



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MAY 26, 2015 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

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

INVOCATION

Opening Prayer by Mayor McDonald

FUTURE MEETINGS

Family Assistance Commission, June 1 at 6 p.m.

Planning Commission, June 1 at 7 p.m.

Beer Board, June 2 at 6 p.m.

Bartlett Station Commission, June 3 at 7:30 a.m.

City Beautiful Commission, June 4 at 7 p.m.

Bartlett Historical Society, June 8 at 7 p.m.

RECOGNITIONS

Mayor McDonald and the Aldermen recognized Boy Scouts from Troop 206, who attended to earn their Citizenship in the Community Merit Badge.

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

MINUTES ACCEPTANCE

Minutes of the May 12, 2015 Board of Mayor and Aldermen Regular Meeting

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

UNFINISHED BUSINESS

- 1 **Second Reading of Ordinance 15-02, an ordinance to adopt the 2015-2016 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund, and Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)**

RESULT:	APPROVED ON SECOND READING [UNANIMOUS] Next: 6/9/2015 7:00 PM
MOVER:	Jack Young, Vice Mayor
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick

- 2 **Second Reading of Ordinