0	0	0	0	600,000
Old Brownsville West	0	500,000	600,000	370,000	0	1,470,000
Old Brownsville TDOT	0	2,000,000	2,400,000	1,480,000	0	5,880,000
Appling Road Improvements	200,000	600,000	0	0	0	800,000
Fletcher Creek Greenway Ph4	0	40,000	0	260,000	0	300,000
Fletcher Creek Ph4 TDOT	0	160,000	0	1,040,000	0	1,200,000
STP Overlay Projects	70,000	630,000	55,000	495,000	0	1,250,000
STP Overlay Projects TDOT	280,000	2,520,000	220,000	1,980,000	0	5,000,000
Signal Pole Replacement	100,000	350,000	350,000	350,000	350,000	1,500,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,910,000	\$ 12,030,000	\$ 7,305,000	\$ 11,405,000	\$ 4,030,000	\$ 39,680,000
Parks						
Parks Vehicles & Equipment	155,000	65,000	65,000	65,000	0	\$ 350,000
Recreation Ctr Equipment/Repairs	95,000	0	0	0	0	95,000
Senior Center Equipment/Repairs	0	30,000	40,000	40,000	30,000	140,000
Parks Maintenances	430,000	135,000	650,000	90,000	0	1,305,000
Parks Maintenances	22,700	0	0	0	0	22,700
Parks Restroom Renovations-ADA	0	350,000	300,000	275,000	0	925,000
W.J. Freeman Park Project	0	700,000	0	0	800,000	1,500,000
Total Parks	\$ 702,700	\$ 1,280,000	\$ 1,055,000	\$ 470,000	\$ 830,000	\$ 4,337,700

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2020 - FY 2024

PROJECT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	TOTAL
<u>Performing Arts Center</u>						
BPACC Repairs & Improvements	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
Total Performing Arts Center	\$ 105,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 105,000
<u>Water</u>						
Old Brownsville Water Line	\$ 0	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 600,000
Water Extention Kirby Whitten	250,000	0	0	0	0	250,000
Transfer to Utility Funds	0	0	0	0	0	0
Total Water	\$ 250,000	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 850,000
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Covington Pike Sewer	400,000	0	0	0	0	400,000
Hatch Lane Eagle's Nest Sewer	0	400,000	600,000	0	0	1,000,000
Westbrook Sewer Extension	0	325,000	0	0	0	325,000
Upgrade Sewage Plant #2	0	0	250,000	0	0	250,000
Total Sewers	\$ 400,000	\$ 1,125,000	\$ 1,250,000	\$ 400,000	\$ 400,000	\$ 3,575,000
TOTAL CIP	\$ 11,842,700	\$ 17,905,000	\$ 11,755,000	\$ 13,395,000	\$ 6,575,000	\$ 61,472,700

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

Bartlett City Schools



2019-2020 Approved Special Revenue Budget

BARTLETT CITY SCHOOLS
Title Funds

Title Funds			
Revenue		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47141	Title I-A	1,089,064	2,371,866
142-47141	Consolidated Administration	144,388	385,463
142-47141	Title I-Neglected	331,002	738,986
142-47141	Title I- Delinquent	21,740	41,295
142-47189	Title II-A	93,718	204,117
142-47141	Title III - ELA	6,326	17,077
142-47590	Title IV	39,888	256,618
Total Title Funds		1,726,126	4,015,422

BARTLETT CITY SCHOOLS
Title I-A

Title I-A

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	4	231,457
138	Instructional Computer Personnel	1	58,738
169	Part Time Salaries	6	195,536
189	Other Salaries	7	565,122
195	Substitute Teachers		4,800
201	Social Security		65,451
204	State Retirement		90,626
206	Life insurance		2,880
207	Medical insurance		118,409
212	Medicare		15,307
311	Contracts other Systems		53,939
355	Mileage		1,500
399	Other Contracted Services		0
429	Instructional Supplies & Materials		194,658
524	Inservice/ Staff Development		36,115
599	Other Charges- 15% carryover		118,619
722	Equipment		491,822
	Indirect Costs		<u>126,887</u>
	Total Title I-A		2,371,866

Informational Note:

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

BARTLETT CITY SCHOOLS
Title I- Consolidated Administration

Title Consolidated Administration

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
105	Supervisor	1.6	157,829
138	Computer Instruction Personnel	0.5	26,527
162	Clerical Personnel	1	44,790
189	Other Salaries	0.5	30,392
201	Social Security		16,091
204	State Retirement		22,053
206	Life insurance		777
207	Medical insurance		30,240
212	Medicare		3,763
355	Mileage		1,500
499	Other Supplies & Materials		2,000
524	Inservice/ Staff Development		12,000
790	Other Equipment		4,500
	Indirect Costs		<u>33,001</u>
	Total Title Consolidated Administration		385,463

Informational Note:

Consolidated Administration reflects employees who spend 100% of their time administering ther federally funded Title I-A, Title I-A Neglected, Title II-A, and Title III grants. Funded 50% by Title I-A, 48% by Title I-A Neglected, 1.4% by Title II-A, and 0.6% by

BARTLETT CITY SCHOOLS

Title I-A Neglected

Title I-A Neglected

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
169	Part Time Salaries	11	225,000
189	Other Salaries & Wages	1	63,715
201	Social Security		17,900
204	State Retirement		6,697
206	Life Insurance		206
207	Medical Insurance		8,400
212	Medicare		4,186
355	Travel		1,600
399	Other Contracted Services		70,000
429	Instructional Supplies & Materials		141,011
524	In-Service/Staff Development		78,430
722	Regular Instruction Equipment		75,000
	Indirect Costs		<u>46,841</u>
	Total Title I-A Neglected		738,986

Informational Note:
Title I-A, Neglected

BARTLETT CITY SCHOOLS
Title I Part D

Title I Part D

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
169	Part-Time Employees	0.5	19,100
201	Social Security		1,176
212	Medicare		275
399	Other Contracted Services		2,960
429	Instructional Supplies & Materials		0
722	Regular Instructional Equipment		16,000
	Indirect Costs		<u>1,784</u>
	Total Title I Part D		41,295

Informational Note:
Title I, Part D

BARTLETT CITY SCHOOLS

Title II-A

Title II-A

		2019-20	2019-20
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
169	Part-Time Employees	1	30,112
189	Other Salaries (and Stipends)	21	86,848
195	Substitute Teachers		7,609
201	Social Security		7,723
204	State Retirement		9,232
206	Life insurance		215
212	Medicare		1,806
399	Other Contracted Services		11,500
524	Inservice/ Staff Development		30,025
722	Equipment		5,000
	Indirect Costs		<u>14,047</u>
	Total Title II-A		204,117

Informational Note:

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

BARTLETT CITY SCHOOLS
Title III -English Language Learners

Title III

<u>ACCT</u>	<u>Description</u>	2019-20 <u>PERS</u>	2019-20 <u>BUDGET</u>
196	In-Service Training		393
429	Instructional Supplies & Materials		11,447
524	Inservice/ Staff Development		3,753
599	Other Charges		0
722	Regular Instructional Equipment		300
	Indirect Costs		1,184
	Total Title III - ELL		17,077

Informational Note:
Title III funds support instructional services for English Language Learners.

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

BARTLETT CITY SCHOOLS

Title IV

Title IV

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
130	Social Workers	2	122,119
189	Other Salaries & Wages	1	60,000
201	Social Security		11,291
204	State Retirement		18,543
206	Life insurance		659
207	Medical insurance		25,200
212	Medicare		2,640
355	Mileage		2,100
524	In-Service/Staff Development		7,695
	Indirect Costs		<u>6,371</u>
	Total Title IV		256,618

Informational Note:

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

BARTLETT CITY SCHOOLS
IDEA Pt. B

IDEA - Revenue

<u>ACCT</u>	<u>Description</u>	<u>2018-19</u> <u>BUDGET</u>	<u>2019-20</u> <u>BUDGET</u>
142-47143	IDEA Pt B	1,227,410	1,919,784
142-47143	IDEA Preschool	14,430	32,302
142-47143	IDEA Supplemental	<u>5,961</u>	<u>6,651</u>
Total IDEA Revenue		1,247,801	1,958,737

Informational Note:

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

BARTLETT CITY SCHOOLS

IDEA Pt. B

IDEA Pt. B		2019-20	2019-20
ACCT	Description	PERS	BUDGET
105	Supervisor/Director	1	96,543
124	Psychological Personnel	1	81,775
131	Medical Personnel	5	202,507
163	Educational Assistants	13	331,500
171	Speech Pathologist	5	280,500
189	Other Salaries - Disproportionality	4.5	338,893
201	Social Security		82,566
204	State Retirement		137,053
206	Life insurance		4,818
207	Medical insurance		227,494
212	Medicare		19,310
	Indirect Costs		116,825
	Total IDEA Pt. B		1,919,784

Informational Note:

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

BARTLETT CITY SCHOOLS

IDEA Preschool

IDEA Preschool

		2019-20	2019-20
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
429	Instructional Supplies & Materials		12,000
524	In-Service/Staff Development		3,787
599	Other Charges		200
725	Special Education Equipment		15,102
	Indirect Costs		1,213
	Total IDEA Preschool		32,302

Informational Note:

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

BARTLETT CITY SCHOOLS
IDEA Supplemental

IDEA Supplemental

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2018-19</u> <u>BUDGET</u>
499	Other Supplies & Materials		6,651
	Total IDEA Supplemental		6,651

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

BARTLETT CITY SCHOOLS
Discretionary Grants

Revenue

<u>ACCT</u>	<u>Description</u>	<u>2019-20 BUDGET</u>
44990	SCEF Pre-K	49,774
45690	Voluntary Pre-K	64,083
46590	Coordinated School Health	22,858
46981	Safe Schools	47,753
46981	School Safety	118,739
46980	Arts Students Ticket Subsidies	46
46980	TN Arts Commission Arts 360	8,996
47590	Read to be Ready Summer Grant	28,434
46590	Read to be Ready Coaching Network	1,494
47131	CTE Perkins Basic	48,181
47131	Perkins Reserve Consolidated Grant	7,735
	TOTAL	398,093

BARTLETT CITY SCHOOLS
Shelby County Schools Education Foundation Voluntary Pre-K

SCEF Pre-K

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	1	15,972
163	Educational Assistants	1	4,748
195	Substitute Teachers		0
201	Social Security		1,845
204	State Retirement		2,120
206	Life insurance		91
207	Medical insurance		5,849
212	Medicare		429
399	Other Contracted Services		18,720
	Indirect Costs		
	Total SCSEF Pre-K		49,774

Informational Note:

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

BARTLETT CITY SCHOOLS

Voluntary Pre-K

Voluntary Pre-K

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	1	42,448
201	Social Security		2,970
204	State Retirement		4,440
206	Life insurance		173
207	Medical insurance		3,780
212	Medicare		695
422	Food Supplies		100
429	Instructional Supplies & Materials		159
524	In-Service/Staff Development		1,000
599	Other Charges		350
	Indirect Costs		7,968
	Total Voluntary Pre-K		64,083

Informational Note:

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

BARTLETT CITY SCHOOLS
Coordinated School Health

Coordinated School Health

<u>ACCT</u>	<u>Description</u>	2019-20	2019-20
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor/Director	1	18,580
201	Social Security		1,228
204	State Retirement		1,722
206	Life insurance		99
212	Medicare		287
355	Travel		35
499	Other Supplies & Materials		29
524	In-Service/Staff Development		878
	Total Coordinated School Health		22,858

Informational Note:
Coordinated School Health supports and integrates components which work together to develop and reinforce health-related knowledge, skills, attitudes and behavior and make health an important priority at schools. It focuses on

BARTLETT CITY SCHOOLS
Safe Schools

Safe Schools

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
309	Contract With Government Agencies		12,500
790	Other Equipment		35,253
	Total Safe Schools		47,753

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

BARTLETT CITY SCHOOLS
School Safety

School Safety

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
790	Other Equipment		118,739
	Total Safe Schools		118,739

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

BARTLETT CITY SCHOOLS
Arts Students Ticket Subsidies

Arts Students Ticket Subsidies

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
599	Other Charges		46
	Total Arts Students Ticket Subsidies		46

Informational Note:
The Arts Students Tickets Subsidy grant is applied for by teachers within the school.
Funds received are used to provide admission to events that expose students to arts and cultural events either inside or outside the classroom setting.

BARTLETT CITY SCHOOLS
TN Arts Commission Arts 360

TAC Arts 360

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
399	Other Contracted Services		1,872
499	Other Supplies and Materials		4,281
599	Other Charges		871
	Indirect Costs		1,972
	Total TAC Arts 360		8,996

Informational Note:
The Tennessee Arts Commission Arts 360 grant is used to integrate the arts into basic school curriculum at Bartlett and Rivercrest Elementary and to provide arts activities and educational opportunities to under-served and at-risk youth in Tennessee. Emphasis on exposure to, experience in, and appreciation of the arts and awakening of natural creativity.

BARTLETT CITY SCHOOLS
Read To Be Ready - Summer Program

Read To Be Ready - Summer Program

<u>ACCT</u>	<u>Description</u>	2019-20 <u>PERS</u>	2019-20 <u>BUDGET</u>
105	Supervisor/Director	1	3,060
116	Teachers		12,116
131	Medical Personnel		1,861
162	Clerical Personnel		566
201	Social Security		1,098
204	State Retirement		1,832
212	Medicare		255
312	Contracts with Private Agencies (Buses)		654
422	Food Supplies		150
429	Instructional Supplies		6,620
499	Other Supplies & Materials		67
524	In-Service/Staff Development		24
533	Background Checks		131
	Total Read to Be Ready - Summer Program		28,434

Informational Note:

The Read to Be Ready Summer Grant is used to increase reading and writing achievement of students involved in the Bartlett Elementary School summer literacy program and to provide all attending students with a small library of age appropriate books at or above the child's current reading level.

BARTLETT CITY SCHOOLS
Read to Be Ready Coaching Network

Read to Be Ready - Coaching Network

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
429	Instructional Supplies & Materials		0
524	In-Service/Staff Development		1,494
	Total Read to Be Ready - Coaching		1,494

Informational Note:

The Read to Be Ready Coaching Network is used to support the LEA's effort to improve reading in grades K-3 through coaching. The State provides training for supervisors of instruction and principals who will redeliver the training content .

BARTLETT CITY SCHOOLS
CTE Perkins Basic

CTE Perkins Basic

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
355	Travel		22,878
499	Other Supplies & Materials		20,089
524	In-Service/Staff Development		3,073
730	Vocational Equipment		1,282
790	Other Equipment		548
	Indirect Costs		311
	Total Read to Be Ready - Coaching		48,181

Informational Note:
CTE Perkins Basic Grant is used to support the LEA's effort to improve the secondary and postsecondary career and technical education programs.

BARTLETT CITY SCHOOLS
Perkins Reserve Consolidated

Perkins Reserve Consolidated

<u>ACCT</u>	<u>Description</u>	<u>2019-20</u> <u>PERS</u>	<u>2019-20</u> <u>BUDGET</u>
499	Other Supplies & Materials		7,735
	Indirect Costs		0
	Total Read to Be Ready - Coaching		7,735

Informational Note:
Perkins Reserve Consolidated Grant is used to purchase materials and services outside of the normal resources that benefit our students who are involved in technical pathways.

BARTLETT CITY SCHOOLS

School Nutrition

School Nutrition

Revenue		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
143-43521	Lunch Payments - Children	770,000	901,175
143-43522	Lunch Payments - Adults	62,295	67,275
143-43523	Income from Breakfast	70,000	75,562
143-43525	Ala Carte Sales	525,000	700,096
143-47111	USDA School Lunch Program	1,030,000	1,216,018
143-47113	USDA Breakfast	206,000	241,174
143-46520	State Matching	45,000	45,000
143-44165	Commodity Rebates	3721	3,925
Total School Nutrition Revenue		2,712,016	3,250,225

BARTLETT CITY SCHOOLS
School Nutrition

School Nutrition

Expenditures		2018-19	2018-19	2019-20	2019-20
ACCT	Description	PERS	BUDGET	PERS	BUDGET
143-73100-16500	Cafeteria Managers	11	388,772	10.5	377,167
143-73100-16500	School Nutrition Technicians	53	748,903	53	748,680
143-73100-18900	Other Salaries & Wages	0.5	30,000	1.5	124,350
143-73100-20100	Social Security		72,396		77,512
143-73100-20400	State Retirement		104,878		46,491
143-73100-20600	Life insurance		1,336		4,297
143-73100-20700	Medical insurance		120,000		115,000
143-73100-21200	Medicare		16,931		18,128
143-73100-33600	Maintenance & Repair Equipment		8,500		8,500
143-73100-35400	Transportation- Food		3,000		5,000
143-73100-35400	Other Contracted Services		160,000		746,300
143-73100-42200	Food Supplies		935,000		850,000
143-73100-43500	Office Supplies		1,000		1,000
143-73100-49900	Other Supplies and Materials		95,000		95,000
143-73100-59900	Other Charges		1,300		1,300
143-73100-71000	Food Service Equipment		25,000		31,500
Total School Nutrition Expenditures			2,712,016		3,250,225

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

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

Bartlett City Schools



2019-2020 Approved Capital Budget

BARTLETT CITY SCHOOLS

Capital Budget

Revenue		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
177-44990	Other Local Revenue (County Commission)		1,935,000
	TOTAL		1,935,000

BARTLETT CITY SCHOOLS
Capital Budget

Expenditures		2018-19	2019-20
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
177-91300-30400	Architects	0	110,250
177-91300-32100	Enigneers	0	180,000
177-91300-70600	Building Construction	0	212,500
177-91300-70700	Building Improvements	0	<u>1,432,250</u>
	TOTAL		1,935,000

Bartlett City Schools 2019-20 Capital Budget						
Project Description	Estimated Costs	Architect 15% of Est. Costs	Engineer 15% of Est. Costs	Building Construction	Building Improvement	Project Total
Bartlett Ninth Grade Academy Football Dressing Room	\$250,000	\$37,500		\$212,500		\$250,000
Bartlett Ninth Grade Academy Abate and Renovate South End of "A" Building	\$750,000		\$112,500		\$637,500	\$750,000
Altruria Elementary Abate and Replace Flooring in Classrooms and Gym	\$250,000		\$37,500		\$212,500	\$250,000
Bartlett Elementary Replace Flooring	\$85,000	\$12,750			\$72,250	\$85,000
Central Office Convert Annex to Warehouse	\$100,000	\$15,000			\$85,000	\$100,000
Ellendale Elementary Abate and Replace Flooring in Classrooms	\$200,000		\$30,000		\$170,000	\$200,000
Ellendale Elementary Front Office Renovation	\$300,000	\$45,000			\$255,000	\$300,000
TOTAL COUNTY COMMISSION (Capital Budget)		\$110,250	\$180,000	\$212,500	\$1,432,250	\$1,935,000

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	\$ 600.00	\$100 x 6 (2 hrs. free)
	Banquet Hall (all day)	\$ 750.00	\$125 x 6 (2 hrs. free)
	Boardroom (all day)	\$ 210.00	\$35 x 6 (2 hrs. free)
	Chapel (all day)	\$ 480.00	\$80 x 6 (2 hrs. free)
	Meeting Room (all day)	\$ 180.00	\$30 x 6 (2 hrs. free)
	Reception Hall (all day)	\$ 390.00	\$65/hr. 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	\$75/hr.	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	\$125/\$175	\$125 - R.H./\$175 - B.H. All Day
	Sound Technician	\$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	\$ 1,200.00	8 hours
	Reception Hall	\$ 600.00	8 hours
	Wedding only		
	Auditorium	\$ 995.00	\$125/hr. + Sound Tech at \$120
	Chapel	\$ 785.00	\$95/hr + Sound Tech at \$120
	Wedding & Reception (Sound Tech Included)		
	Auditorium & Banquet Hall	\$ 2,375.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	\$ 1,625.00	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	\$ 1,415.00	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 Seatin
	Lost Payroll Check Fee	\$ 25.00	Each
	Outdoor Sales Permit Fee	\$ 55.00	Each
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
City Court	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
	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 than State Lit. Tax
	County Drug Treatment Fee	\$ 70.00	Set by State
	County Veteran Fee	\$ 50.00	Set by State
	Criminal Privilege Tax on Litigation	\$ 29.50	Set by State
	DA Crime Fee	\$ 75.00	Set by State
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Drug Test Fee	\$ 10.00	Set by City
	E-Ticket Fee	\$ 5.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	\$ 200.00	Set by State
	State Court Costs (Criminal Charge)	\$ 62.00	Set by State
	State Court Costs (Traffic Charge)	\$ 42.00	Set by State
	State Drug Treatment Fee	\$ 10.00	Set by State
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 29.25	Each
	Board of Zoning Appeals		
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	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 over first 100
		\$ 1.00	
	Reprocessing of Applications	\$ 150.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Rezoning 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

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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 dwellin
	Less than \$25,000-per \$1,000	\$ 4.00	
	\$25,000 to \$1,000,000-per \$1,000	\$ 3.00	Plus one-time \$100
	\$1,000,001 to \$25 million-per \$1,000	\$ 2.00	Plus one-time \$3,025
	\$25,000,001 & above-per \$1,000	\$ 1.50	Plus one-time \$51,025
	New construction of or addition to existing	\$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	\$ 125.00	
	Removal or moving of structures	\$ 200.00	
	Special events	\$ 60.00	
	Temporary construction trailer (6 months)	\$ 60.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	\$ 70.00	
	151-400 amperes	\$ 125.00	
	Over 400 amperes	\$ 250.00	
	277 to 480 volt phase	\$ 2.00	Per Amp
	Amending Permit Fee	\$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	\$ 5.00	
	For each additional KW	\$ 3.00	
	Empty Conduits	\$ 10.00	For each 50' of conduit or bank of conduits
	Existing Residential Occupancies		
	1 to 5 circuits	\$ 30.00	
	Over 5 circuits	\$ 45.00	
	Fee for issuing permits	\$ 4.00	
	Filing of Board of Appeals	\$ 100.00	
	First Re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	General Inspection (not a complaint)	\$ 50.00	
	Installed Motors		
	1st H.P.	\$ 6.00	
	Each additional H.P.	\$ 1.00	
	Fuel Pumps	\$ 20.00	
	Motors moved at same address	\$ 15.00	
	Low Voltage (Non-Residential)	\$ 15.00	Per System/Per Floor
	Minimum permit fee	\$ 15.00	
	Miscellaneous Items		
	Meter Put Back	\$ 15.00	
	Recalls	\$ 15.00	
	Underground or overhead low voltage cable	\$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	\$ 15.00	
	Battery Charger-more than 100 amperes	\$ 15.00	
	Electric welder	\$ 25.00	
	Fire Ruling	\$ 50.00	
	Lighting and Convenience Outlet Circuits	\$ 4.00	
	Modular Res. Buildings	\$ 50.00	
	Motion picture machine	\$ 30.00	
	Panels	\$ 15.00	
	Power Rectifier-more than 100 amperes	\$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	\$ 15.00	
	Relocated Houses	\$ 50.00	
	X-ray unit-120 volt	\$ 15.00	
	X-ray unit-208/240 volt	\$ 50.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	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
	Mechanical Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for Issuing permits	\$ 4.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	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
	Capture Fees		
	1st offense	\$ 30.00	Each
	2nd offense	\$ 60.00	Each

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	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	\$ 30.00	Each
	Commercial Pickup-Set Up Fee	\$ 20.00	Each
	Commercial Pickup - Charge for Cart	\$ 55.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	\$ 30.00	Monthly
	For 2 Carts	\$ 35.00	Monthly
	For 3 Carts	\$ 40.00	Monthly
	Residential Cart Replacement Cost	\$ 55.00	Each
	Residential Cart Additional Purchase	\$ 55.00	Each
	Residential Pickup	\$ 30.00	Monthly
	Yard Waste Cart Purchase	\$ 55.00	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 usage of Fire Hydrant Meter		Current City rates for water usage
	City Water Rates		
	Residential -- City Customers	\$ 7.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 10.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 12.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 17.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	\$ 8.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 11.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	\$ 16.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 24.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 1.93	each additional 1,000 gallons

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	\$ 40.00	Residents (1/2 day/\$80 all day)
		\$ 60.00	Non-Residents(1/2 day/\$120 all day)
	Ellendale Park Pavilion	\$ 50.00	Residents (1/2 day/\$90 all day)
		\$ 70.00	Non-Residents (1/2 day/\$140 all day)
	W. J. Freeman Park - Gazebo	\$ 30.00	Residents (1/2 day/\$60 all day)
		\$ 45.00	Non-Residents(1/2 day/\$90 all day)
	W. J. Freeman Park - Pavilion	\$ 50.00	Residents(1/2 day/\$100 all day)
		\$ 75.00	Non-Residents(1/2 day/\$150 all day)
Athletics	Adult Sports	\$ 525.00	Softball
		\$ 400.00	Fall Softball
		\$ 525.00	Basketball
		\$ 210.00	Volleyball
	Facility Rental		
	Deermont	\$ 2,000.00	Weekend
	Ellendale	\$ 250.00	Per facility/day
	Appling	\$ 500.00	Per facility/day
	Late Registration	\$ 20.00	Per person
	Lights	\$ 30.00	Per 1.5hr, non league teams
	Tennis/Cricket & non BPRD group	\$ 15.00	Per player
	Tournament Fees	\$ 200.00	Per team
	Youth Sports-per person	\$ 80.00	Baseball, Softball & Basketball
		\$ 50.00	Volleyball
	Plus Non-Resident fee	\$ 15.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 350.00	
	8 & u to 14&u basketball	\$ 425.00	
	17 & u basketball	\$ 525.00	
	6 & u 8 & u baseball	\$ 325.00	
	10 & u to 14 & u baseball	\$ 425.00	
	Per person fees for non BPRD Programs	\$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 5.00	Per class
	Belly Dancing	\$ 75.00	Resident per session
		\$ 80.00	Nonresident per session
	Zumba	\$ 5.00	Per class or 8 classes for \$35.00
	Yoga	\$ 5.00	Per class
	Chair Yoga	\$ 5.00	Per class
	Line Dancing	\$ 25.00	Resident per Month
		\$ 30.00	Non-Resident per Month
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: Exhibit ABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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

Attachment: Exhibit ABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

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
	Equipment - Mic over PA	\$ 25.00	Additional Flat Fee for Rental (Aud. On
	Equipment - TV w/ DVD	\$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	\$ 25.00	Additional Flat Fee Per Classroom Rental
	Rental Cleanup - Room 2	\$ 50.00	Additional Flat Fee Per Rm 2 Rental
	Rental Cleanup - Auditorium	\$ 95.00	Additional Flat Fee Per Auditorium Rental
	Tablecloths - 60"x120" or 108" Round	\$ 17.50	Per Table Cloth
	Tablecloths - 90"x132" or 132" Round	\$ 22.50	Per Table Cloth
	Tablecloths - 120"	\$ 20.00	Per Table Cloth
	Tablecloth Overlay - 72"x72" or 90"x90"	\$ 15.00	Per Overlay with Table Cloth Rental
	Chair Cover with Sash	\$ 4.00	Per Chair
	Jewelry Class	\$ 3.00	Per class
	Language Classes	\$ 30.00	Per Session
	Leather Class	\$ 3.00	Per class
	Line Dance Class	\$ 3.00	Per class
	Manicure	\$ 15.00	
	Pedicure	\$ 21.00	
	Special Care Fee	\$ 10.00	Additional (case-by-case)
	Massage - Chair		
	15-minutes	\$ 16.00	Per 15-minute appointment
	30-minutes	\$ 32.00	Per 30-minute appointment
Memberships			
	Basic Membership	\$ 15.00	Per Year
	All-Inclusive Membership	\$ 19.00	Per Month
Newsletter Ad Space			
	Business card size ad	\$ 15.00	Per issue
	Quarter page ad	\$ 25.00	Per issue
	Half page ad	\$ 45.00	Per issue
	Full page ad	\$ 80.00	Per issue
	Half page ad - outside back cover	\$ 100.00	Per issue
	Oil Painting Class	\$ 10.00	Per Month
	Photography Workshop	\$ 35.00	Per Session
	Piano/Music Lessons	\$ 80.00	Per Month

Attachment: Exhibit ABCD Ord 20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Pottery Class	\$ 15.00	Per Month
	Sketching/Art Class	\$ 10.00	Per Month
	Sewing Class	\$ 10.00	Per Month
	Tai Chi	\$ 3.00	Per class
	Yoga	\$ 3.00	Per class
	Zumba Class	\$ 3.00	Per class
Recreation Center			
	Corporate Household	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 40.00	Weekly
	Non-Resident Household	\$ 837.00	Yearly
	Non-Resident Senior Household	\$ 752.00	Yearly
	Non-Resident Senior Single	\$ 493.00	Yearly
	Non-Resident Single	\$ 555.00	Yearly
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 26.00	Weekly
	Resident Household	\$ 555.00	Yearly
	Resident Senior Household	\$ 406.00	Yearly
	Resident Senior Single	\$ 272.00	Yearly
	Resident Single	\$ 357.00	Yearly
	Resident Single - Monthly	\$ 33.00	Monthly
	Resident Household - Monthly	\$ 52.00	Monthly
	Resident Senior Single - Monthly	\$ 25.00	Monthly
	Resident Senior Household - Monthly	\$ 38.00	Monthly
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Non-Resident Single	\$ 52.00	Monthly
	Non-Resident Household	\$ 78.00	Monthly
	Non-Resident Senior Single	\$ 46.00	Monthly

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Senior Household	\$ 70.00	Monthly
	Resident Single	\$ 113.00	3-Month
	Resident Household	\$ 178.00	3-Month
	Resident Senior Single	\$ 86.00	3-Month
	Resident Senior Household	\$ 130.00	3-Month
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	Aquatics		
	Splash Pad Resident - Daily	\$ 5.00	Daily
	Splash Pad Non-Resident - Daily	\$ 12.00	Daily
	Splash Pad Resident - Yearly	\$ 90.00	Yearly
	1 student 1 lesson per mem	\$ 45.00	
	1 student 1 lesson per non-mem	\$ 75.00	
	1 student 4 lessons per mem	\$ 100.00	
	1 student 4 lessons per non-mem	\$ 130.00	
	Lifeguard Instructor mem	\$ 225.00	
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 200.00	
	Lifeguard training non-mem fee	\$ 230.00	
	Masters swim mem daily	\$ 40.00	Monthly
	Masters swim non-mem daily	\$ 55.00	Monthly
	Swim class member fee	\$ 80.00	
	Swim class non-member fee	\$ 110.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
	Daycare		
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Unlimited childcare 1 mo.	\$ 30.00	

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 85.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 145.00	Full Court - 1 Hour Non-Member
		\$ 215.00	Full Court - 2 Hour Non-Member
	Large Meeting Room Rental	\$ 125.00	2 hour Member
		\$ 155.00	3 hour Member
		\$ 185.00	4 hour Member
		\$ 155.00	2 hour Non-Member
		\$ 185.00	3 hour Non-Member
		\$ 210.00	4 hour Non-Member
	Meeting Room 2	\$ 95.00	2 hour Member
		\$ 125.00	3 hour Member
		\$ 155.00	4 hour Member
		\$ 125.00	2 hour Non-Member
		\$ 155.00	3 hour Non-Member
		\$ 185.00	4 hour Non-Member
	Choose 1 Package	\$ 115.00	Member
		\$ 150.00	Non-Member
	Choose 2 Package	\$ 150.00	Member
		\$ 200.00	Non-Member
	Home School Swim	\$ 3.00	
	HS Lap Lane Rental fee	\$ 6.00	
	Lock-In Rental Balance	\$ 800.00	
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Racquetball court rental	\$ 25.00	Per hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 25.00	
	Golf Fitness - Member	\$ 50.00	
	Golf Fitness - Non-Member	\$ 75.00	
	1 Hr Personal Training Member	\$ 50.00	
	1 Hr Personal Training Non-Member	\$ 65.00	
	12 Hrs Personal Training Member	\$ 513.00	
	12 Hrs Personal Training Non-Member	\$ 684.00	
	2 Hr Update Personal Training	\$ 75.00	
	20 Hrs Personal Training Member	\$ 800.00	
	20 Hrs Personal Training Non-Member	\$ 1,000.00	
	20/20/20 Senior Member	\$ 130.00	
	20/20/20 Senior Non-Member	\$ 170.00	
	3 Hr Personal Training Member	\$ 100.00	
	3 Hr Personal Training Non-Member	\$ 145.00	
	30 Hrs Personal Training Member	\$ 1,050.00	
	30 Hrs Personal Training Non-Member	\$ 1,350.00	
	6 Hrs Personal Training Member	\$ 270.00	
	6 Hrs Personal Training Non-Member	\$ 360.00	
	Eager To Exercise Mem	\$ 30.00	
	Eager To Exercise Non-Mem	\$ 40.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Just For Teens Member	\$ 65.00	
	Just For Teens Non-Member	\$ 85.00	
	Small Group Training Member	\$ 130.00	
	Small Group Training Non-Member	\$ 170.00	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1 session	\$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	\$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	\$ 540.00	
	Team Training 2 Members 1 session	\$ 60.00	
	Team Training 2 Members 8 sessions	\$ 400.00	
	Team Training 2 Members 12 sessions	\$ 480.00	
	Team Training 2 Non-Mem 1 session	\$ 70.00	
	Team Training 2 Non-mem 8 sessions	\$ 480.00	
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Next Level Training Member	\$ 35.00	
	Next Level Training Non-Member	\$ 40.00	
	Martial Arts Contract Monthly	\$ 400.00	

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
Other Recreation Center			
	Basketball league registration	\$ 40.00	
	Camp 1 wk mem	\$ 135.00	
	Camp 1 wk mem 1st sibling	\$ 125.00	
	Camp 1 wk mem 2nd sibling	\$ 110.00	
	Camp 1 wk non-mem	\$ 160.00	
	Camp 1 wk non-mem 1st sibling	\$ 150.00	
	Camp 1 wk non-mem 1nd sibling	\$ 135.00	
	Camp day rate member	\$ 35.00	
	Camp day rate non-member	\$ 40.00	
	Health Non-Profit Booth	\$ 30.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 20.00	
	JYM special	\$ 50.00	
	Kickball Team	\$ 375.00	
	Kids Night Out mem	\$ 10.00	
	Kids Night Out Non-Mem	\$ 15.00	
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 25.00	
	Lock-in non member additional child	\$ 20.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 25.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Tanning 1 session	\$ 5.00	
	Tanning punch card 10 sessions	\$ 30.00	
	Tanning unlimited tanning 1 mo.	\$ 30.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 10.00	
	Triathlon late fee individual	\$ 5.00	
	Trunk N Treat	\$ 25.00	
Swim Competition			
	BXST 101 Member	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	Monthly
	Black team non-mem	\$ 75.00	Monthly
	Black 2nd swimmer mem	\$ 50.00	Monthly
	Black 2nd swimmer non-mem	\$ 65.00	Monthly
	Red team mem	\$ 70.00	Monthly

Attachment: Exhibit ABCD Ord20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Red team non-mem	\$ 85.00	Monthly
	Red 2nd swimmer mem	\$ 60.00	Monthly
	Red 2nd swimmer non-mem	\$ 75.00	Monthly
	Senior member	\$ 80.00	Monthly
	Senior non-mem	\$ 95.00	Monthly
	Senior 2nd swimmer mem	\$ 70.00	Monthly
	Senior 2nd swimmer non-mem	\$ 85.00	Monthly
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee out of LSC	\$ 10.00	
	White team mem	\$ 45.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 40.00	Monthly
	White 2nd swimmer non-mem	\$ 55.00	Monthly
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 72.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 5.00	On Total Order
	Credit card processing - per ticket	\$2 & \$4	Depending on Ticket Price
	Tickets - Buy 5 or More Shows Subscription	\$7.50 / \$11.25	5 Shows - 25% off
		\$ 15.00	5 Shows - 25% off
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	\$ 125.00	Fee - includes deposit
	CONCESSIONS		
	BPACC events - per item	\$ 2.00	
	Client Coffee Statin - per event	\$ 20.00	
	Client Coffee Refill - per event	\$ 5.00	
	Client - Hospitality Coordination Fee		Varies - Based on needs & volume
	Client merchandise - per event	15% - of gross	Applies to BPACC series artists
	EQUIPMENT RENTAL		
	Banquet table w/cloth & skirt - per event	\$ 10.00	
	Banquet table with cloth only - per event	\$ 5.00	
	Corded Mics - up to 10 - per mic	\$ 10.00	
	Facility piano & bench - per event	\$ 50.00	
	Facility piano tuning - per event	\$ 150.00	
	Follow spot light - per event	\$ 25.00	Operator Add'l - \$20.00 per hr
	Podium Only - per event	\$ 15.00	
	Podium w Mic - per event	\$ 25.00	

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)

City of Bartlett
Fees Schedule
Fiscal Year 2019-2020

Department	Type	Amount	Frequency/Notes/Description
	Removal of seats - per row/event	\$ 50.00	
	Stage Audio --- Lighting Techs per hour	\$35 -- \$20	
	Stage risers - per event	\$ 100.00	
	Stage screen only - per event	\$ 25.00	
	Wireless Mics - per event - per mic	\$ 85.00	
	SPACE RENTAL		
	Auditorium (per hr, 4-hour minimum)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
	Sponsorship	\$ 1,000.00	& Up
	Special Partnerships	\$ 500.00	\$500 to \$999

Attachment: ExhibitABCDOrd20 (2544 : Ord 19-02 Budget Ordinance.)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

ORDINANCE (ID # 2545)

Meeting: 06/11/19 07:00 PM

Department: Finance

Category: Budget

Prepared By: Eric Phan

Initiator: Dick Phebus

Sponsors:

DOC ID: 2545

Ordinance 19-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2019.

WHEREAS, Tennessee Code Annotated, Section 67-5-103, authorizes municipalities in Tennessee to impose taxes for municipal purposes, and to fix the rates thereof; and

WHEREAS, Article X, Section I of the Bartlett Municipal Charter grants authority by the Board of Mayor and Aldermen to levy taxes for all corporate purposes upon the taxable property, real, personal, and mixed; and

WHEREAS, all property within the city not exempt by general law shall be assessed for taxation based on the assessments made by the Shelby County Assessor's Office;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, that the 2019 Tax Rate shall be levied as follows:

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

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

SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2019.

FIRST READING: May 14, 2019

SECOND READING: May 28, 2019

THIRD READING: June 11, 2019

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

HISTORY:

05/14/19 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 05/28/19

Mr. Phebus noted that the City's tax rate will remain at \$1.83 per \$100 of assessed value.

05/28/19 Board of Mayor and Aldermen **APPROVED ON SECOND READING**
Next: 06/11/19

COMMENTS - Current Meeting:

The City's property tax rate will remain at \$1.83.

RESULT: **APPROVED ON THIRD AND FINAL RE [UNANIMOUS]**

MOVER: Emily Elliott, Alderman

SECONDER: W.C. Pleasant, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 06/11/19 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

Special event permit for St. Ann Fall Fest.**RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]****MOVER:** Jack Young, Vice Mayor**SECONDER:** Bobby Simmons, Alderman**AYES:** Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



APPLICATION FOR SPECIAL EVENT
OFFICE OF
BARTLETT CODE ENFORCEMENT
 6382 STAGE ROAD
 BARTLETT TN 38134
 901-385-6425

Address 6529 Stage Road Zip Code 38134
 Dates of the Event 10/17/19 + 10/19/19 Hours of the Event 6pm-10pm + 10am-10pm
 Type of Event (Fund Raiser, Seasonal, Tent Sale, Sidewalk Sale, Public Attraction) Fundraiser
 Property Owner St Ann Catholic Church
 Special Event Permit Applicant SUSAN HUNT Address of Applicant 6529 Stage Road
 Phone Number 901-266-5206 Fax Number 901-373-9030

Check all items that apply:

For information call (901) 385-6425.

☒ NA State of TN Business License, Shelby County Business License, Bartlett Business License (For Type 2 Events)
☒ Letter of Permission
☒ Insurance
☒ NA Tents (Fire Retardant letter included)
☒ Special Event Checklist
☒ Map
☒ Sign or Banner

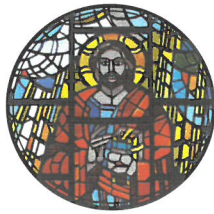
~~\$60.00~~ Special Event Fee
~~\$4.00~~ Permit Issuing Fee
~~\$~~ 2% Credit Card Fee
\$ No Fee Total Permit Fee

Responsible Person Susan Hunt Date 5-16-19

****Notify building department 10 days prior to Special Event to be held unless it is a Public Attraction which requires approval from the Board of Mayor & Aldermen.****

APPROVAL

This application is not a permit and grants no rights or privileges.



ST. ANN

CATHOLIC CHURCH

8.1.a

April 4, 2019

Bartlett Code Enforcement
6382 Stage Road
Bartlett, Tennessee 38134

RE: St. Ann Fall Fest

To whom it may concern:

Enclosed is an application for a permit for the *St. Ann Fall Fest*. This event is scheduled for Thursday, October 17 and Saturday, October 19. Friday, October 18 will be set up day for the events on Saturday.

Please let me know if further information is required.

We appreciate your support and look forward to hearing from you regarding our permit.

Sincerely,

Susan S. Hunt
Parish Administrator
901.497.8108
susan.hunt@stannbartlett.org

Attachment: Special event permit for St. Ann (2563 : St. Ann Fall Fest)

Certificate of Coverage

Date: 4/29/2019

Certificate Holder Bishop of the Diocese of Memphis and His Successors in Office, Diocese of Memphis Catholic Center 5825 Shelby Oaks Drive Memphis, TN 38134	This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.
Covered Location ST ANN CHURCH 6529 STAGE ROAD BARTLETT, TN 38134-0000	Company Affording Coverage THE CATHOLIC MUTUAL RELIEF SOCIETY OF AMERICA 10843 OLD MILL RD OMAHA, NE 68154

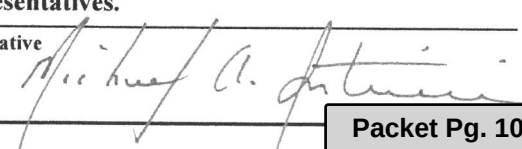
Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
Property				Real & Personal Property	
D. General Liability ☒ Occurrence ☐ Claims Made	8576	7/1/2019	7/1/2020	Each Occurrence	500,000
				General Aggregate	
				Products-Comp/OP Agg	
				Personal & Adv Injury	
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
Excess Liability				Each Occurrence	
				Annual Aggregate	
Other				Each Occurrence	
				Claims Made	
				Annual Aggregate	
				Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)

Coverage is verified for claims arising out of St Ann Church's Fall Fest October 17-19, 2019.

Holder of Certificate	Cancellation
City of Bartlett c/o Code Compliance PO Box 341148 Bartlett, TN 38134 0277001724	Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail <u>30</u> days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives. Authorized Representative 

Special Event Checklist

Event: St Ann Fall Fest
 Location: 6529 Stage Road
 Dates: October 17 & 19, 2019
 Type of special event: (Check one.)

- | | |
|---|--|
| <p>☐ <i>Type 1: Noncommercial Events.</i> Fund-raising or non-commercial events held outside an enclosed permanent structure, including parades, advertised demonstrations, or events, including structures used in conjunction with the event.</p> <p>☐ <i>Type 2: Special Seasonal Events.</i> Farmers' market, Christmas tree sales, fruit, flower or vegetable sales, or sale of other seasonal products, when sold other than on the site where grown, constructed or assembled.</p> | <p>☒ <i>Type 3: Commercial Events.</i> Significant commercial events such as tent sales, sidewalk sales, trade shows, merchandise sales, product demonstrations or transient merchants.</p> <p>☒ <i>Type 4: Public Attractions.</i> Significant outdoor public events intended primarily for entertainment or amusement, such as carnivals, concerts, or festivals, including fireworks displays. Requires approval by the Board of Mayor and Aldermen.</p> |
|---|--|

Exempt events: (If any of these apply, the special event is exempt from the permit requirement.)

- | | |
|---|--|
| <p>☐ <i>Public property.</i> Any special event wholly on public streets and right-of-ways or other property of the City, excluding public parks, which special event is allowed specifically or generally by action of the Board of Mayor and Aldermen.</p> <p>☐ <i>Public parks.</i> Any special event held within a public park. (Although exempt from this Section, these types of special events shall be governed by other provisions of the Codified Ordinances regulating conduct in City parks and recreation areas.)</p> <p>☐ <i>City sponsorship.</i> Any special event sponsored or co-sponsored by the City. Such event shall, however, be in compliance with the performance standards in Section 27.F.</p> <p>☐ <i>Special use permit or site plan.</i> Any business already operating under a special use permit or site plan that authorizes the display and sale of outdoor goods or authorizes the operation of any special event as defined herein.</p> <p>☐ <i>Yard sales.</i> Yard sales regulated under Article VI, Section 1 of the Zoning Ordinance.</p> | <p>☐ <i>Auctions/estate sales.</i> Auctions/estate sale for individual property that is not considered a special event and is conducted by duly licensed auctioneers.</p> <p>☐ <i>Business deliveries.</i> Newspaper delivery or bona fide merchants who deliver goods in the regular course of business.</p> <p>☐ <i>Certain solicitations.</i> Solicitors for charitable, non-profit or religious organizations who go from dwelling to dwelling, business to business, street to street, taking or attempting to take orders for goods, wares and merchandise are exempt from these provisions, provided these organizations meet the Internal Revenue Service Criteria to qualify as a charitable, non-profit or religious organization.</p> <p>☐ <i>First Amendment activity.</i> The dispensing of religious pamphlets or other literature which is protected by the United States Constitution under Freedom of Speech, Religion or Press.</p> <p>☐ <i>Political campaigning.</i> Campaigning for public office.</p> |
|---|--|

Performance standards:

	Sub- mitted ✓ or X	OK	N/A		Comments
1	X			<i>Location.</i> Special events that do not require the use of public right-of-way shall be conducted on private property in a commercial or industrial zoning district, except that non-profit organizations may conduct special events on any property where the owner has granted permission.	
2			X	For all special events that require the use of public right-of-way, the permit granted shall clearly specify the streets to be used for the event and the time that the streets will be closed, if applicable.	
3			X	Type 3 outdoor sales must be conducted by an existing permanent business adjacent to and on the property of the location of the permanent business. The outdoor sales are to be conducted as an adjunct to the existing permanent business.	
4	X			<i>Land-use compatibility.</i> The special event shall be compatible with the purpose and intent of this Section and with adjacent land uses.	
5	X			The special event shall not impair the normal, safe and effective operation of a permanent use on the same site.	
6	X			The special event shall not endanger or be detrimental to the public health, safety or welfare or injurious to property or improvements in the immediate vicinity of the special event, given the nature of the activity, its location on the site and its relationship to parking and access points.	
7	X			<i>Compliance with other regulations.</i> All structures shall meet all applicable provisions of the Building Code.	
8	X			Any temporary structure shall be promptly removed upon the cessation of the event. Within forty-eight (48) hours of cessation of the event, the site shall be returned to its previous condition, including the removal of all litter, signage, attention-attracting devices or other evidence of the special event. If the site is not returned to its previous condition, the City may restore the site at the event coordinator's expense.	

	Sub- mitted ✓ or X	OK	N/A		Comments										
9	X			<i>Hours of operation and duration.</i> The duration and hours of operation of a special event shall be consistent with the surrounding land uses. The total duration of a special event shall not exceed the duration set forth in Table VI.27-1; however, the duration of the special event may be modified by conditions attached to the issuance of the special event permit, as set forth in Section 27.F. Table V.27-1: Special Event Maximum Duration <table><tr><th>Type of Special Event</th><th>Duration</th></tr><tr><td>Type 1: Noncommercial</td><td>30 days</td></tr><tr><td>Type 2: Special Seasonal</td><td>90 days</td></tr><tr><td>Type 3: Commercial</td><td>14 days</td></tr><tr><td>Type 4: Public Attractions</td><td>14 days</td></tr></table>	Type of Special Event	Duration	Type 1: Noncommercial	30 days	Type 2: Special Seasonal	90 days	Type 3: Commercial	14 days	Type 4: Public Attractions	14 days	
Type of Special Event	Duration														
Type 1: Noncommercial	30 days														
Type 2: Special Seasonal	90 days														
Type 3: Commercial	14 days														
Type 4: Public Attractions	14 days														
10			X	In addition to the maximum duration as set forth in Table VI.27-1, a shopping center may hold centralized special events, not connected to individual businesses within the shopping center, which do not exceed sixty (60) days in a calendar year. The duration of all special events in a shopping center may be extended on a case by case basis if the special event(s) take place in shopping center parking areas not required for the primary businesses.											
11	X			<i>Frequency.</i> Except as otherwise provided herein, the maximum frequency of a special event on the same property shall be two (2) times per calendar year, excluding a shopping center. A shopping center shall be allowed to hold four (4) centralized events not connected to any individual business located within the center in addition to those events held by the individual businesses located within the shopping center.											

	Sub- mitted ✓ or X	OK	N/A		Comments
12	X			Type 3 outdoor sales at a specific location may be permitted only as follows: a. Outdoor sales may be permitted once in each calendar month if the duration is not more than three (3) days. b. Outdoor sales may be permitted once in each calendar quarter if the duration is more than three (3) days but not more than ten (10) days. c. The minimum time between consecutive outdoor sales periods for the same business on the same property shall be fourteen (14) days from the beginning of one period to the beginning of the next period. Permitted durations are not cumulative in any time period, that is, the time periods in both "a" and "b" may not be added together.	
13	X			<i>Traffic circulation.</i> The special event shall not cause undue traffic congestion or accident potential, given anticipated attendance and the design of adjacent streets, intersections, parking and traffic controls. All sidewalks shall be left open for pedestrian traffic unless special approval is received for blockage. No alleys, driveways, fire lanes or other access points shall be blocked by the special event unless specific approval is granted for the special event.	
14			X	<i>Street closings.</i> The special event permit recipients shall be responsible for securing, installing and immediate removal upon cessation all barricades and signs when street closings are approved. Large Class III barricades shall be sandbagged to prevent blowing over.	

	Sub- mitted ✓ or X	OK	N/A		Comments
15	X			<i>Fire safety.</i> The fire department shall be consulted for the following requirements and inspection, as necessary. a. Fire lanes a minimum of 20 feet in width and 12 feet in height or as otherwise approved by the Fire Chief must be provided in order to allow Fire Department access within 150 feet of all structures and on at least two sides of all two-story structures within 500 feet of the location of the special event. b. All fire hydrants in the area of the special event must be left with five (5) feet of clearance on all sides and shall be accessible from the fire lanes that are designated with the event. c. No open fires shall be permitted unless advance approval is obtained from the Fire Department. d. Fire extinguishers shall be available as determined by the Fire Chief. e. Temporary electrical wiring for the special event shall be installed in accordance with the requirements of the National Electrical Code. f. Tents shall comply with the Fire Code and applicable building codes. g. Exit signs and proper exiting aisles shall be provided in temporary special event structures.	
16	X			<i>Off-street parking.</i> The event shall not create a parking shortage for any other use. All off-street parking surfaces used for the special event shall be concrete or asphalt.	
17	X			<i>Public conveniences and litter control.</i> Adequate on-site rest room facilities and solid waste containers shall be provided. The applicant shall calculate the demand for such facilities and specify how the need will be addressed.	
18	X			<i>Nuisances.</i> The special event shall not generate excessive noise, dust, smoke, glare, spillover lighting or other forms of environmental or visual pollution.	

	Sub- mitted ✓ or X	OK	N/A		Comments
19	X			<i>Area of parking lot dedicated to outdoor special events.</i> a. No more than ten (10) percent of the parking stalls required for the structure associated with the parking lot in which the special event occurs shall be permitted to be used for a special event. Regardless of how many stalls are occupied by the special event, no special event that occurs in the parking lot for a permanent structure may cause a parking shortage for primary and accessory uses associated with that structure. b. No spikes, nails, anchors or other devices shall be driven into any public street, sidewalk or parking lot surface or into any existing concrete or asphalt. Such devices may be used on private parking lots provided any damage resulting therefrom shall be fixed upon cessation of the event and removal of the devices.	
20			X	<i>City services.</i> If the applicant requests the City to provide services or equipment, including but not limited to traffic control or security personnel, or if the City otherwise determines that services or equipment are required to protect the public health, safety, or general welfare, the applicant shall be required to reimburse the City for the cost of the services. The City may require the applicant to submit a security deposit, in an amount determined by the Chief Administrative Officer and in the form approved by the City Attorney, prior to the event to ensure that the applicant complies with this provision.	
21	X			<i>Insurance coverage.</i> Special event permit recipients must show proof of liability insurance at time of application. If the special event will take place on public property, said certificate of insurance shall name the City as an additional insured party in an amount determined by the Chief Administrative Officer based on the nature of the special event.	

Conditions

Conditions deemed necessary to ensure compatibility with adjacent land-uses and to minimize potential adverse impacts on nearby uses:

	Required ✓ or X	N/A		Comments
22		X	Limitations on signs.	
23	X		Temporary arrangements for parking and traffic circulation.	
24		X	Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.	
25		X	Modifications or restrictions on the hours of operation, duration of the event, size of the event or other operational characteristics.	
26		X	The posting of security in an amount required by the Permitting Official to help ensure that the operation of the event and the subsequent restoration of the site are conducted according to required special event standards and conditions of approval.	
27		X	The provision of traffic control or security personnel to ensure the public safety and convenience.	
28		X	Execution of a "Special event agreement" in a form acceptable to the City Attorney to ensure the indemnification of the City and that public property will be protected and/or restored to its condition prior to the special event.	

Special event permit application, content and submission requirements

A complete application shall be submitted to the Permitting Official at least **ten (10) days** prior to the requested start date of any special event.

The application shall set forth and contain the following information:

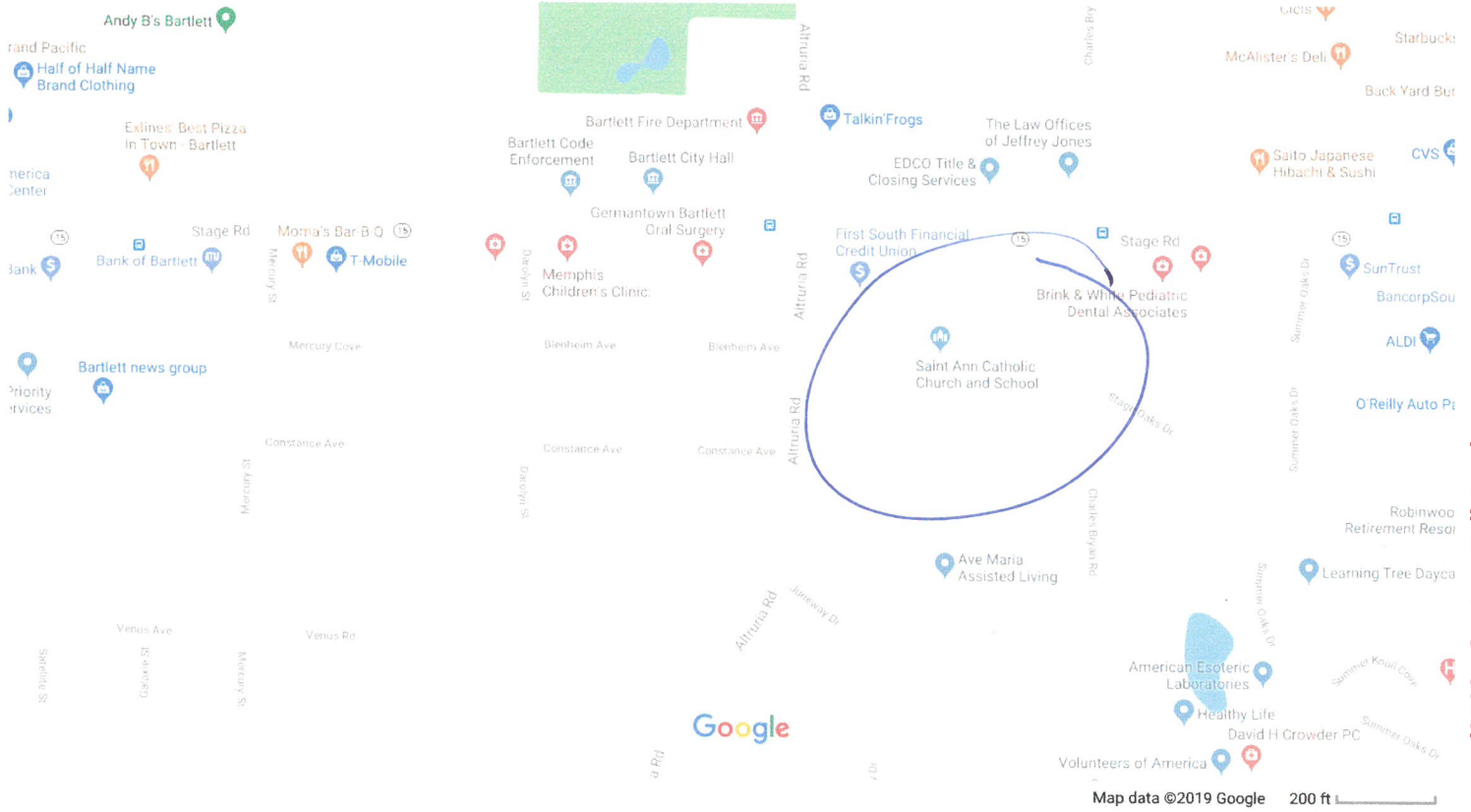
	Sub- mitted ✓ or X	OK	N/A		Comments
29	X			Name and address of the applicant.	
30	X			Names and address of the owner of the premises on which the proposed event is to be held.	
31	X			Written approval from the property owner agreeing to the proposed event, if the applicant is not the same as the property owner.	
32	X			Description of the site on which the proposed event is to be held.	
33	X			Date of the proposed event.	
34	X			A narrative written description of the proposed event, the hours of operation, anticipated attendance, and any buildings/ structures, signs or attention-attracting devices proposed to be used in conjunction with the event, as well as a statement that the standards set forth in this Section have been satisfied. The narrative written description shall also state what public streets, if any, are requested to be used for the special event.	
35	X			A site plan in the form and the level of detail as required by the Permitting Official, showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets, and property lines.	
36	X			Location and number of proposed temporary public toilets.	
37	X			Proposed temporary potable water supplies, which shall be subject to approval by the Director of Code Enforcement, pursuant to applicable authority of the City.	
38	X			Any other information deemed necessary by the Permitting Official to ensure compliance with the standards set forth in this Section.	

Special event permit - authorization by Permitting Official

Type 1, 2 and 3 special events (as defined in part B) may be issued a special event permit by the Permitting Official on the form provided by the City when all of the following conditions have been satisfied and continue to be met throughout the special event:

	OK ✓ or X	N/A		Comments
39	X		A complete application is made on the form provided by the City and a fee paid in accordance with City ordinances.	
40	X		The application has been reviewed and approved in writing by the Code Enforcement, Fire, Police, and Public Works Departments for traffic control and other safety concerns.	
41	X		An electrical plan, if required for the special event, is approved by the Director of Code Enforcement.	
42	X		The Permitting Official determines the following: a. The special event will comply with the special event performance standards...;	
43	X		b. The special event will not endanger the public health, safety, or general welfare given the nature of the activity, its location on the site, and its relationship to parking and access points;	
44	X		c. The special event will not impair the usefulness, enjoyment or value of adjacent property due to the generation of excessive noise, smoke, odor, glare, litter, or visual pollution;	
45	X		d. The special event shall comply with all applicable state and federal health, safety, environmental and other applicable requirements.	

Google Maps



Attachment: Special event permit for St. Ann (2563 : St. Ann Fall Fest)

Modified just now

Screenshot 2019-04-04 1

Share

Open with ▾



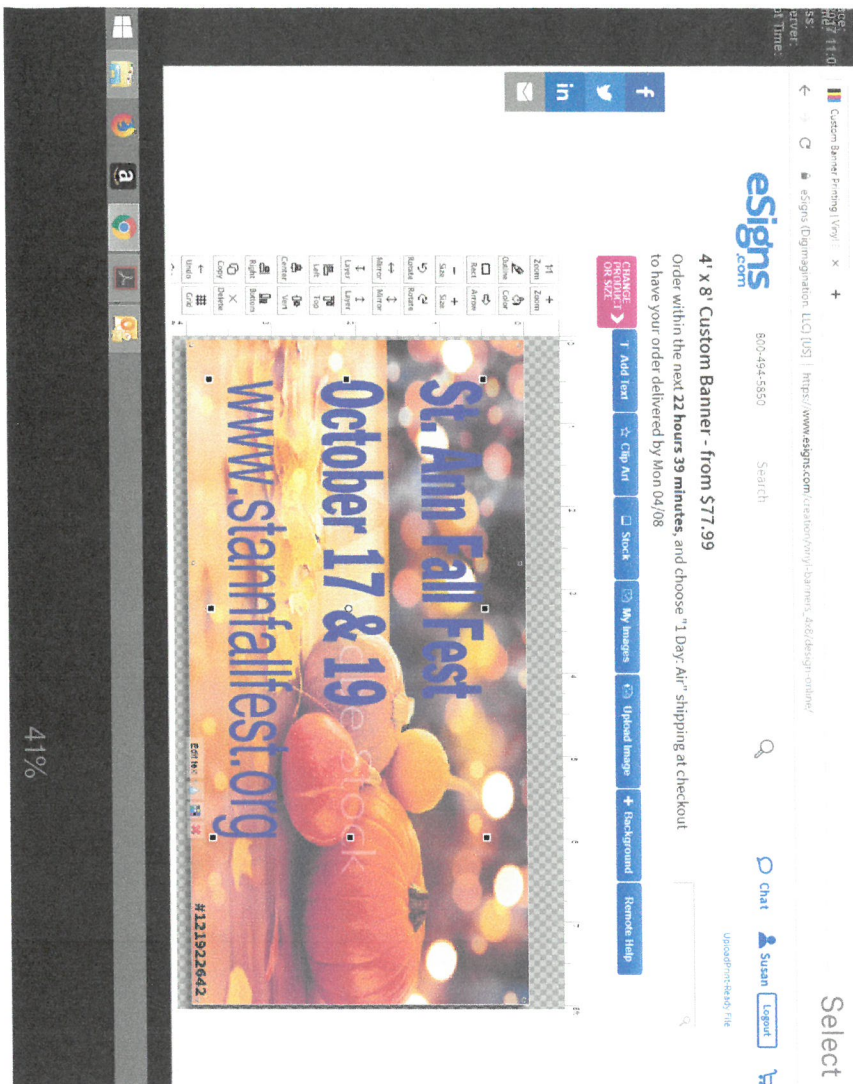
Comments

Activity

About



SH Write a comment



41%

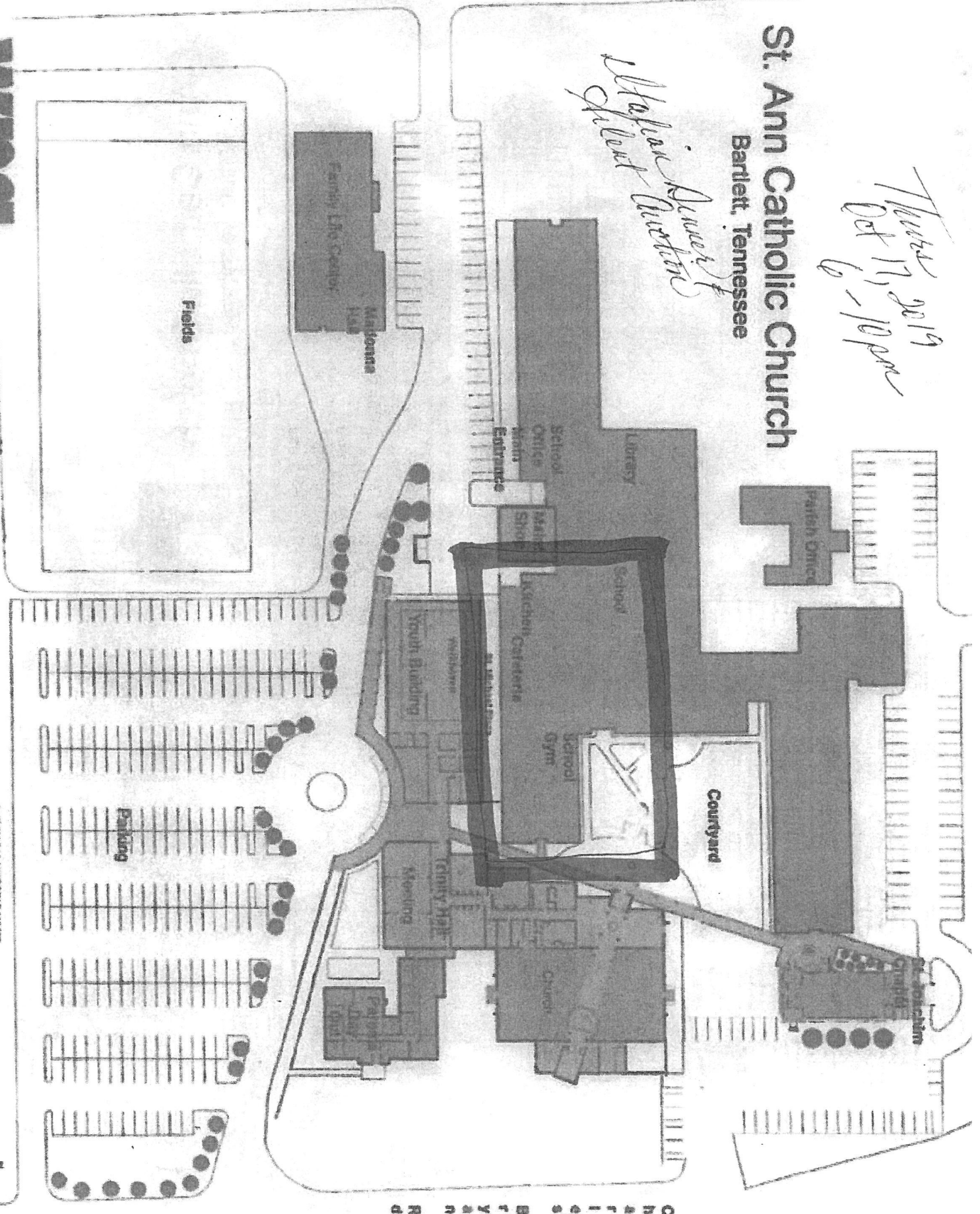
Attachment: Special event permit for St. Ann (2563 : St. Ann Fall Fest)



*Thurs 10/17/2019
Oct 17, 10pm*

St. Ann Catholic Church Bartlett, Tennessee

*Ugaleat Avenue
Shelton Avenue*



Attachment: Special event permit for St. Ann (2563 : St. Ann Fall Fest)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 06/11/19 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Sixth-year renewal of water tank maintenance project.

Last year (2018), the bid for water tank maintenance from Utility Service Company was accepted. The Project bid was for maintenance during a 10-year period.

Please award Year Six of this project to Utility Service Company, Inc. in the amount of **\$103,577.69.**

Funding is available in the Account 510.51051200.945.

A copy of the Agreement and Bid Tabulation is attached. The Project bid was for maintenance over a 10 year period. We are asking you to approve year six at this time.

RESULT:	APPROVED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

AGREEMENT

THIS AGREEMENT, made this _____ day of June, 2018, by and between City of Bartlett, hereinafter called "OWNER" UTILITY SERVICE CO., INC., doing business as (an individual,) or (a Partnership,) or (a Corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the work identified as Contract Year Six (6) shown in the "Work Schedule" on Page WS-1 of: **Elevated Water Tank Maintenance Project**, project manual.
2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within 10 calendar days after the date of the NOTICE TO PROCEED and will complete the same within _____ calendar days unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.
4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of \$ One Hundred Three Thousand Five Hundred Seventy-Seven and 69/100 Dollars (\$103,577.69), or as shown in the Bid schedule.
5. The term "CONTRACT DOCUMENT" means and includes the following:
 - (A) Advertisement for BIDS
 - (B) Information for BIDDERS
 - (C) BID
 - (D) BID BOND
 - (E) Agreement
 - (F) General Conditions
 - (G) Special Conditions
 - (H) Payment Bond
 - (I) Performance Bond
 - (J) NOTICE OF AWARD

A-1

(K) NOTICE TO PROCEED

(L) CHANGE ORDER

(M) DRAWINGS none

(N) SPECIFICATIONS prepared or issued by City of Bartlett – Engineering Department
Dated April 29, 2013

(O) ADDENDA:

NO. 1, Dated May 8, 2013

NO. _____, Dated _____, 20

NO. _____, Dated _____, 20

NO. _____, Dated _____, 20

NO. _____, Dated _____, 20

NO. _____, Dated _____, 20

6. The OWNER will pay to the CONTRACTOR in the manner and at such time as set forth in the General Conditions such amount as required by the CONTRACT DOCUMENTS.

7. This Agreement shall be binding upon all parties hereto and their respectable heirs, executors, administrators, successors, and assigns.

A-2

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, the Agreement in (3), each of which shall be deemed an original on the date first above written.

CITY OF BARTLETT
OWNER

BY _____

PRINT NAME A. Keith McDonald

TITLE Mayor, City of Bartlett

(SEAL)
ATTEST:

NAME _____
Print

TITLE _____

Utility Service Co. Inc.
CONTRACTOR

BY Curt Dinsdale

PRINT NAME Curt Dinsdale

TITLE Director of Bid Department

**STATE OF GEORGIA
COUNTY OF HOUSTON**

Before me, the undersigned, a Notary Public, in and for said County and State, duly commissioned and qualified, personally appeared Curt Dinsdale, with whom I am personally acquainted and who upon oath acknowledged that he/she executed the foregoing instrument for the purpose contained therein as his/her own free act and deed.

Witness my hand and notary seal the 13th day of February, 2019.

Cristyl Smith
Notary Public

My Commission expires: 9/19/21



A-3

BID TABULATION—ELEVATED TANK MAINTENANCE PROJECT

BID TOTAL FOR INITIAL CONTRACT YEAR (FISCAL YEAR 2014)	\$ <u>Complete</u>
BID TOTAL FOR FISCAL YEAR 2015	\$ <u>Complete</u>
BID TOTAL FOR FISCAL YEAR 2016	\$ <u>Complete</u>
BID TOTAL FOR FISCAL YEAR 2017	\$ <u>Under Contract</u>
BID TOTAL FOR FISCAL YEAR 2018	\$ <u>\$92,700.00</u>
BID TOTAL FOR FISCAL YEAR 2019	\$ <u>103,577.69</u>
BID TOTAL FOR FISCAL YEAR 2020	\$ _____
BID TOTAL FOR FISCAL YEAR 2021	\$ _____
BID TOTAL FOR FISCAL YEAR 2022	\$ _____
BID TOTAL FOR FISCAL YEAR 2023	\$ _____
TOTAL BID	\$ _____
TOTAL BID AMOUNT FOR PROJECT IN WORDS	_____

Utility Service Co., Inc.
Contractor

478-987-0303
Telephone Number

Curt Dinsdale
Authorized Representative

2/22/19
Date

Print Name Curt Dinsdale, Director of Bid Dept.

BT-6



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 06/11/19 07:00 PM

Department: Engineering

Category: Purchase

Prepared By: Becky Bailey

Department Head: Rick McClanahan

Purchase 15 programmable school zone flashing light systems.

The programmable school zone flashing lights will allow the City of Bartlett the ability to program our own school flashers, rather than pay the City of Memphis or a contractor to program them. This will allow for last minute timing changes for special events and inclement weather, and allow the City to address system problems immediately.

Ten-year service plans include cellular service, monitoring, maintenance and replacement on the new timers.

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**

MOVER: Jack Young, Vice Mayor

SECONDER: Bobby Simmons, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 06/11/19 07:00 PM

Department: Engineering

Category: Bid

Prepared By: John Horne

Department Head: John Horne

Bid for the Covington Pike sewer project.

The Covington Pike Sewer Project was advertised in *The Daily News* on May 2, 2019. The contractors that picked up bid documents are as follows:

Argo Construction
B & C Construction
ENSCOR, LLC
Marbury Construction
Madden Phillips Construction

On May 23, 2019, we received three bids for the construction of the **Covington Pike Sewer Project**. The apparent low bidder, B & C Construction, submitted a total bid of **\$808,736.70**.

Based on the bid prices submitted, the Engineering Department recommends awarding this contract to B & C Construction with the bid amount of **\$808,736.70**, plus a contingency of \$80,874.00, plus \$10,389.30 for field testing, for a total cost of \$900,000.00.

Bidder	Total Base Bid
Argo Construction	\$864,281.10
B & C Construction	\$808,736.70
ENSCOR, LLC	\$1,221,479.75

B & C Construction has performed work for the City of Bartlett on other projects.

Funding is available in Account 312.48312.780.81151.

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER: Jack Young, Vice Mayor
SECONDER: Bobby Simmons, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

NOTICE TO BIDDERS

Sealed Bids are to be received no later than 2:00 P.M. on **Thursday, May 23, 2019**. All bid packets with an original, clearly identified, and two copies, must be labeled "**FY2019-05-044 COVINGTON PIKE SANITARY SEWER PROJECT**" and addressed to:

**MAYOR A. KEITH MCDONALD
 CITY OF BARTLETT
 6400 STAGE ROAD
 BARTLETT, TENNESSEE 38134-1148**

The City reserves the right to reject any and all bids and to waive any informality in the bidding process. The City of Bartlett is an equal opportunity employer and will not discriminate against any individual for any reason. If further information is desired, please contact Debbie Cairncross, Purchasing Agent at 901-385-6416 or by email at dcairncross@cityofbartlett.org.

Construction Plans, Bid Booklet and Document Received Form can be downloaded for free at www.cityofbartlett.org. Once these (3) documents have been downloaded from the City of Bartlett Website, each Bidder **MUST** fill out the Document Received Form, and **email** it to:

Dena Hathaway (901-385-6499) at dhathaway@cityofbartlett.org. This document must be received by Dena no later than 5:00PM CST on May 16, 2019. Failure to do so may disqualify you as a bidder.

Questions regarding the Construction Plans and Bid Booklet must be **emailed** to **John Horne, P. E.** at jhorne@cityofbartlett.org. These questions must be received by John no later than 5:00PM CST on May 17, 2019.

Please quote prices on Bid Pricing sheets BPS 1-3

We propose to furnish the item(s) listed on attached form(s) at prices quoted and guarantee safe delivery FOB Delivered and as specified.

These prices are submitted with a declaration that no City Official or Employee has a financial or beneficial interest in this transaction.

B & C CONST. CO. INC.
 NAME OF FIRM

DEXTER @ BAND C
 CONSTRUCTION. ORG
 E-MAIL ADDRESS

8009 OLD BROWNSVILLE
 ARLINGTON TN 38002
 ADDRESS


 SIGNATURE OF AUTHORIZED
 REPRESENTATIVE

901-386-7040
 TELEPHONE

BILL KOENEMAN
 PRINT NAME

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

PUBLIC ACTS 109

"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106."

Full text of Public Chapters can be found on the Tennessee Secretary of State's website: [http://tnsos.org/acts/ PublicActs.109.php](http://tnsos.org/acts/PublicActs.109.php).

Print Name BILL KOENEMAN

Signed *Bill Koeneman*

Title PRESIDENT

Subscribed and sworn before me this 17 day of MAY, 20 19.

Signed *Rose Mary Proctor* Print Name ROSE MARY PROCTOR

Title NOTARY

My commission expires July 31, 20 22.



NOTE: Bids cannot be considered nor awards made to anyone without the above required statement.

SUSPENSION AND DEBARMENT CERTIFICATION

NOTE: *This form is required for all Federal and State funded bids and is optional for all other bids.*

Definitions:

- Debarment** In general, an exclusion from federal government contracting and subcontracting for a reasonable, specified period of time because an individual or vendor failed to perform or their performance was inadequate.
- Suspension** A disqualification from federal government contracting and subcontracting for a temporary period of time occurs when a company or individual is suspected of engaging in criminal, fraudulent, or seriously improper conduct. Suspension is to be used on an interim basis pending debarment proceedings.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989 Federal Register (pages 4722-4733). Copies of the regulation may be obtained by contacting the USDA agency with which the transaction originated.

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant (Contractor) is providing the certification set out below in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant (Contractor) **knowingly** rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant (Contractor) shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant (Contractor) learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant (Contractor) agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant (Contractor) further agrees by submitting this form that it will include this clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction; unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
 - (a) The prospective lower tier participant (Contractor) certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by a Federal department or agency.
 - (b) Where the prospective lower tier participant (Contractor) is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signatures on next page

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

Suspension And Debarment Certification (signature page)

Company/Firm BEC CONST. CO. INC.

Print Name BILL KOENEMAN

Signed Bill Koeneman

Title PRESIDENT

Subscribed and sworn before me this 17 day of MAY, 20 19.

Signed Rose Mary Proctor Print Name Rose Mary Proctor

Title NOTARY

My commission expires: July 31, 20 22.



NOTE: This form is required for all Federal and State funded bids and is optional for all other bids.

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of TN)

County of SHELBY) S.S.

BILL KOENEMAN, being first duly sworn, deposes and says that:

- (1) He/She is PRESIDENT of B&C CONST. CO INC the Bidder that has submitted the attached BID;
- (2) He/She is fully informed respecting the preparation and contents of the attached BID and of all pertinent circumstances respecting such BID;
- (3) Such Bid is genuine and is not a collusive or sham BID;
- (4) Neither the said Bidder nor any of its officers, partners owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agree, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder firm or person to fix the price of prices in the attached Bid, or of any other Bidder, or to fix any overhead, profit or cost element or the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the CITY OF BARTLETT or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

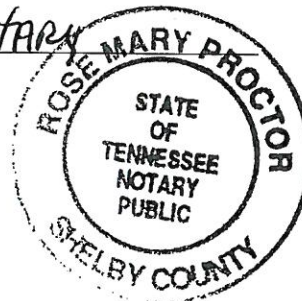
(Signed) Bill Koeman

(Title) PRESIDENT

Subscribed and sworn before me this 17 day of May, 20 19

Rose Mary Proctor (Title) Notary

My commission expires July 31 20 22.



NCA-1

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

CONTRACT MONITORING

The **Tennessee Department of Transportation** requires the City of Bartlett to maintain records of those ethnic and gender groups who are awarded bids on projects.

You are asked for **voluntary disclosure** of the following information as it pertains to the ownership of the bidding company:

Company Name: _____ Date: _____

Gender: Male __ Female __

Race: Caucasian __

African American __

Hispanic ____

Other (please specify) _____.

_____ I have reviewed this request and have decided **NOT** to provide the requested information.

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

CONTRACT MONITORING – PART 2

All contractors, consultants, and suppliers that receive funds from state or federal projects (through Bartlett) must comply with Title VI guidelines. All contractors/consultants/suppliers will have to follow many of the same guidelines that apply to the City of Bartlett. The City's Title VI coordinator will perform compliance reviews of each entity as the selection for the award to receive funds and then reviews will be performed a minimum of every 3 years during the life of the contract while they are receiving funds.

The following self-survey will be the tool used by the City of Bartlett to ensure the selected contractor/consultant/supplier compliance; if found to be non-compliant, the City's Title VI Coordinator will attempt to bring into compliance. If continued to be non-compliant, the contract will be cancelled and the City's our association will be discontinued.

Title VI Self Survey for Contractors/Consultants/Suppliers

Name of Contractor: _____ Date Completed: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

This should be completed annually while the contract is active and submitted to the sub-recipient's Title VI Coordinator for review.

1. Are Title VI posters visible to staff? If yes, where? _____

2. Are all Physical Areas (i.e. restrooms, dining rooms, waiting rooms, etc.) provided without regard to race, color, or national origin? _____
3. How is Title VI information disseminated to new/current employees? _____

COVINGTON PIKE SANITARY SEWER PROJECT

Sealed Bid #: FY2019-05-044

Due Date: May 23, 2019

4. Describe how certified Disadvantaged Business Enterprises (DBEs), other small, minority and women-owned businesses are solicited to participate on contracts.
-
-

5. What process has been established to track and monitor ethnicity and gender of any contractors awarded contracts/sub-contracts?
-

6. Provide documentation to show that contracts contain non-discrimination assurance language.

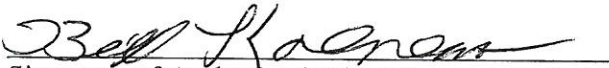
7. Provide complaint procedures and attach complaint log form.

8. Provide Limited English Proficiency Communications Plan (i.e. how do you communicate with persons that speak a language other than English.)

The Title VI Assurance (below) is to **be submitted on Company (selected bidder's) Letterhead:**

Contractor/Consultant Name assures that no person on the grounds of race, color, national origin, or sex, as provided by the Title VI of the Civil Rights Act of 1964 and from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

DECLARATION OF RESPONDENT: I declare that I have completed this form to the best of my knowledge and believe it to be true and correct.


Signature of Authorized Official

Date

5/17/19

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The State Department of Military provides benefits and services such as emergency management assistance, National Guard protection services and facility construction and maintenance, and disaster assistance following a major Presidential declaration. The federal assistance administered by the Military Department are pass through funds to local governments, other state agencies, and certain private non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Local Title VI Coordinator:
Ted Archdeacon, Director of Personnel,
City of Bartlett; 901-385-6430

**MILITARY DEPARTMENT
TITLE VI COMPLAINT HOTLINE:
1-800-367-9635**

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

AFFIDAVIT OF EQUIVALENT DRUG TESTING PROGRAM

State of TN)

County of SHELBY ^{S.S.})

BILL KOENEMAN, being first duly sworn, deposes and says that:

- (1) He/She is PRESIDENT of the company submitting this bid and has authority to sign this affidavit.
- (2) He/She is fully informed of the City of Bartlett's drug policy as outlined in this bid.
- (3) His/Her company has a testing program in place equal to or greater than the City's program

Print Name BILL KOENEMAN

Signed [Signature]

Title PRESIDENT

Subscribed and sworn before me this 17 day of MAY, 20 19.

Signed Rose Mary Proctor Print Name Rose Mary Proctor

Title Notary

My commission expires: July 31, 20 22.



COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

BID PRICING SHEET

(Must include an original, clearly identified, and two complete copies of all required documents)

COVINGTON PIKE ROAD SANITARY SEWER PROJECT					
Item No.	Description	UNIT	QUANTITY	UNIT	TOTAL
1	MOBILIZATION	LS	1	20,000.00	20,000.00
2	CLEARING AND GRUBBING	LS	1	30,000.00	30,000.00
3	TRAFFIC CONTROL	LS	1	10,000.00	10,000.00
4	EROSION CONTROL TYPE C SILT FENCING	LF	5,400	5.00	27,000.00
5	CONSTRUCTION ENTRANCE	EA	1	3,500.00	3,500.00
6	8" SANITARY SEWER PIPE (4'-6' DEEP) SDR 26 PVC GRAVITY SEWER	LF	172	20.00	3,440.00
7	8" SANITARY SEWER PIPE (6'-8' DEEP) SDR 26 PVC GRAVITY SEWER	LF	589	22.00	12,958.00
8	8" SANITARY SEWER PIPE (8'-10' DEEP) SDR 26 PVC GRAVITY SEWER	LF	539	24.00	12,936.00
9	8" SANITARY SEWER PIPE (10'-12' DEEP) SDR 26 PVC GRAVITY SEWER	LF	84	28.00	2,352.00
10	8" SANITARY SEWER PIPE (12'-14' DEEP) SDR 26 PVC GRAVITY SEWER	LF	159	32.00	5,088.00
11	12" SANITARY SEWER PIPE (4'-6' DEEP) SDR 26 PVC GRAVITY SEWER	LF	250	30.00	7,500.00
12	12" SANITARY SEWER PIPE (6'-8' DEEP) SDR 26 PVC GRAVITY SEWER	LF	15	33.00	415.00
13	12" SANITARY SEWER PIPE (8'-10' DEEP) SDR 26 PVC GRAVITY SEWER	LF	275	36.00	9,900.00
14	12" SANITARY SEWER PIPE (10'-12' DEEP) SDR 26 PVC GRAVITY SEWER	LF	562	40.00	22,480.00
TOTAL BASE BID THIS PAGE ONLY					167,649.00

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

Initial 23 JK

COVINGTON PIKE SANITARY SEWER PROJECT

Sealed Bid #: FY2019-05-044

Due Date: May 23, 2019

COVINGTON PIKE ROAD SANITARY SEWER PROJECT

Item No.	Description	UNIT	QUANTITY	UNIT	TOTAL
15	12" SANITARY SEWER PIPE (10'-24' DEEP) LINED DUCTILE IRON GRAVITY SEWER	LF	296	80.00	23,680.00
16	12" SANITARY SEWER PIPE SDR 26 PVC GRAVITY BORED WITH 24" STEEL CASING PIPE	LF	613	680.00	416,840.00
17	4' DIAMETER SEWER MANHOLES (0'-6' DEEP WITH RIM & COVER)	Each	12	2200.00	26,400.00
18	4' DIAMETER SEWER MANHOLES (0'-6' DEEP WITH WATER TIGHT RIM & COVER & VENT)	Each	5	2500.00	12,500.00
19	4' DIAMETER EXTRA DEPTH SEWER MANHOLES	VF	75	250.00	18,750.00
20	6" SDR 26 COMPLETE SEWER SERVICE & STAND PIPE (OPEN CUT)	Each	9	750.00	6,750.00
21	#57 STONE FOR UNDERCUT BEDDING	TON	750	40.00	30,000.00
22	ENGINEERED FILL HAULED IN OFFSITE AND COMPACTED IN PLACE	CY	500	20.00	10,000.00
23	ENGINEERED FILL EXCAVATED ONSITE, AND COMPACTED IN PLACE	CY	500	10.00	5,000.00
24	CR610 FOR EXISTING PUMP STATION ACCESS DRIVE	TON	50	40.00	2,000.00
25	TEMPORARY SEEDING AND MULCHING	SY	12539	.30	3,761.70
26	SOD	SY	12539	4.00	50,156.00
27	SEPTIC TANK FIELD LINE REPAIR/REPLACEMENT	LF	200	15.00	3,000.00
28	CORE DRILL CONNECTION & VENT MODIFICATION TO EXISTING SMH #1	Each	1	1,750.00	1,750.00
29	INSTALLATION OF 3 STRAND BARBED WIRE FENCE & CATTLE FENCE	LF	1400	20.00	28,000.00
30	INSTALLATION OF GATE	LS	1	2,500.00	2,500.00
TOTAL BASE BID THIS PAGE ONLY					641,087.70
GRAND TOTAL BASE BID					808,736.70

Initial B.1/1

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

TOTAL BID IN WORDS:

Eight Hundred - eight THOUSAND - SEVEN HUNDRED - THIRTY
six dollars & 70/100 \$808736.70

Show dollar amount in both words and figures. In case of discrepancy, the amount in words shall govern.

Note: "Total Base Bid" shall include all materials, labor, subcontracting costs, permits (except those issued by Bartlett Codes Enforcement), bonds, and/or insurance, allowances, bailing, shoring, removal, overhead, profit, et cetera to cover the finished work of the project.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 days after the scheduled closing time for receiving bids.

Respectfully submitted:

B&C CONST. CO. INC
 NAME OF FIRM

DEXTER@BANDC
CONSTRUCTION.ORG
 Email

BILL KOENEMAN
 Authorized Representative
 (Typed or Printed)

901-386-7040
 Phone Number

Bill Koerner
 Authorized Representative Signature
 (Required)

5/17/19
 Date

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, B & C

Construction Company, Inc. As Principal, and

U. S. Specialty Insurance Company as Surety, are hereby held and firmly bound

unto City of Bartlett as OWNER in the penal sum of _____

5% of BID for the payment of which, well and truly to be made, we hereby jointly and severally bind successors, assigns and ourselves.

Signed, this 23rd day of May, 20 19.

The Condition of the above obligation is such that whereas the Principal has submitted to a certain BID attached hereto and hereby made a part hereof to enter into a contract in writing, for the

FY2019-05-044 - Covington Pike Sanitary Sewer Project

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall be execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

BB-1

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

COVINGTON PIKE SANITARY SEWER PROJECT
 Sealed Bid #: FY2019-05-044
 Due Date: May 23, 2019

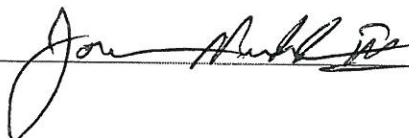
The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Print Name B & C Construction Company, Inc.

By  (L.S.)
 Principal

Surety U. S. Specialty Insurance Company

By:  Print Name: Joseph Madden III
Attorney-in-Fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.



**TOKIO MARINE
HCC**

8.4.a

POWER OF ATTORNEY

**AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY**

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

Mark E. Harris, Joseph Madden III, Richard L Powell, Ric Stallings, Tona Jo Hunter,
W.W. Jones II, Keith W. Brown or Cooper W. Permenter of Memphis, Tennessee

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed *****Ten Million***** Dollars

(***\$10,000,000.00***). This Power of Attorney shall expire without further action on April 23rd, 2022. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 1st day of June, 2018.

**AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY**

State of California

County of Los Angeles



By: _____

Daniel P. Aguilar, Vice President

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

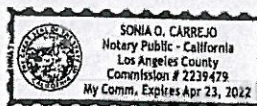
On this 1st day of June, 2018, before me, Sonia O. Carrejo, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(seal)



I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 23rd day of May, 2019.

Corporate Seals

Bond No. Bid Bond

Agency No. 17037



Kio Lo, Assistant Secretary

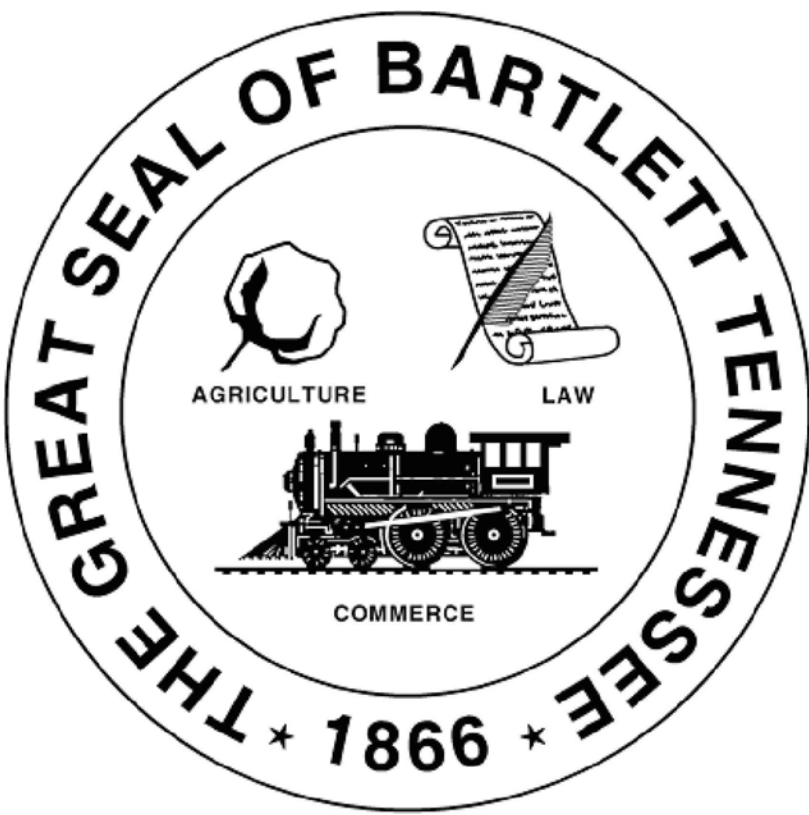
visit tmhcc.com/surety for more information

HCCSMANPOA06/2018

Packet Pg. 138

Attachment: B & C (LOW BIDDER) (2557 : Bid for the Covington Pike Sewer Project)

COVINGTON PIKE ROAD SANITARY SEWER PROJECT



INDEX OF SHEETS

COVER.....	G-1
EXISTING CONDITIONS.....	C-1
EROSION CONTROL PLAN PHASE 1.....	C-2
EROSION CONTROL PLAN PHASE 2.....	C-3
PROPOSED PLAN AND PROFILE	C-4-C7
DETAILS.....	C-8
TRAFFIC CONTROL PLAN.....	C-9

THE CITY OF BARTLETT, TN

MAYOR:

A. KEITH MCDONALD

ALDERMEN:

WC (BUBBA) PLEASANT

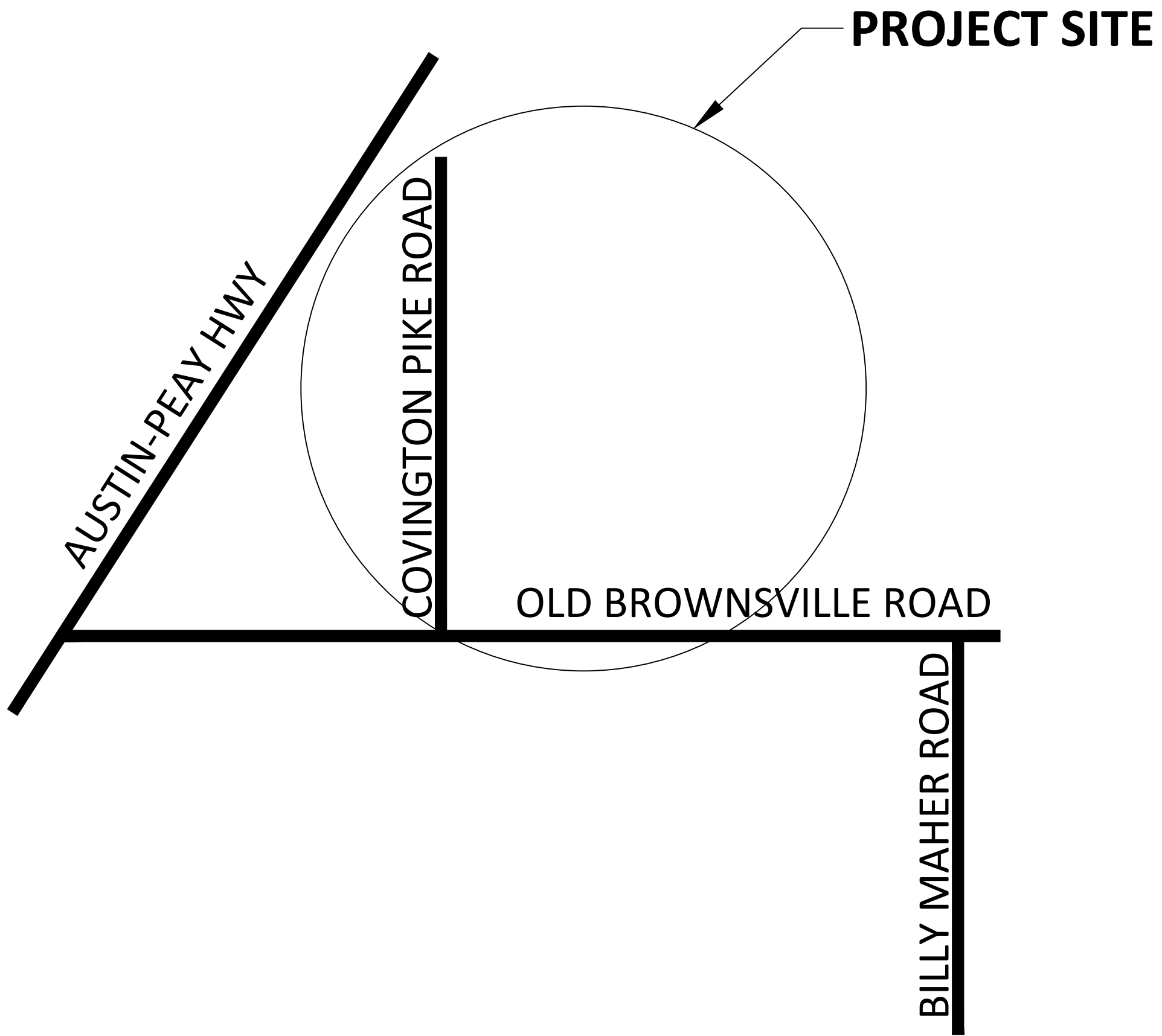
EMILY ELLIOTT

DAVID PARSONS

BOBBY SIMMONS

JACK YOUNG

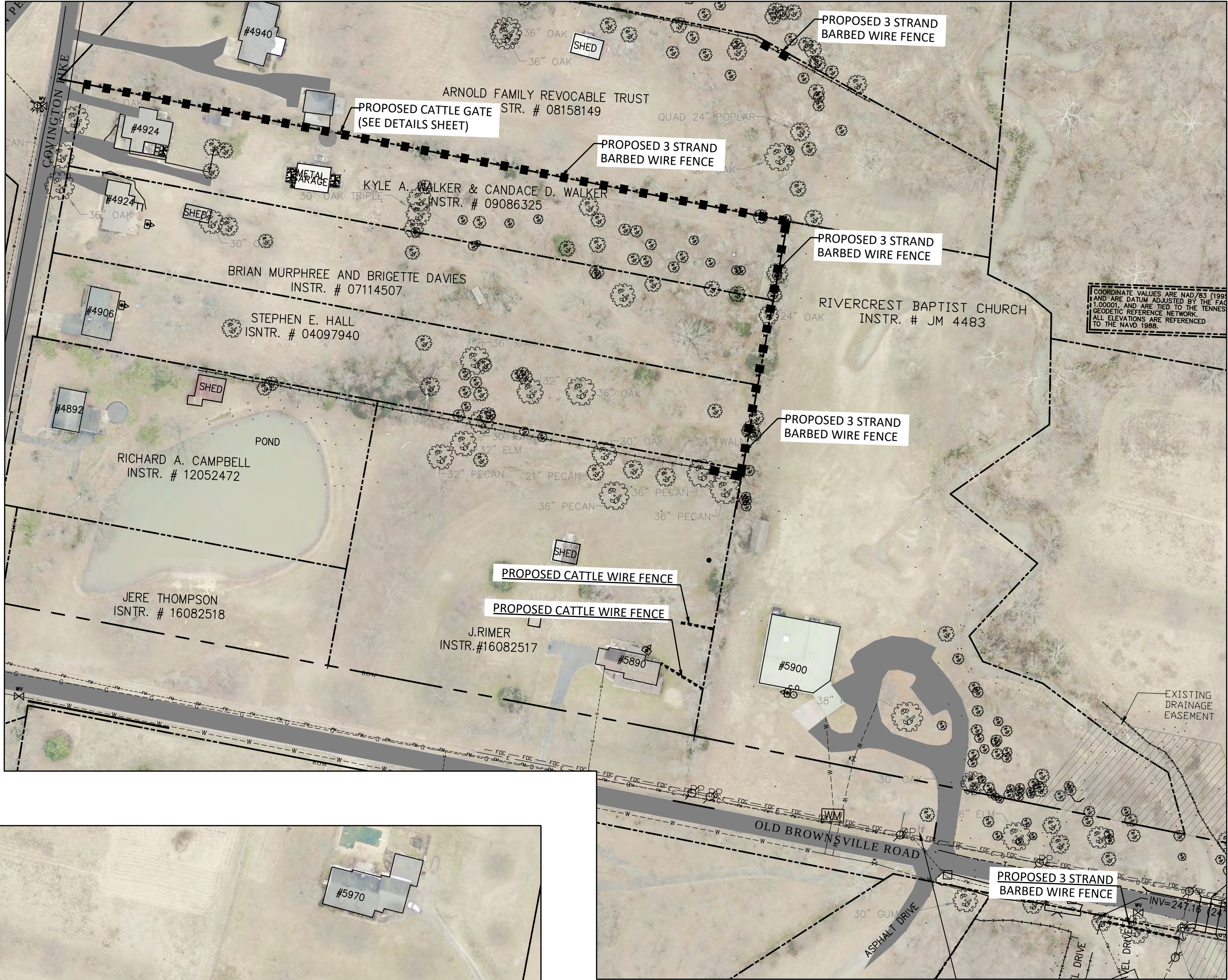
PAULA SEDGWICK



CITY ENGINEER: William R. McClanahan P.E.
ASSISTANT CITY ENGINEER: John T. Horne, P.E.



EXISTING CONDITIONS



PROPOSED FENCE
REPAIR/REPLACEMENT
LOCATIONS

APPROVED FOR CONSTRUCTION

THE DOCUMENT BEARING THIS STAMP HAS BEEN REVIEWED BY THE

CITY OF BARTLETT

UNDER THE AUTHORITY DELEGATED BY THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION

DIVISION OF WATER POLLUTION CONTROL AND IS HEREBY APPROVED FOR CONSTRUCTION

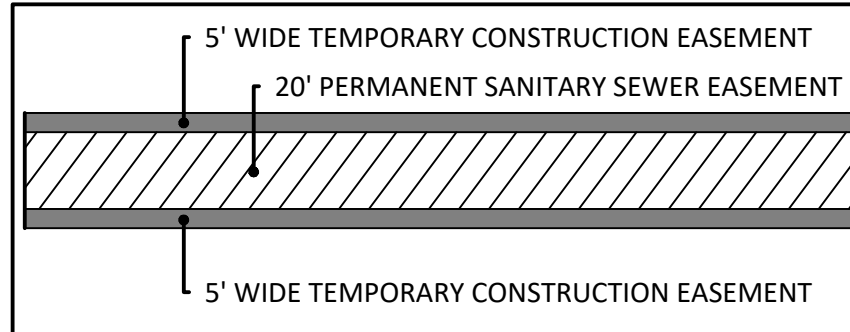
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CITY ENGINEER: *[Signature]*

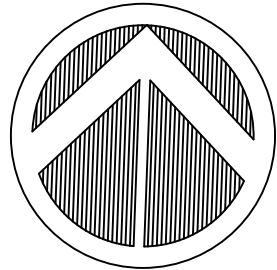
DATE: *4/9/19*

APPROVAL EXPIRES IN 12 MONTHS

- GENERAL NOTES:
1. NOTIFY THE CITY OF BARTLETT ENGINEERING DEPARTMENT BEFORE CONSTRUCTION BEGINS. (PHONE: 385-6499)
 2. 98% COMPACTION, STANDARD PROCTOR, IS REQUIRED ON THE COMPACTED TRENCHES, FROM STA. 3+25 TO 9+50.
 3. LOCATION OF EXISTING UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE NOT NECESSARILY ALL OF THE SAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING 811 TO INITIATE THE APPROPRIATE UTILITY COMPANIES IN ORDER TO DETERMINE THE EXACT LOCATION OF ALL UTILITIES AND/OR UNDERGROUND STRUCTURES PRIOR TO THE INITIATION OF ANY CONSTRUCTION. CONTRACTOR SHALL ALSO ASSUME FULL RESPONSIBILITY FOR THE DAMAGE TO ANY UTILITIES ENCOUNTERED WITHIN THE CONSTRUCTION PERIMETERS. FOR SITE LOCATIONS OF EXISTING UTILITIES, PLEASE CALL 811.
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TYPICAL EASEMENTS



LEGEND

- Existing Trees
- Existing Elevation Contour
- Existing Fence
- Existing Overhead Electric Line
- Existing Power Pole
- Existing Gas Line
- Existing UG Fiber Optic Line
- Existing Water Line
- Existing Drainage Line
- Existing Sewer Forcemain
- Existing Sewer Line
- Road Right of Way
- Existing Property Line
- Existing Asphalt
- Existing Gravel Driveway
- Existing Water Meter
- Existing Mail Box
- Approx. Location of Septic Tank



REVISIONS		
ITEM	DESCRIPTION	DATE



EXISTING CONDITIONS COVINGTON PIKE ROAD Sanitary Sewer Project

DRAWN: J.HORNE DATE: APRIL 2019

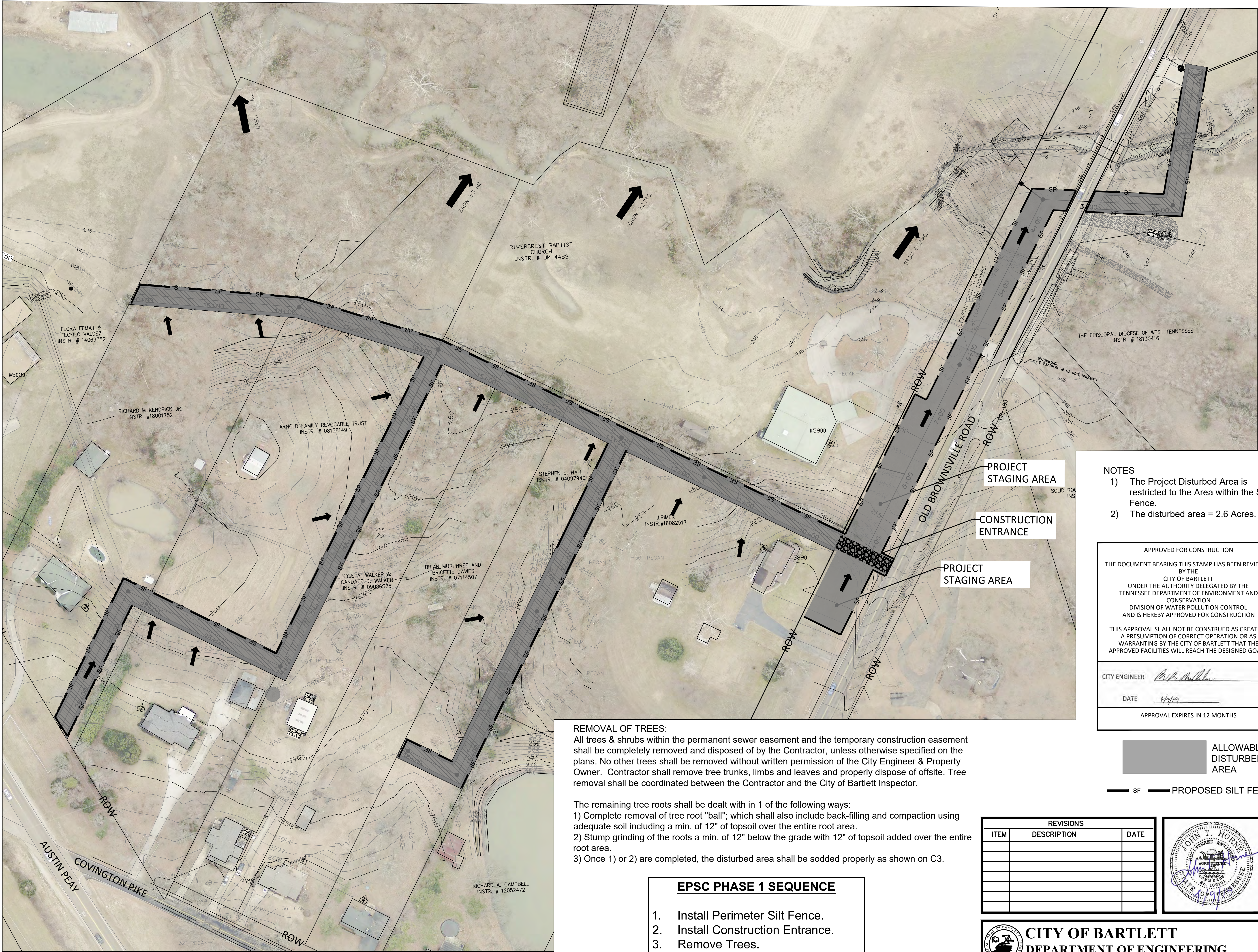
CITY ENGINEER: *[Signature]*

DATE: *4/9/19*

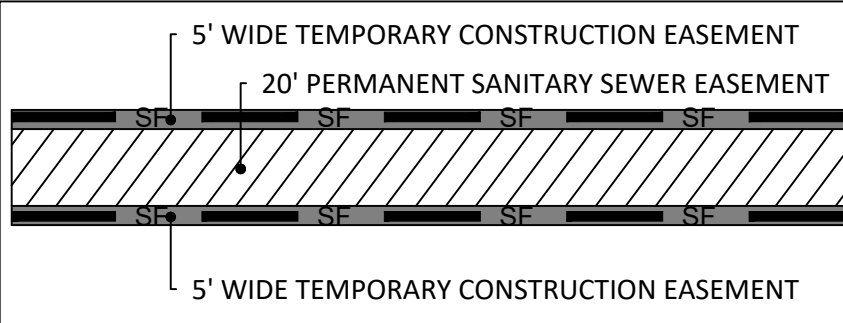
CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

811 Know what's below.
Call 811 before you dig

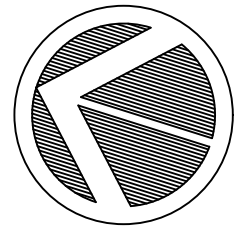
SHEET C1



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TYPICAL EASEMENTS



LEGEND

- Existing Trees
- Existing Elevation Contour
- Existing Fence
- Existing Overhead Electric Line
- Existing Power Pole
- Existing Gas Line
- Existing UG Fiber Optic Line
- Existing Water Line
- Existing Drainage Line
- Existing Sewer Forcemain
- Existing Sewer Line
- Road Right of Way
- Existing Property Line
- Existing Asphalt
- Existing Gravel Driveway
- Existing Water Meter
- Existing Mail Box
- Approx. Location of Septic Tank

- NOTES
- 1) The Project Disturbed Area is restricted to the Area within the Silt Fence.
 - 2) The disturbed area = 2.6 Acres.

APPROVED FOR CONSTRUCTION

THE DOCUMENT BEARING THIS STAMP HAS BEEN REVIEWED BY THE CITY OF BARTLETT UNDER THE AUTHORITY DELEGATED BY THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION DIVISION OF WATER POLLUTION CONTROL AND IS HEREBY APPROVED FOR CONSTRUCTION

THIS APPROVAL SHALL NOT BE CONSTRUED AS CREATING A PRESUMPTION OF CORRECT OPERATION OR AS WARRANTING BY THE CITY OF BARTLETT THAT THE APPROVED FACILITIES WILL REACH THE DESIGNED GOALS.

CITY ENGINEER: *[Signature]*

DATE: 4/3/19

APPROVAL EXPIRES IN 12 MONTHS

ALLOWABLE DISTURBED AREA

SF PROPOSED SILT FENCE

SCALE: 1" = 60'

REVISIONS		
ITEM	DESCRIPTION	DATE



CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

EROSION CONTROL PLAN PHASE 1
COVINGTON PIKE ROAD
Sanitary Sewer Project

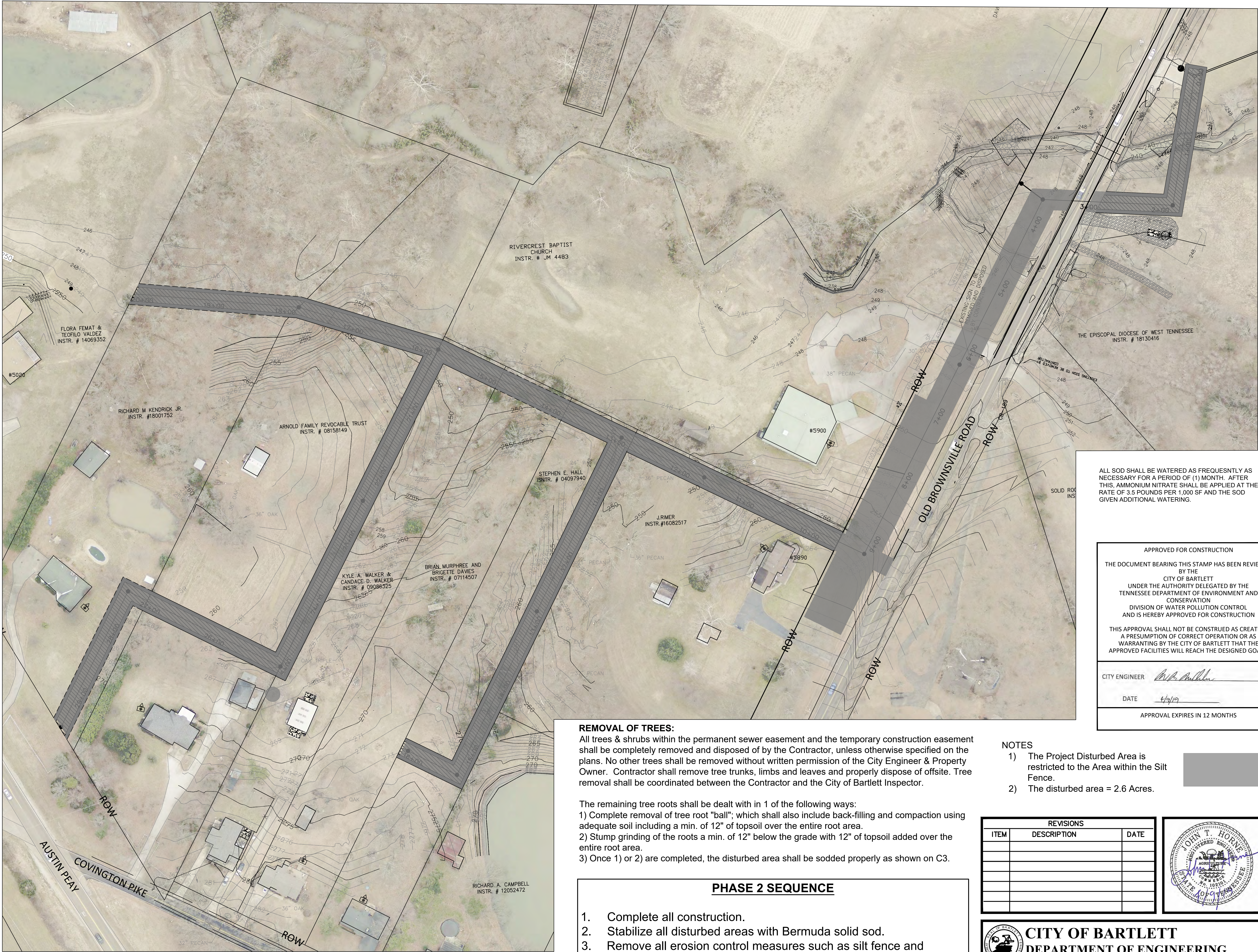
DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: *[Signature]*

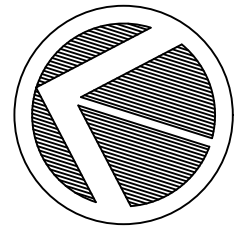
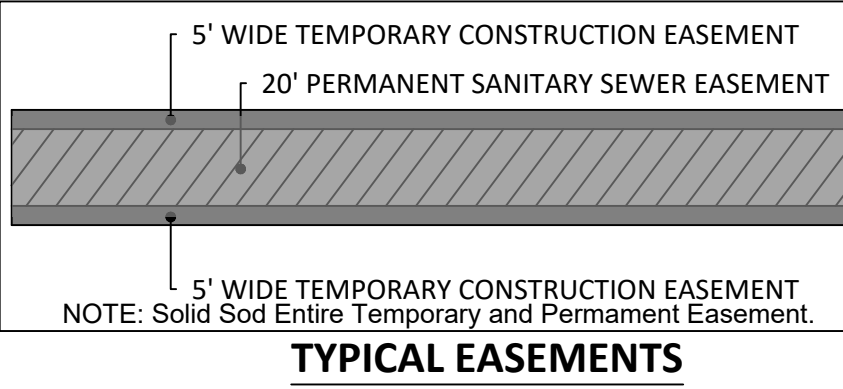
DATE: 4/3/19

811 Know what's below. Call 811 before you dig.

SHEET C2



- GENERAL NOTES:
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LEGEND

- Existing Trees
- Existing Elevation Contour
- Existing Fence
- Existing Overhead Electric Line
- Existing Power Pole
- Existing Gas Line
- Existing UG Fiber Optic Line
- Existing Water Line
- Existing Drainage Line
- Existing Sewer Forcemain
- Existing Sewer Line
- Road Right of Way
- Existing Property Line
- Existing Asphalt
- Existing Gravel Driveway
- Existing Water Meter
- Existing Mail Box
- Approx. Location of Septic Tank

SCALE: 1" = 60'

ALL SOD SHALL BE WATERED AS FREQUESNTLY AS NECESSARY FOR A PERIOD OF (1) MONTH. AFTER THIS, AMMONIUM NITRATE SHALL BE APPLIED AT THE RATE OF 3.5 POUNDS PER 1,000 SF AND THE SOD GIVEN ADDITIONAL WATERING.

APPROVED FOR CONSTRUCTION

THE DOCUMENT BEARING THIS STAMP HAS BEEN REVIEWED BY THE CITY OF BARTLETT UNDER THE AUTHORITY DELEGATED BY THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION DIVISION OF WATER POLLUTION CONTROL AND IS HEREBY APPROVED FOR CONSTRUCTION

THIS APPROVAL SHALL NOT BE CONSTRUED AS CREATING A PRESUMPTION OF CORRECT OPERATION OR AS WARRANTING BY THE CITY OF BARTLETT THAT THE APPROVED FACILITIES WILL REACH THE DESIGNED GOALS.

CITY ENGINEER: *[Signature]*

DATE: 4/3/19

APPROVAL EXPIRES IN 12 MONTHS

NOTES

- 1) The Project Disturbed Area is restricted to the Area within the Silt Fence.
- 2) The disturbed area = 2.6 Acres.

REMOVAL OF TREES:

All trees & shrubs within the permanent sewer easement and the temporary construction easement shall be completely removed and disposed of by the Contractor, unless otherwise specified on the plans. No other trees shall be removed without written permission of the City Engineer & Property Owner. Contractor shall remove tree trunks, limbs and leaves and properly dispose of offsite. Tree removal shall be coordinated between the Contractor and the City of Bartlett Inspector.

- The remaining tree roots shall be dealt with in 1 of the following ways:
- 1) Complete removal of tree root "ball"; which shall also include back-filling and compaction using adequate soil including a min. of 12" of topsoil over the entire root area.
 - 2) Stump grinding of the roots a min. of 12" below the grade with 12" of topsoil added over the entire root area.
 - 3) Once 1) or 2) are completed, the disturbed area shall be sodded properly as shown on C3.

PHASE 2 SEQUENCE

1. Complete all construction.
2. Stabilize all disturbed areas with Bermuda solid sod.
3. Remove all erosion control measures such as silt fence and construction entrance.

REVISIONS		
ITEM	DESCRIPTION	DATE



CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

EROSION CONTROL PLAN PHASE 2
COVINGTON PIKE ROAD
Sanitary Sewer Project

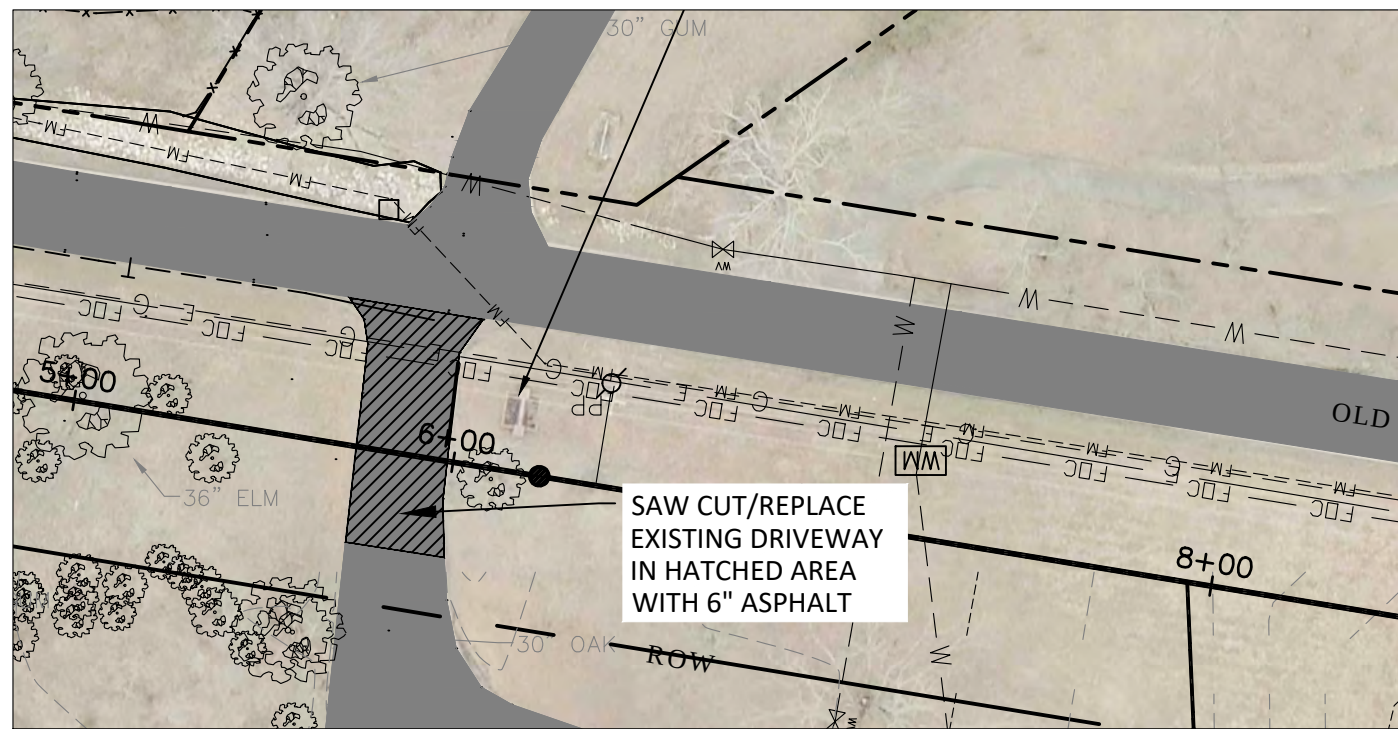
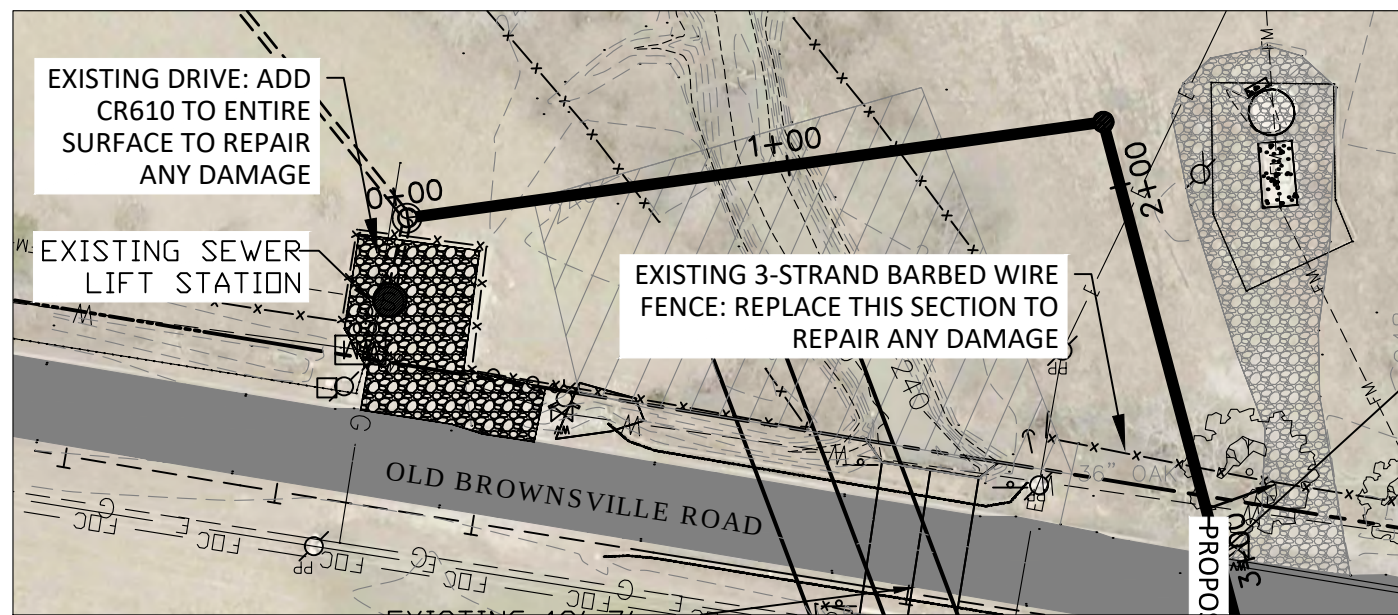
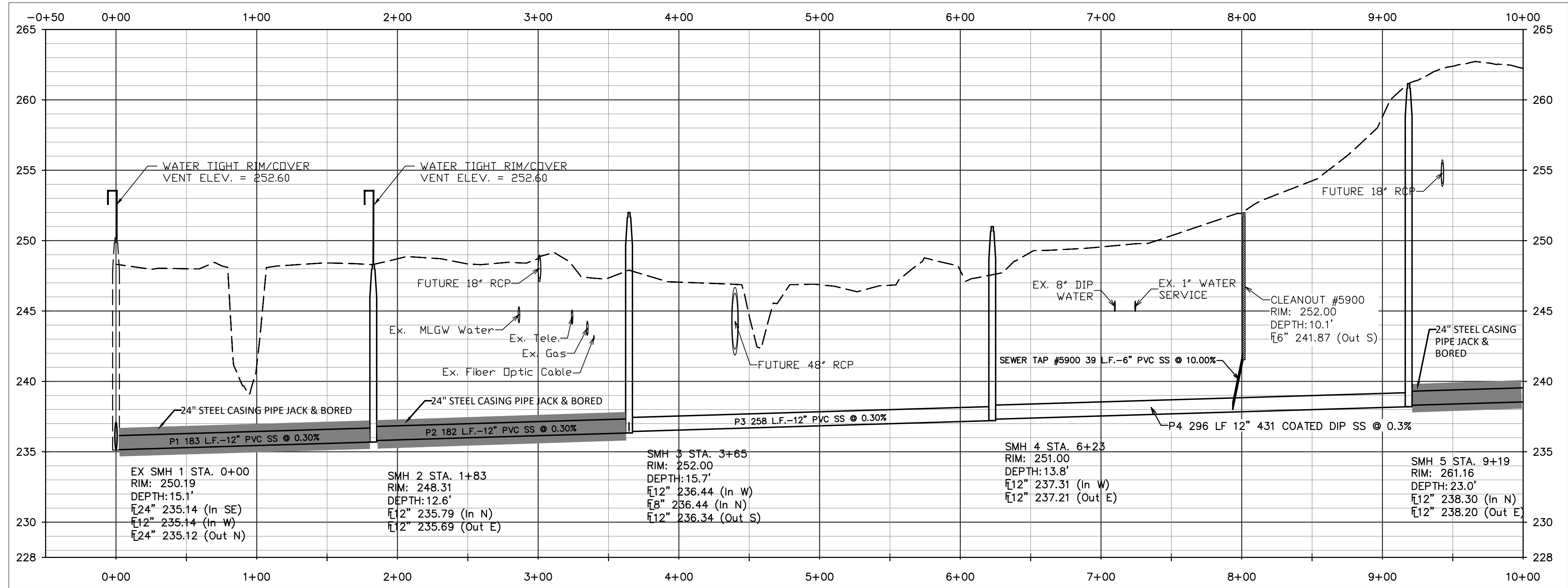
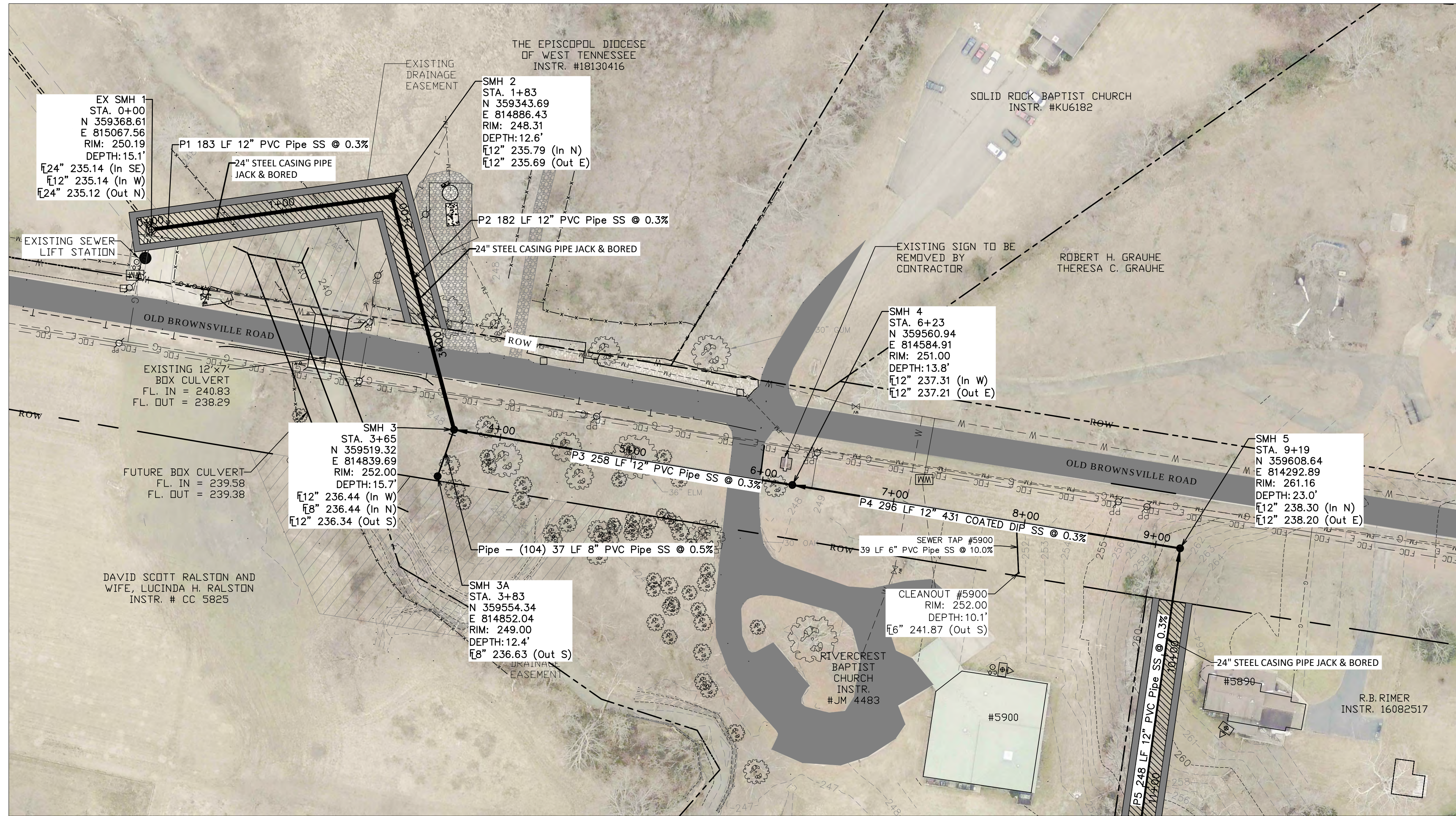
DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: *[Signature]*

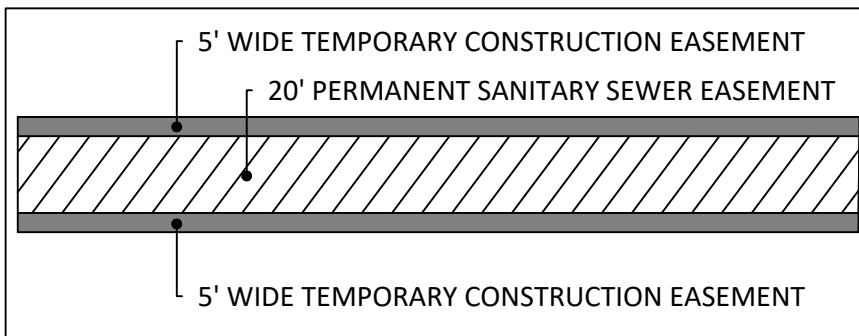
DATE: 4/3/19

811 Know what's below. Call 811 before you dig.

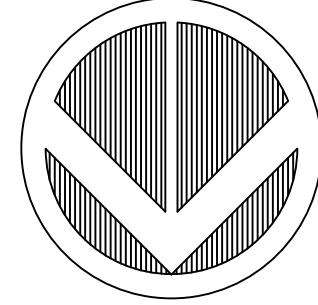
SHEET C3



- GENERAL NOTES:
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TYPICAL EASEMENTS



LEGEND

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- Existing Elevation Contour
- Existing Fence
- Existing Overhead Electric Line
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- Existing Gas Line
- Existing UG Fiber Optic Line
- Existing Water Line
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- Existing Sewer Line
- Road Right of Way
- Existing Property Line
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- Existing Gravel Driveway
- Existing Water Meter
- Existing Mail Box
- Approx. Location of Septic Tank

APPROVED FOR CONSTRUCTION

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CITY ENGINEER: *[Signature]*

DATE: *4/9/19*

APPROVAL EXPIRES IN 12 MONTHS

REVISIONS		
ITEM	DESCRIPTION	DATE



PLAN & PROFILE

COVINGTON PIKE ROAD

Sanitary Sewer Project

DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: *[Signature]*

DATE: *4/9/19*

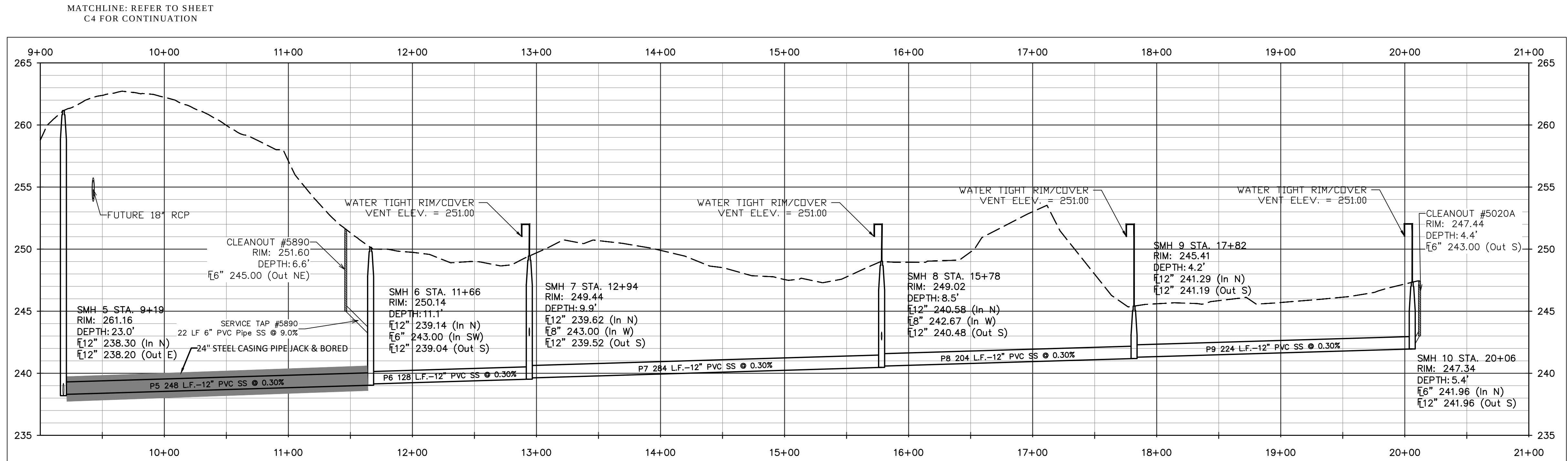
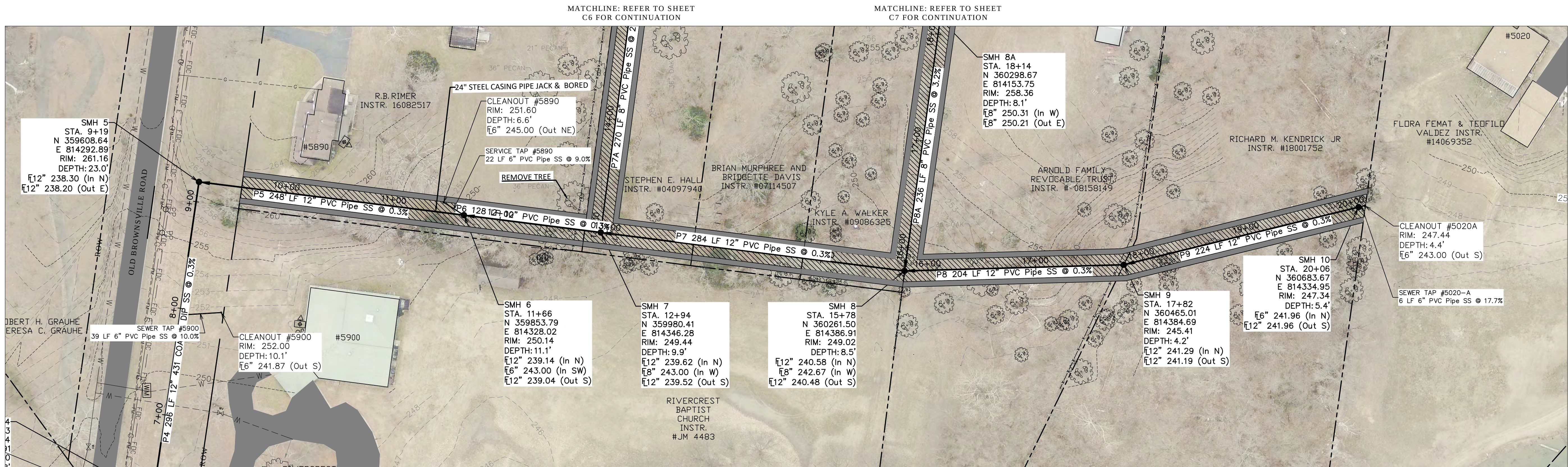
811 Know what's below. Call 811 before you dig

SHEET C4

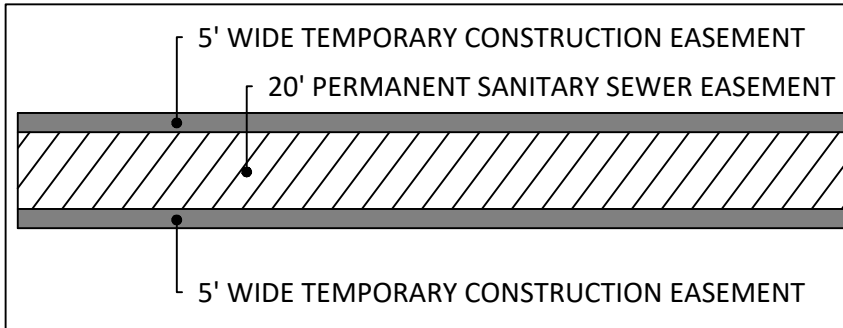
CITY OF BARTLETT

DEPARTMENT OF ENGINEERING

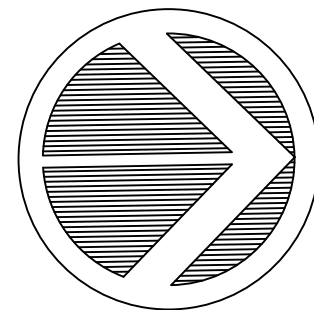
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499



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 4. ALL NEWLY CUT AND/OR FILLED AREAS LACKING VEGETATION SHALL BE SEEDED, FERTILIZED, WATERED, MULCHED, AND/OR SODDED AS REQUIRED BY THE CITY OF BARTLETT TO EFFECTIVELY PREVENT SOIL EROSION.
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TYPICAL EASEMENTS



LEGEND

- Existing Trees
- Existing Elevation Contour
- Existing Fence
- Existing Overhead Electric Line
- Existing Power Pole
- Existing Gas Line
- Existing UG Fiber Optic Line
- Existing Water Line
- Existing Drainage Line
- Existing Sewer Forcemain
- Existing Sewer Line
- Road Right of Way
- Existing Property Line
- Existing Asphalt
- Existing Gravel Driveway
- Existing Water Meter
- Existing Mail Box
- Approx. Location of Septic Tank

APPROVED FOR CONSTRUCTION

THE DOCUMENT BEARING THIS STAMP HAS BEEN REVIEWED BY THE

CITY OF BARTLETT

UNDER THE AUTHORITY DELEGATED BY THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION

DIVISION OF WATER POLLUTION CONTROL AND IS HEREBY APPROVED FOR CONSTRUCTION

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CITY ENGINEER: *[Signature]*

DATE: *4/9/19*

APPROVAL EXPIRES IN 12 MONTHS

REVISIONS		
ITEM	DESCRIPTION	DATE



CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

PLAN & PROFILE
COVINGTON PIKE ROAD
Sanitary Sewer Project

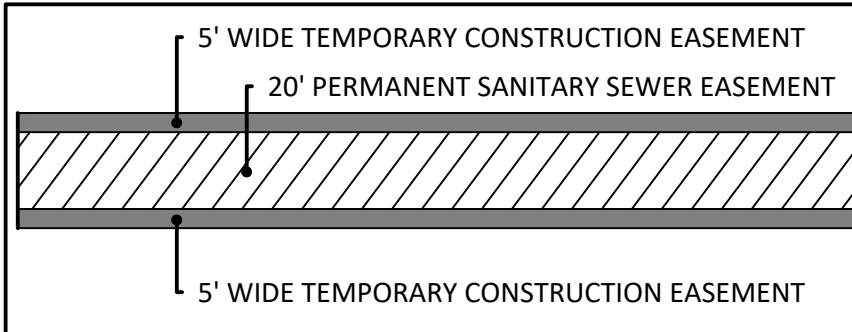
DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: *[Signature]* DATE: *4/9/19*

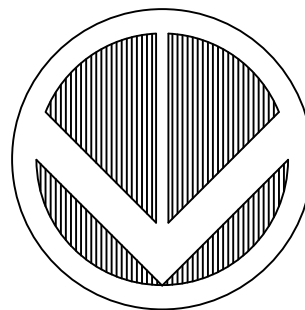
811 Know what's below. Call 811 before you dig.

SHEET C5

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COVINGTON PIKE ROAD
Sanitary Sewer Project

DRAWN: J.HORNE DATE: APRIL 2019

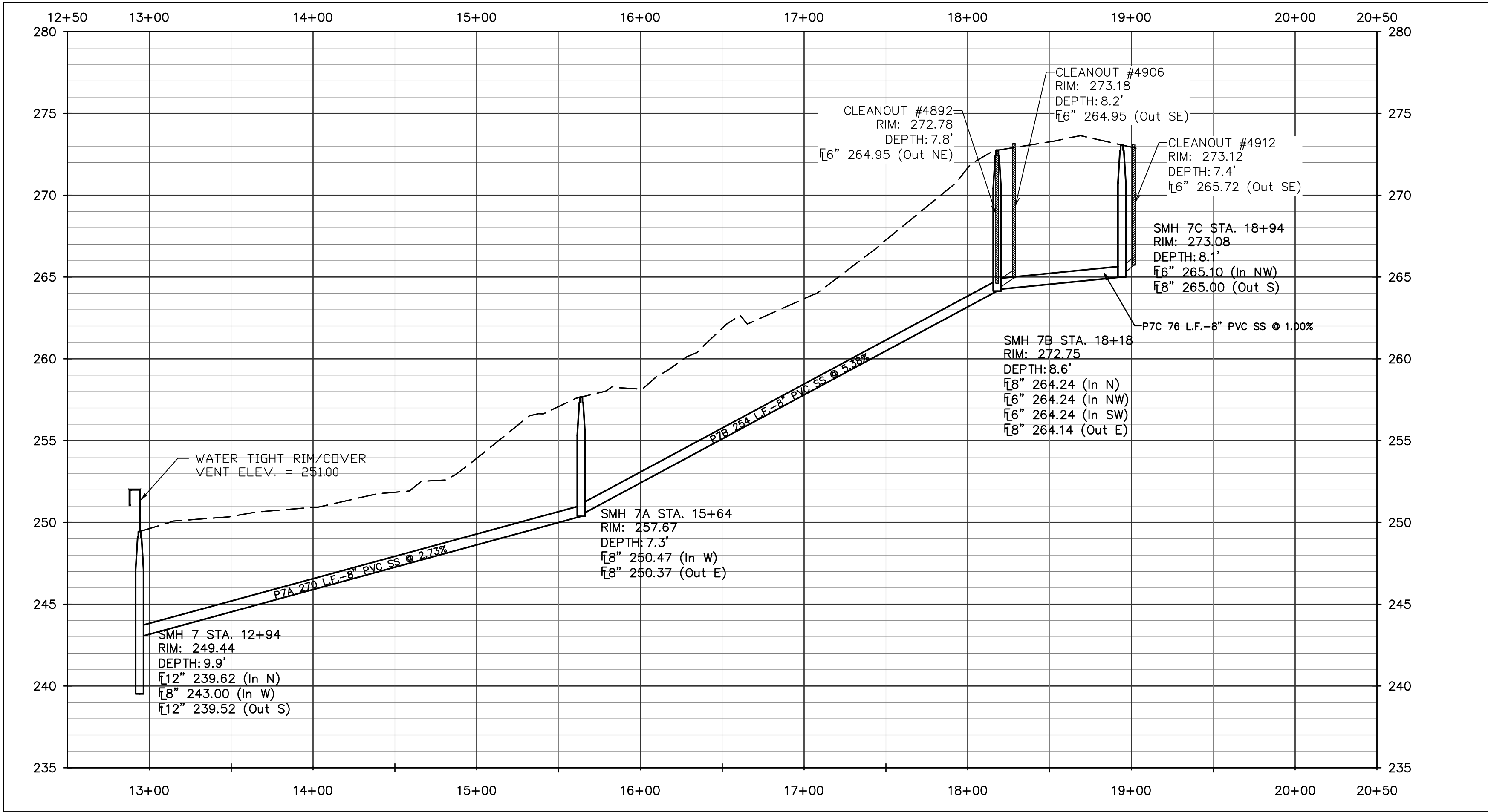
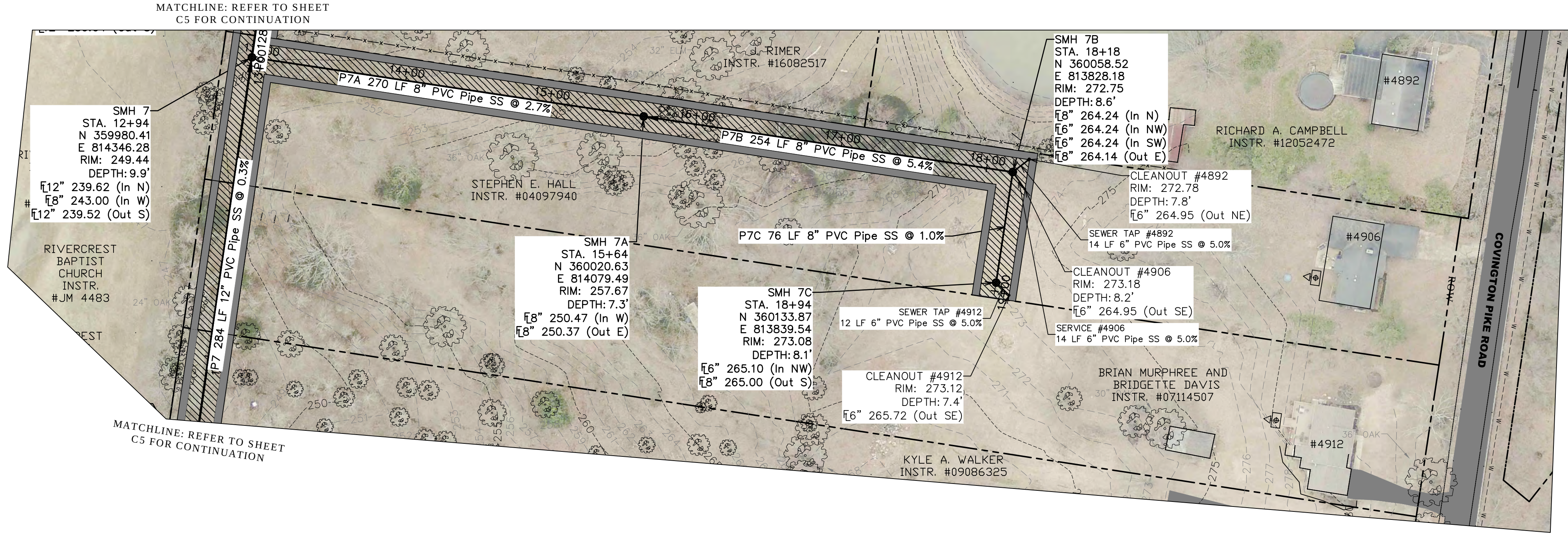
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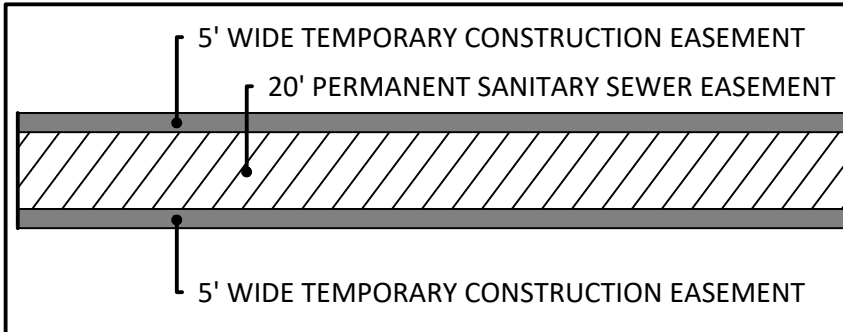
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SHEET C6

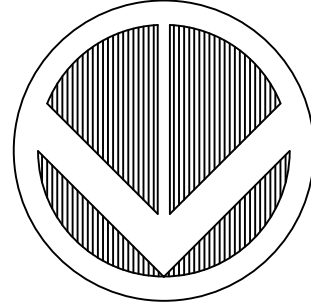
CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499



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APPROVAL EXPIRES IN 12 MONTHS

REVISIONS		
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PLAN & PROFILE

COVINGTON PIKE ROAD

Sanitary Sewer Project

DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: *[Signature]*

DATE: *4/9/19*

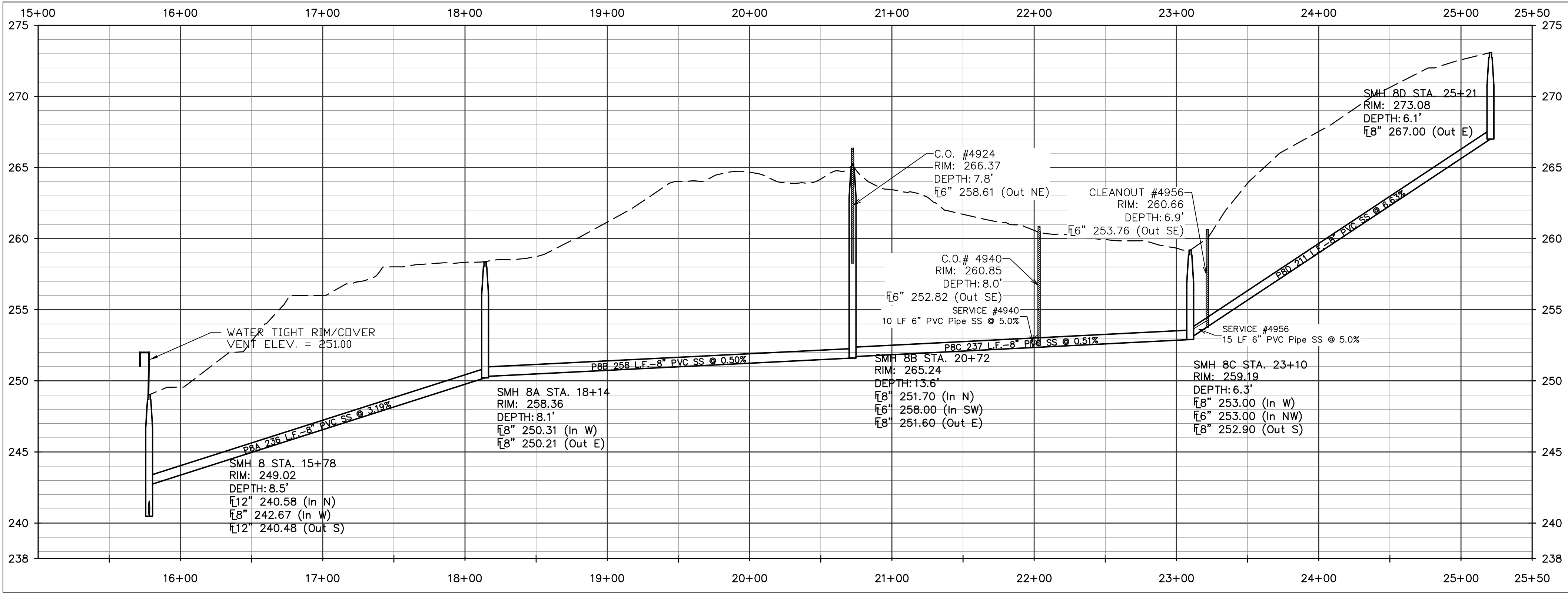
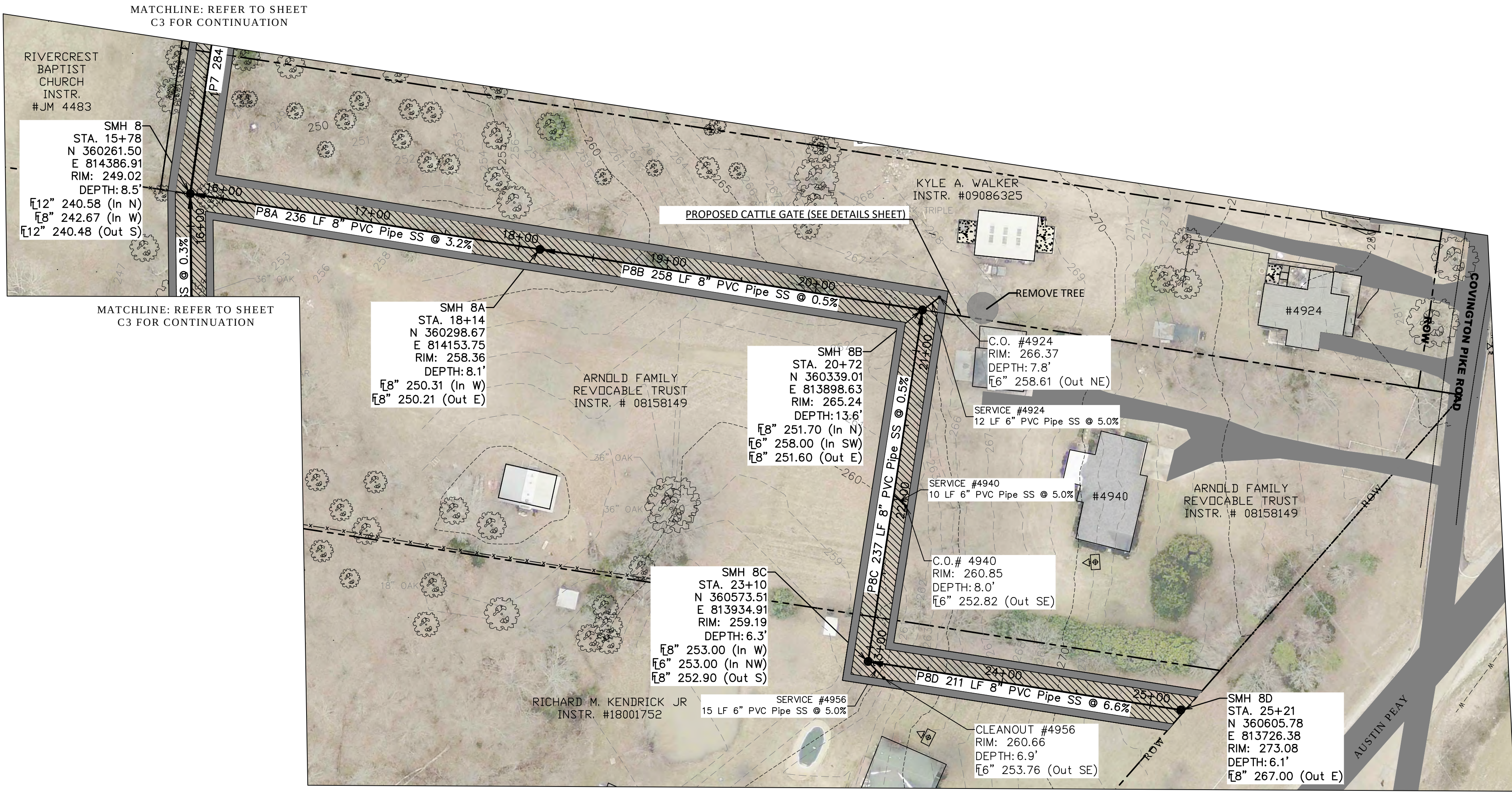


SHEET C7

CITY OF BARTLETT

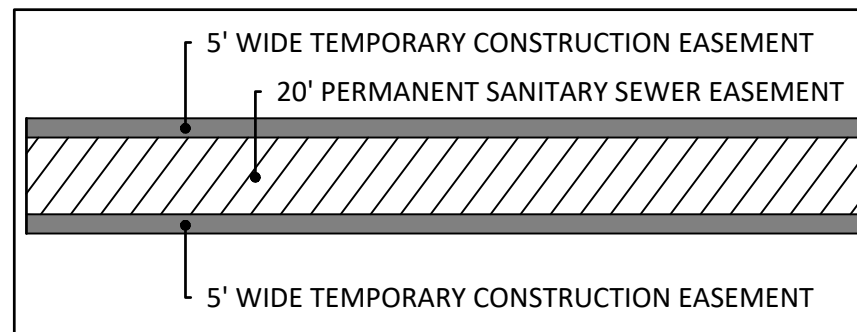
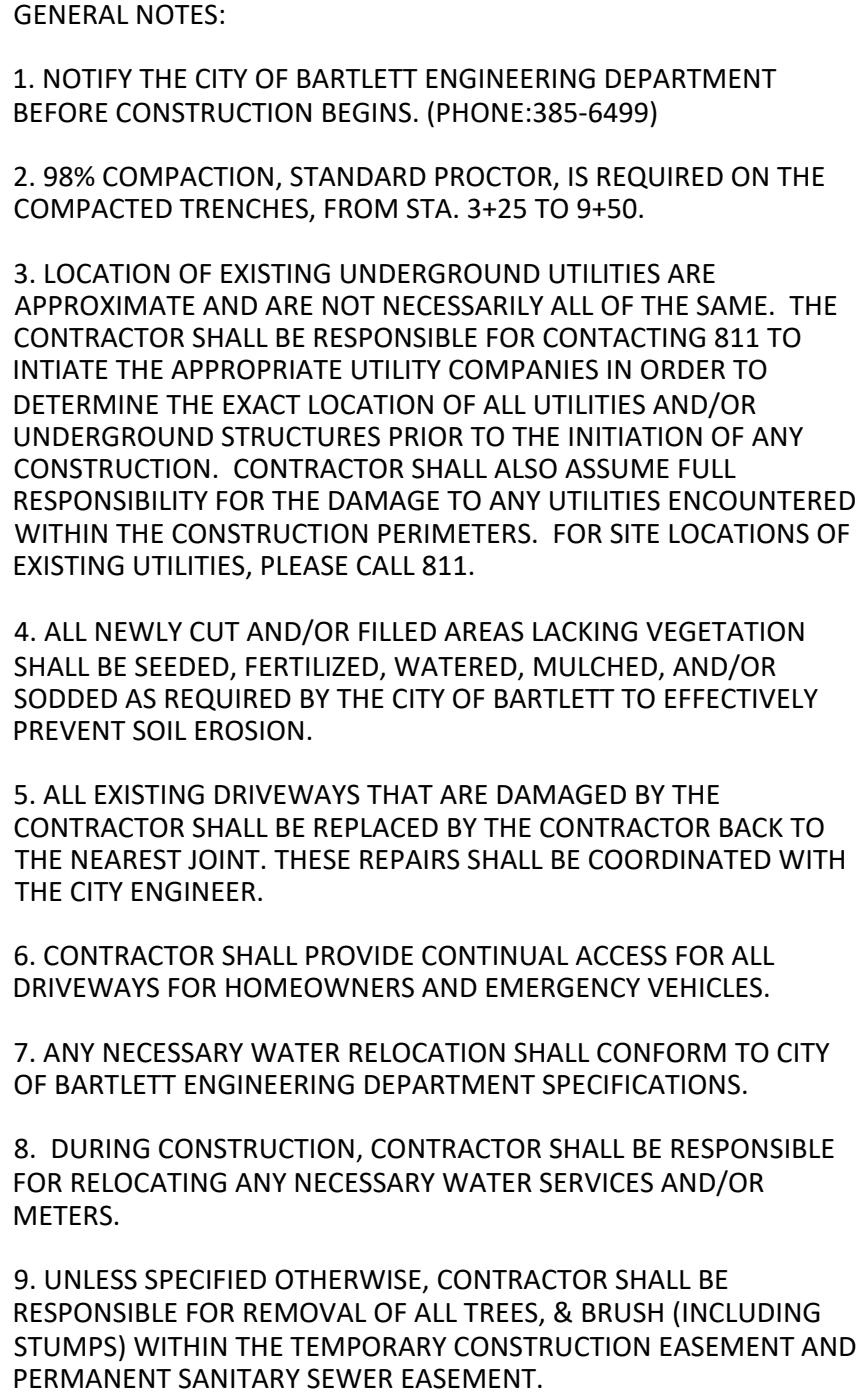
DEPARTMENT OF ENGINEERING

6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

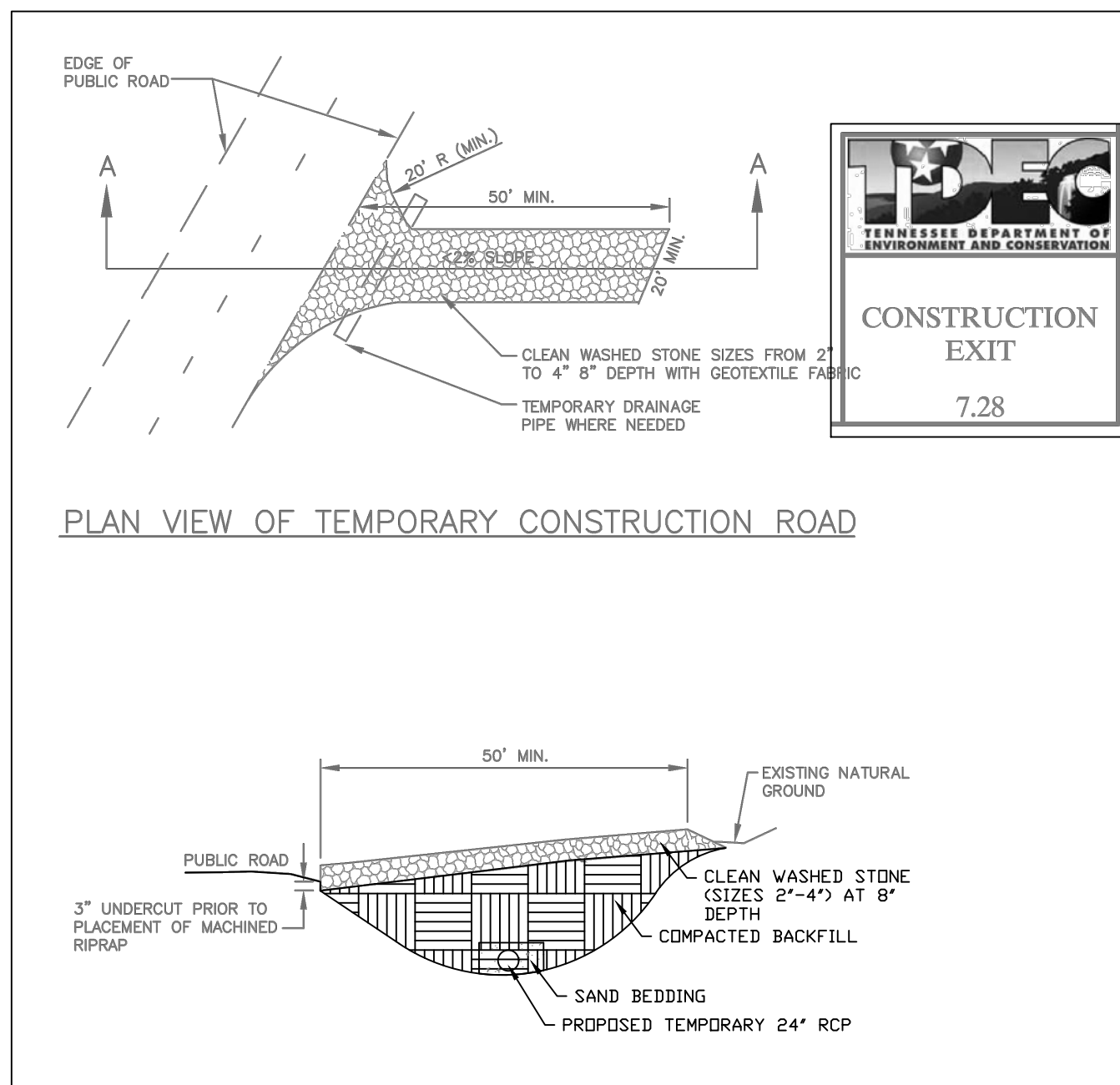


1. CLEARING AND GRUBBING SHALL BE THE MINIMUM NECESSARY FOR GRADING AND EQUIPMENT OPERATION.
2. SEQUENCE CONSTRUCTION TO MINIMIZE EXPOSURE TIME OF CLEARED AREA.
3. STABILIZE CLEARED AREA BEFORE PROCEEDING TO CLEAR ANOTHER BY TEMPORARILY OR PERMANENTLY PROTECTING THE DISTURBED SOIL SURFACE FROM RAINFALL IMPACTS AND RUNOFF.
4. EROSION AND SEDIMENT CONTROL MEASURES MUST BE IN PLACE AND FUNCTIONAL BEFORE EARTH MOVING OPERATIONS BEGIN.
5. ALL CONTROL MEASURES MUST BE PROPERLY CONSTRUCTED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
6. INSPECT ALL EROSION AND SEDIMENT CONTROL MEASURES TWICE WEEKLY, A MINIMUM OF 72 HOURS APART AND AFTER EACH RAINFALL PER TDEC CONSTRUCTION GENERAL PERMIT REQUIREMENTS. DAILY CHECKING IS REQUIRED DURING PROLONGED RAINFALL. MAINTAIN A RAIN GAUGE ON SITE WITH A PERMANENT RAINFALL LOG. MAINTAIN A PERMANENT LOG OF CHECKS AND MAINTENANCE MEASURES.
7. KEEP CONSTRUCTION DEBRIS FROM ENTERING THE SWALES, DITCHES AND STREAM CHANNEL.
8. PROMPTLY BACKFILL AND STABILIZE TRENCHES AND/OR PITS.
9. DESIGN A SPECIFIC QUALIFIED INDIVIDUAL TO BE RESPONSIBLE FOR EROSION AND SEDIMENT CONTROLS AND TO KEEP THE PERMANENT JOB LOG.
10. THE PERSON RESPONSIBLE FOR MAINTAINING THE EROSION CONTROL MEASURES AND LOG SHALL HAVE THE APPROPRIATE CERTIFICATION AS REQUIRED BY TDEC. A COPY OF THIS CERTIFICATION SHALL BE MAINTAINED AT THE JOB SITE.
11. EROSION CONTROLS ARE NOT LIMITED TO THE SPECIFIED PRACTICES; HOWEVER, ALTERNATIVE MEASURES MUST BE AT LEAST AS EFFECTIVE IN CONTROLLING EROSION AND SEDIMENTATION.
12. DO NOT DESTROY, REMOVE, OR DISTURB VEGETATIVE GROUND COVER MORE THAN 10 CALENDAR DAYS PRIOR TO GRADING.

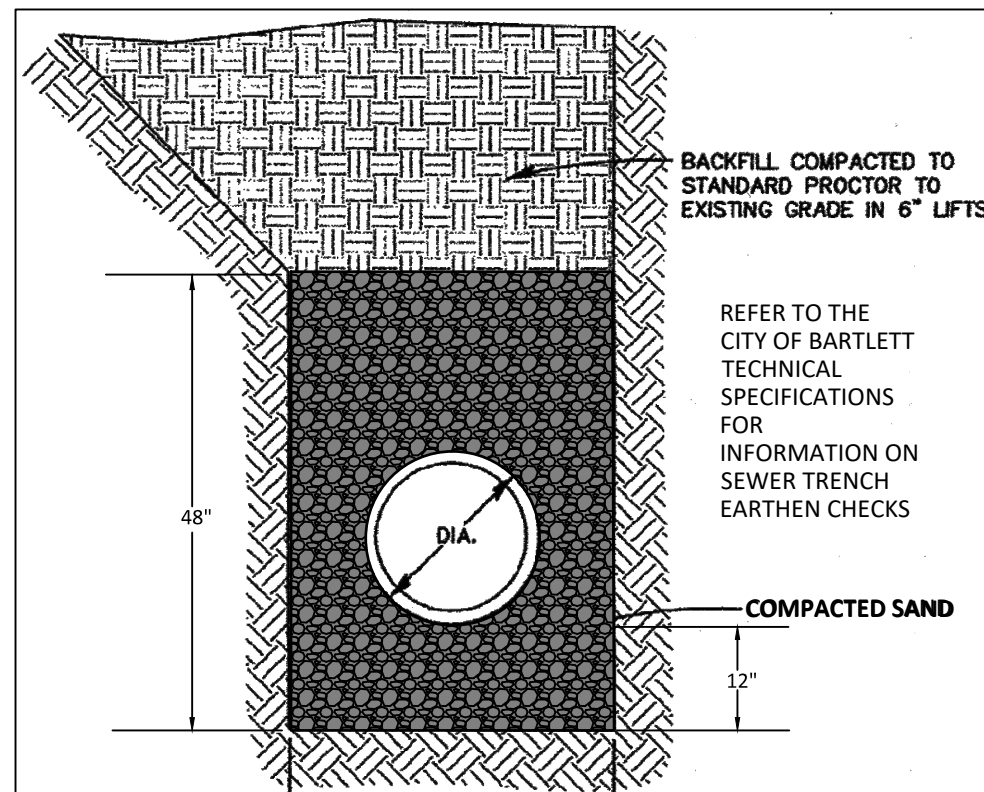
3. APPLY TO AREAS THAT WILL REMAIN UNFINISHED FOR MORE THAN 14 CALENDAR DAYS APPROPRIATE ANNUAL VEGETATION FOR TEMPORARY SOIL STABILIZATION.
14. APPLY AS SOON AS POSSIBLE AFTER FINAL GRADING PERMANENT SOIL STABILIZATION WITH PERENNIAL VEGETATION. BUT NO MORE THAN 14 CALENDAR DAYS AFTER FINAL GRADING.
15. INSTALL STAKED AND ENTRENCHED MULCH SOCKS AND/OR SILT FENCE ALONG THE BASE OF ALL BACKFILLS AND CUTS, ON THE DOWNHILL SIDE OF STOCKPILED SOIL, AND ALONG STREAM BANKS IN CLEARED AREAS TO PREVENT EROSION INTO STREAM. DO NOT PLACE SILT FENCE IN FLOWING STREAM.
16. DIVERT ALL SURFACE WATER FLOWING TOWARD THE CONSTRUCTION AREA AROUND THE CONSTRUCTION AREA BY THE USE OF DIKES, BERMS, CHANNELS, OR SEDIMENT TRAPS, AS NECESSARY.
17. ALL EROSION CONTROL MEASURES SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS OF THE CITY OF BARTLETT AND TDEC.
18. EROSION CONTROL MEASURES MUST BE APPROPRIATELY ADJUSTED, RELOCATED, AND MODIFIED IN ACCORDANCE WITH APPLICABLE REQUIREMENTS AND REGULATIONS TO ADDRESS CHANGING SITE CONDITIONS AS THE PROJECT PROGRESSES.
19. IF THE EROSION CONTROL MEASURES SELECTED AND CONSTRUCTED FAIL TO ADEQUATELY CONTROL EROSION AND OFF-SITE SEDIMENT TRANSPORT, ALTERNATIVE METHODS MUST BE USED AND APPROVED BY THE DIVISION OF ENGINEERING AND TDEC. INADEQUATELY CONTROLLED EROSION IS A VIOLATION OF BARTLETT ORDINANCES AND TENNESSEE STATE LAW AND WILL NOT BE PERMITTED.
20. ANY EROSION CONTROL MEASURES SHOWN HERE ARE INTENDED AS A MINIMUM GUIDE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING EROSION CONTROL'S NECESSARY TO COMPLY WITH ALL APPLICABLE CITY, STATE AND FEDERAL LAWS.
21. EROSION CONTROL MEASURES SHALL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, THEN ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL AND/OR TREAT THE SEDIMENT SOURCE BEFORE LAND AND/OR AQUATIC DISTURBANCE MAY CONTINUE.
22. PROTECT INLETS DURING CONSTRUCTION. KEEP SEDIMENT OUT OF THE STORM DRAINAGE SYSTEM. MODIFY PROTECTION AS CONSTRUCTION PROGRESSES. INSPECT AND MODIFY INLET PROTECTIONS AS NECESSARY TO INSURE SATISFACTORY TRAPPING OF SEDIMENT.



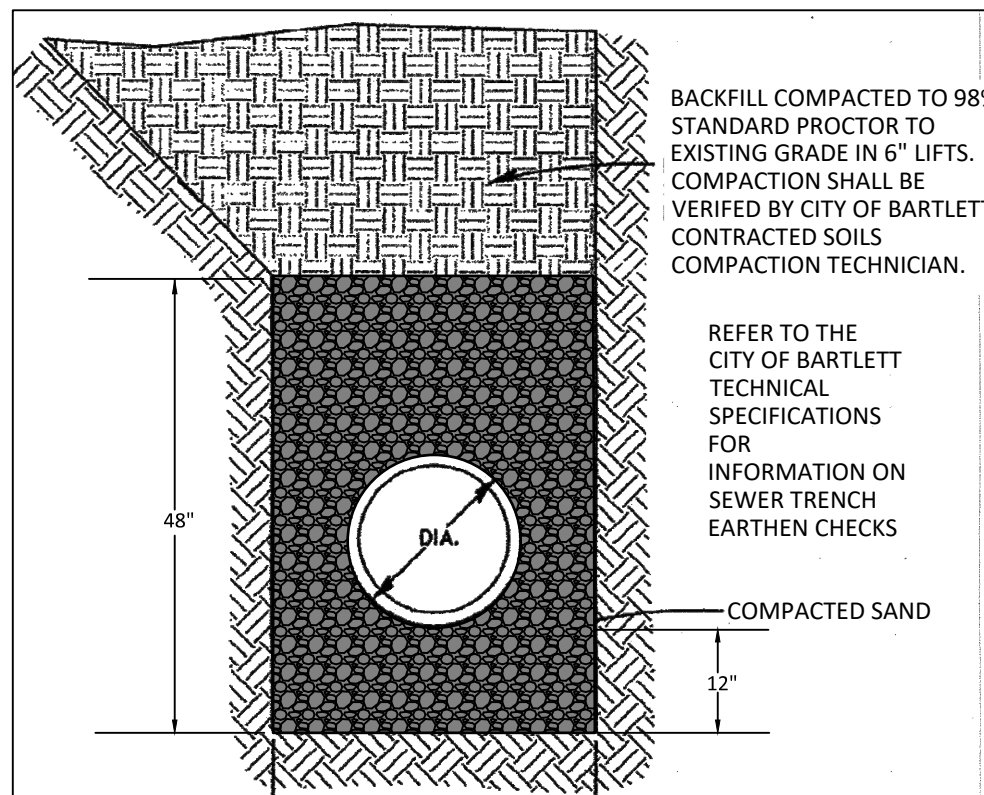
SEWER MANHOLE DETAIL (NTS)



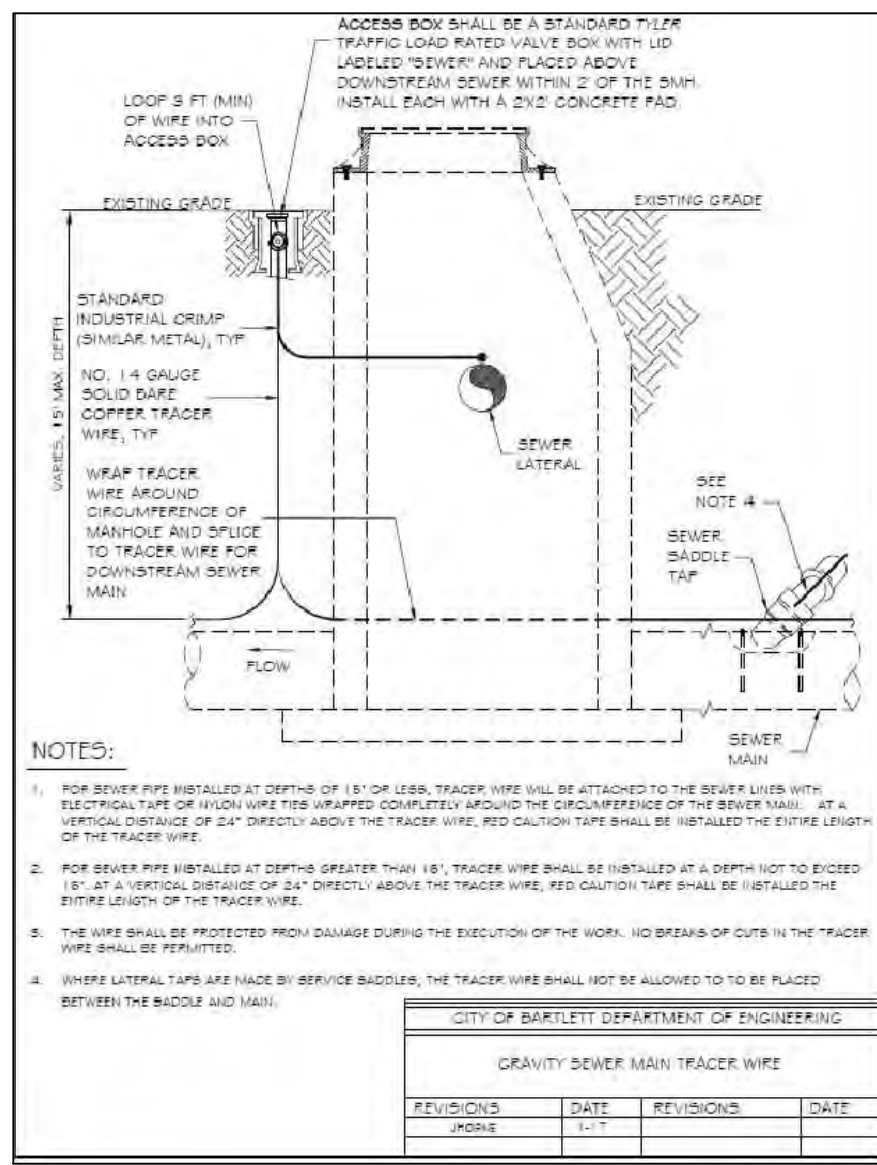
CONSTRUCTION ENTRANCE DETAIL



TRENCH BACKFILL DETAIL (TYPICAL)



TRENCH BACKFILL DETAIL STA. 3+65 TO 9+10



TRACER WIRE DETAIL

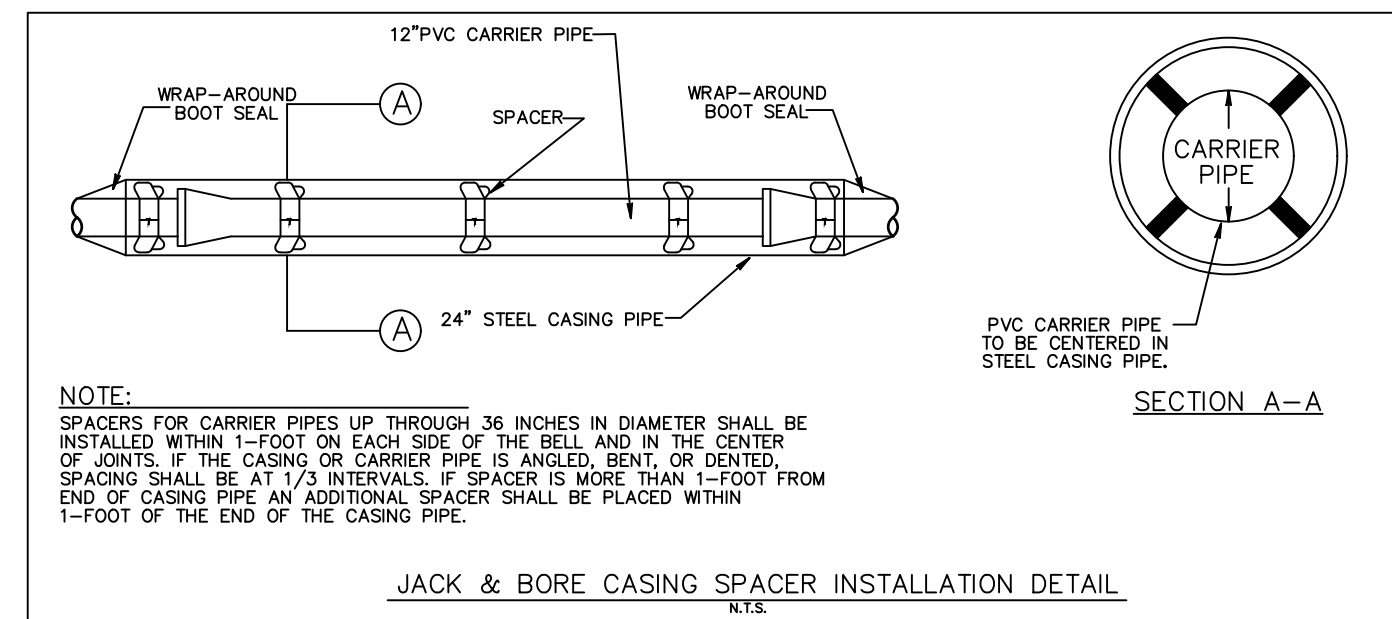
APPROVED FOR CONSTRUCTION

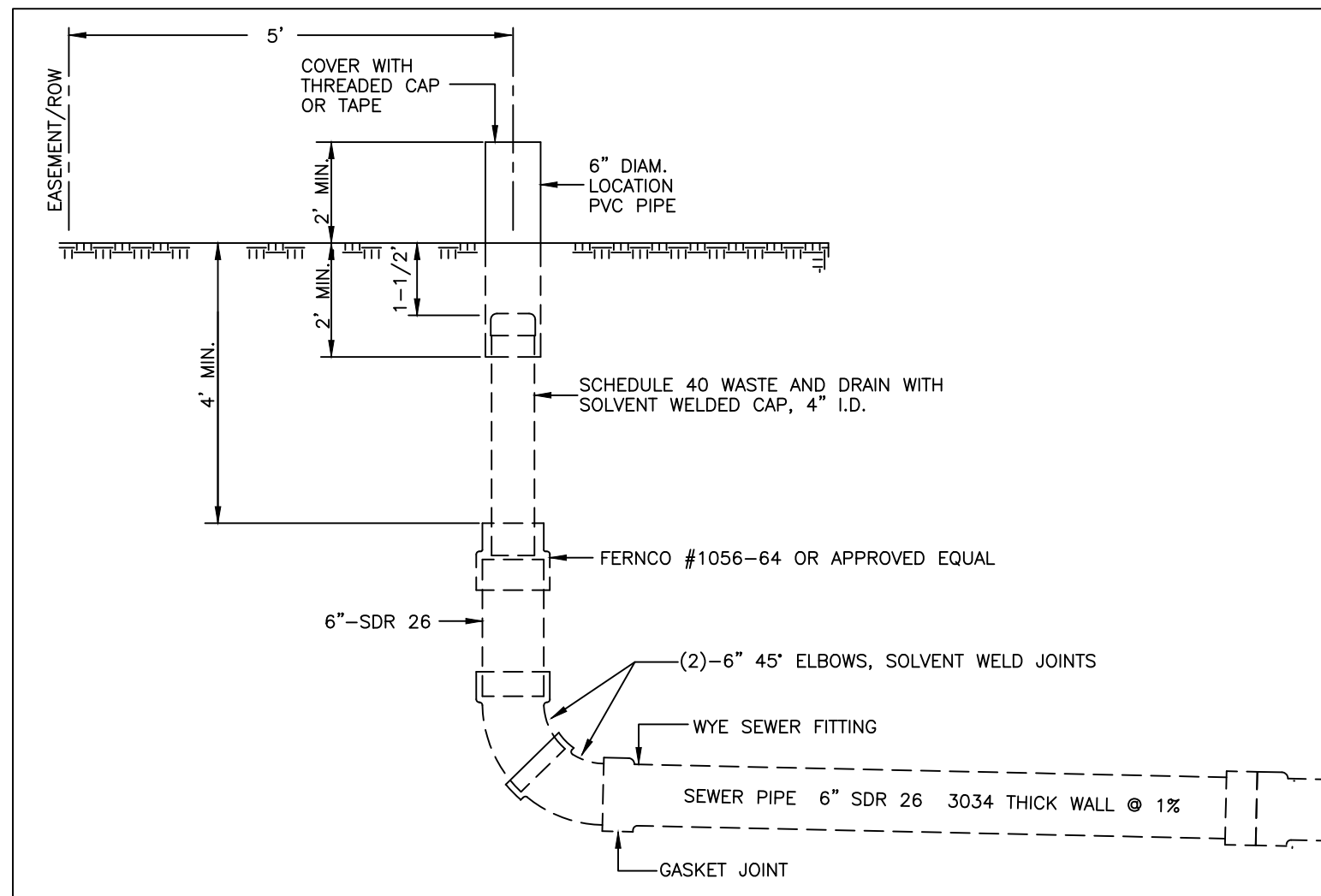
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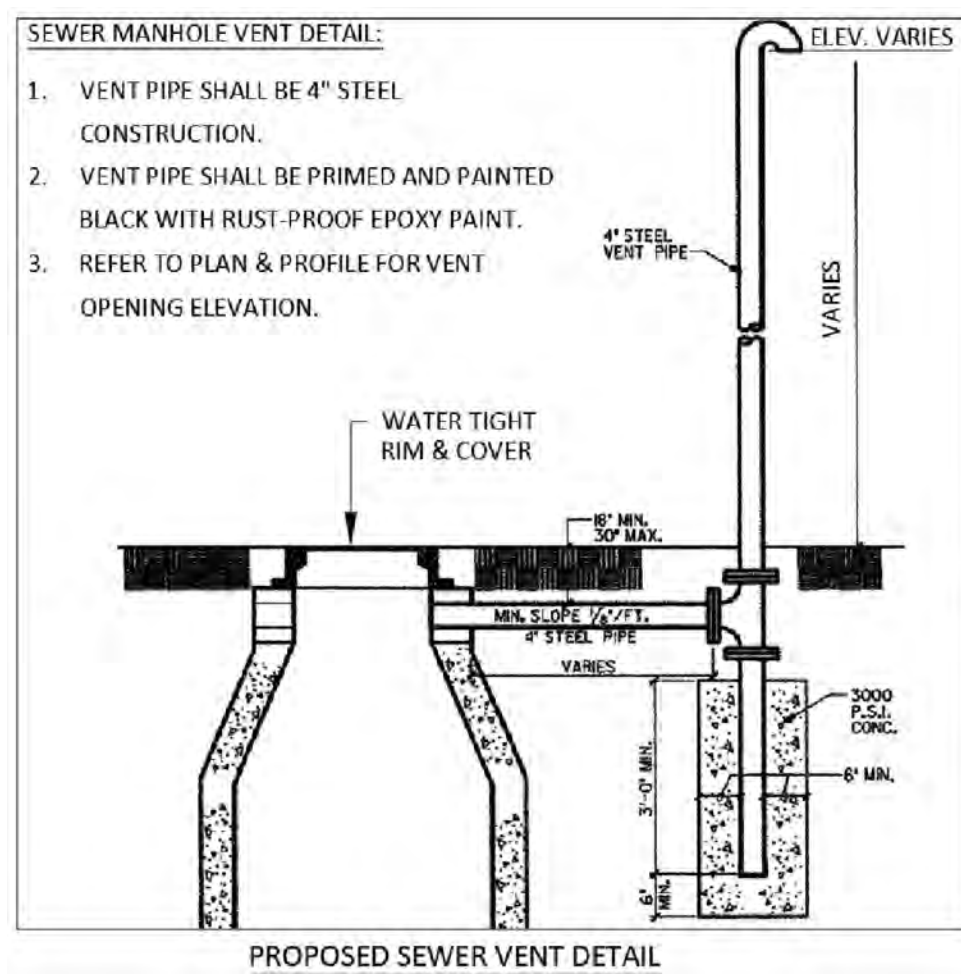
CITY ENGINEER *[Signature]*
DATE 4/9/19
APPROVAL EXPIRES IN 12 MONTHS

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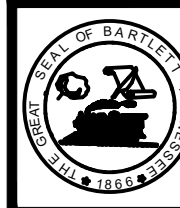




TYPICAL SEWER TAP DETAIL (NTS)



PROPOSED SEWER VENT DETAIL

[illegible]

CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499



COVINGTON PIKE ROAD Sanitary Sewer Project

DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: W. A. Mills

DATE: 4/9/9



Now what's **below.**

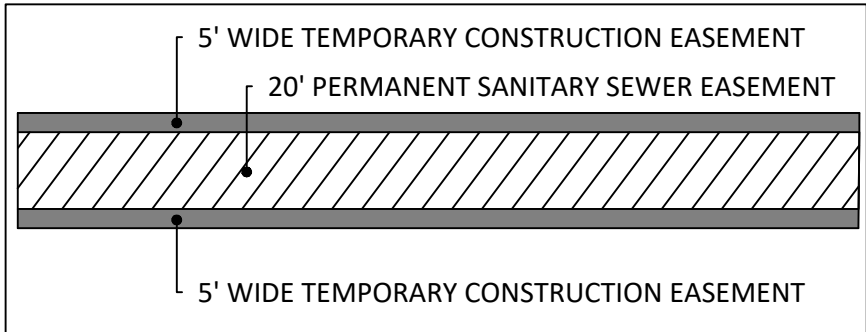
SHEET C8



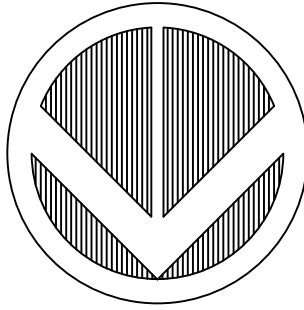
TRAFFIC CONTROL NOTES

- SEE PAGE 6F-7 OF THE STATE OF TENNESSEE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) FOR HEIGHT AND LATERAL LOCATION OF SIGNS.
- SIGNS SHOWN ON THIS PLAN ARE TO WARN TRAFFIC ABOUT THE CONSTRUCTION. OTHER TRAFFIC CONTROL DEVICES MAY BE REQUIRED DURING VARIOUS PHASES OF CONSTRUCTION.
- NOTHING IN THIS PLAN IS INTENDED TO SUPERSEDE OR RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF INSTALLING THE APPROPRIATE TRAFFIC CONTROL DEVICES IN ACCORDANCE WITH THE CURRENT STATE OF TENNESSEE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS.
- CONTRACTOR SHALL BE REQUIRED TO NOTIFY THE CITY OF BARTLETT A MINIMUM OF 24 HOURS PRIOR TO COMMENCING CONSTRUCTION OR IMPLEMENTING A TRAFFIC CONTROL PLAN. ALL TRAFFIC CONTROL DEVICES MUST BE IN PLACE BEFORE CONSTRUCTION ACTIVITY BEGINS.
- SIZES OF ALL SIGNS SHALL COMPLY WITH STATE OF TENNESSEE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- SIDESTREET, DRIVEWAY ACCESS, AND SAFE PEDESTRIAN ACCESS SHALL BE MAINTAINED AT ALL TIMES.
- THE CONTRACTOR SHALL NOT BE PERMITTED TO PARK ANY VEHICLES OR CONSTRUCTION EQUIPMENT DURING PERIODS OF INACTIVITY, WITHIN THE RIGHT-OF-WAY OR WITHIN THIRTY (30) FEET OF THE EDGE OF PAVEMENT WHICHEVER IS LESS,
- CONTRACTOR SHALL USE PLASTIC DRUMS WITH TYPE "C" WARNING LIGHTS TO SEPARATE TRAFFIC FROM THE CONSTRUCTION AREA.
- ONE 10 FOOT LANE OF TRAFFIC SHALL REMAIN OPEN TO TRAFFIC AT ALL TIMES.
- ALL TEMPORARY OR PERMANENT TRAVELED SURFACE SHALL BE INSPECTED DAILY BY THE CONTRACTOR (INCLUDING WEEKENDS) AND NECESSARY PATCHING OR RE-FINISHING PERFORMED.
- LANE CLOSURE IS ONLY ALLOWED DURING THE HOURS OF 9:00AM UNTIL 2:00 PM. THE ROADWAY SHALL BE COMPLETELY OPEN TO TRAFFIC AT ALL OTHER TIMES AND ALL INAPPROPRIATE SIGNS SHALL BE COVERED OR REMOVED.
- ANYTIME FLAGGER IS NOT PRESENT TO CONTROL TRAFFIC, TWO TRAFFIC LANES MUST BE OPEN TO MAINTAIN TWO-WAY TRAFFIC AND ALL INAPPROPRIATE SIGNS SHALL BE COVERED OR REMOVED.
- ALL FLAGGERS SHALL BE EQUIPPED WITH A **STOP/SLOW** PADDLE.
- ALL TRAFFIC CONTROL SIGNS SHALL MEET THE MINIMUM RETROREFLECTIVITY LEVELS SPECIFIED IN THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).

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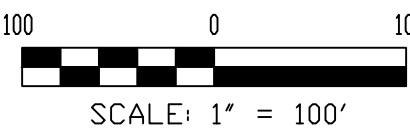


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- Existing Gravel Driveway
- Existing Water Meter
- Existing Mail Box
- Approx. Location of Septic Tank



APPROVED FOR CONSTRUCTION

THE DOCUMENT BEARING THIS STAMP HAS BEEN REVIEWED BY THE

CITY OF BARTLETT

UNDER THE AUTHORITY DELEGATED BY THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION

DIVISION OF WATER POLLUTION CONTROL AND IS HEREBY APPROVED FOR CONSTRUCTION

THIS APPROVAL SHALL NOT BE CONSTRUED AS CREATING A PRESUMPTION OF CORRECT OPERATION OR AS WARRANTING BY THE CITY OF BARTLETT THAT THE APPROVED FACILITIES WILL REACH THE DESIGNED GOALS.

CITY ENGINEER: *[Signature]*

DATE: *4/9/19*

APPROVAL EXPIRES IN 12 MONTHS

REVISIONS		
ITEM	DESCRIPTION	DATE



CITY OF BARTLETT
DEPARTMENT OF ENGINEERING
6382 STAGE ROAD BARTLETT, TN 38134 901-385-6499

TRAFFIC CONTROL PLAN
COVINGTON PIKE ROAD
Sanitary Sewer Project

DRAWN: J.HORNE DATE: APRIL 2019

CITY ENGINEER: *[Signature]* DATE: *4/9/19*

811 Know what's below. Call 811 before you dig

SHEET C9



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 06/11/19 07:00 PM
Department: Parks and Recreation
Category: Bid
Prepared By: Debbie Christopher
Department Head: Shan Criswell

Bid for renovation of Municipal Park restrooms.

On May 2, 2019, an ad was placed in *The Daily News*. On May 30, 2019, the City of Bartlett received five bids, which were opened at City Hall.

Bids were received from the following companies:

B&B Specialty Contractors	\$294,379.00
Barnes & Brower	\$408,134.00
Terry Bell Construction	\$431,197.77
Wagner General	\$510,000.00
Progressive Construction	\$609,000.00

We recommend the bid be awarded to B&B Specialty Contractors for a total price of \$294,379.00.

Funds are available in Accounts 31148311.780.51618 and 51619.

Thank you for your consideration.

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]
MOVER: Jack Young, Vice Mayor
SECONDER: Bobby Simmons, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

BID RESPONSE SHEET**FY2019-05-046-MUNICIPAL PARK RESTROOMS****DUE 05/30/2019 AT 2:00 P.M.**

COMPANY/BIDDER	BID AMOUNT	SUBS (if any)	PUBLIC ACTS if yes check	BID BOND if yes check	ACKNOWLEDGE ADDENDUM 1 & 2 if yes check
B & B SPECIALTY CONTRACTORS*	294,379.00	Rushing Plumbing, Rushing Mech., Metro Masonry	✓	✓	✓
BARNES & BROWER	408,134.00	Sutton Plumbing, Muse HVAC, Advance Elect., Descon Masonry, Dakota Roofing	✓	✓	✓
PROGRESSIVE CONSTRUCTION	609,000.00	Phelps Elec., Tag Masonry	✓	✓	✓
TERRY BELL CONSTRUCTION	431,197.77	Krag Plumbing, C & B Electric	✓	✓	✓
WAGNER GENERAL	510,000.00	Rushing Plumbing, Robinson Mech., Descon Masonry, Jessie Bryant Roofing	✓	✓	✓



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 06/11/19 07:00 PM

Department: Police

Category: Bid

Prepared By: Penny Medlock

Department Head: Glen Williamson

Bid for one 2019 Chevy Tahoe.

On August 7, 2018, an ad was placed in *The Daily News*. On August 30, 2018, the City of Bartlett received three bids, which were opened at City Hall.

Bids were received from the following companies:

Freeland Chevy	\$38,820.55 2019 Chevy Tahoe LS Custom
Freeland Chevy Alternate Bid	\$36,630.65 2019 Chevy Tahoe LS

We recommend the bid be awarded to Freeland Chevy (alternate bid) for a total price of \$36,630.65.

Funds are available in Account 110.42100.935.

Thank you for your consideration.

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER: Jack Young, Vice Mayor
SECONDER: Bobby Simmons, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION (ID # 2562)

Meeting: 06/11/19 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2562

Resolution 15-19, a resolution to delete uncollectible accounts from utility customers accounts receivable.

WHEREAS, the City of Bartlett has established a procedure regarding write offs of uncollectible utility accounts receivable; and

WHEREAS, the City Treasurer will review all past due accounts in excess of six months old. The City Treasurer, after determining the accounts which appear uncollectible, may write off all such accounts with a balance of \$25.00 or less; and

WHEREAS, the past due utility bills that are more than \$25.00 and are deemed uncollectible by the City Treasurer will be brought to the Board of Mayor and Aldermen meeting in June each year for approval of writing off all past due uncollectible accounts; and

WHEREAS, the list of past due water bills that are more than \$25.00 as of December 2017 that are deemed uncollectible by the City Treasurer totals approximately \$34,965.75; and

WHEREAS, a list of all customers with unpaid balances which have been written off shall be kept on file for public record. Any customer whose account was previously written off and desires to initiate service again with the City of Bartlett for water/utility service must pay the unpaid bill before service will be started again;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN that these water/utility accounts receivable, totaling \$34,965.75, will be deleted from the accounts receivable uncollectible aged list of accounts.

Adopted this day of June 11, 2019

W. C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk

COMMENTS - Current Meeting:

Mr. Phebus noted that this annual resolution to write off uncollectible accounts totals \$34,965.75, which is a considerable decrease from last year's write offs totaling \$51,869.63.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

UTILITY WRITEOFFS BY CODE
JUNE 2019

WATER

101	COMMERCIAL WATER INSIDE	\$288.98
102	RESIDENTIAL WATER INSIDE	\$6,150.77
111	NORTH BASIN RES INSIDE	\$1,427.14
112	NB RES INSIDE ANXD 2013	\$81.46
132	NORTH BASIN RURAL RES OUTSIDE	\$131.24
7CONN	CONNECTION CHARGE TO BE BILLED	\$140.00
7DSCON	DISCONNECT	\$1,168.38
910	FAMILY FUND	\$0.00
PENLT	PENALTY	\$2,952.00
LOKCUT	METER LOCK CUT POST TOFF	\$100.00

SEWER

301	SEWER FLAT RATE	\$19.57
307	INSIDE RESIDENTIAL SEWER	\$5,832.89
308	INSIDE COMMERCIAL SEWER	\$354.05
321	NORTH BASIN RES INSIDE	\$1,255.25
322	NORTH BASIN RES IN ANXD 2013	\$79.52
342	NORTH BASIN RURAL RES OUTSIDE	\$0.00

CITY SERVICE FEE

502	CITY SERVICE FEE	\$1,343.50
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SALES TAX

2STAX	SALES TAX	\$839.16
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GARBAGE

504	RESIDENTIAL GARBAGE	\$12,672.16
505	COMMERCIAL GARBAGE	\$0.00
706	EXTRA PURCHASE CART	\$29.68

NSF

	RETURNED CHECKS	\$100.00
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	WRITE OFFS FOR 2017 CALENDAR YR	\$34,965.75
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Attachment: WRITE OFFS 5-31-19 (2562 : Res 15-19 Uncollectible Utility Accounts 2019)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 06/11/19 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

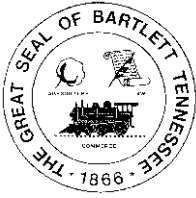
Department Head: Dick Phebus

Property, general liability, auto, worker's compensation, and other insurance renewals.

The City received property, general liability, auto, and workers compensation insurance renewal quotations from Public Entity Partners. Bartlett School Board has elected to renew its general liability insurance separately. Building and property, auto, and workers compensation insurance are quoted with combined city and school premiums as detailed in June 11, 2019 memorandum attached.

Thank you for your consideration of this insurance coverage for Fiscal Year 2020.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Jack Young, Vice Mayor
SECONDER: W.C. Pleasant, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



City of Bartlett

A. Keith McDonald, Mayor

FINANCE DEPARTMENT MEMORANDUM

DATE: June 11, 2019
TO: Mayor and Board of Aldermen
FROM: Dick Phebus
RE: Property, Liability, Auto, and Other General Insurance renewals

We have received our Property, General Liability, Auto, and other insurance renewals for the 2020 fiscal year. Here is a summary of the various coverages:

	Fiscal 2017	Fiscal 2018	Fiscal 2019	Fiscal 2020
Gen. Liability, Law Enforcement, E & O, Auto Liability, Auto Physical Damage	City \$472,543	City \$452,787	City \$460,814	City \$456,890
Building & Property, EDP, Mobile Equip., Employee Dishonesty, Automatic Coverages	City \$154,666 Schools <u>\$244,535</u> Total \$399,201	City \$167,638 Schools <u>\$272,496</u> Total \$440,134	City \$172,706 Schools <u>\$283,476</u> Total \$456,182	City \$176,582 Schools <u>\$287,997</u> Total \$464,579
Worker's Comp.	City \$681,885 Schools <u>138,541</u> Total \$820,426	City \$650,196 Schools <u>81,093</u> Total \$731,289	City \$680,375 Schools <u>\$ 96,891</u> Total \$777,266	City \$650,264 Schools <u>\$104,647</u> Total \$754,911

Notes:

- Bartlett City Schools elected to renew their general liability policy separately in FY2020. They will reimburse the City of Bartlett for their share of the building and property premiums and worker's compensation premiums as shown in premium breakdown in Fiscal 2020 column in table above.
- Total Earthquake coverage is \$10 million. (*premium included in automatic coverages with Public Entity Partners*)
- Workers' Comp premium decrease of 0.04%. Our experience modifier decreased from .869 to .852.
- Increase to General Liability of 2.16%; increase in Building & Property due to increase in exposures.
- General liability premium includes coverage for *Ransomware, Social Engineering, and Data Restoration Expense*.
- All rates and premiums are net of TML member dividends of \$180,150 as follows:
 - Gen. Liability \$65,475
 - Buildings & Property \$23,480
 - Work Comp \$91,195

After carefully reviewing all rates, it is our recommendation that we continue coverage with Public Entity Partners (formerly The Pool) and renew our insurance coverages for fiscal year 2020.

Thank you for your consideration of this item.

Attachment: MemoInsuranceRenewFY20 (2559 : City and School Insurance FY2020)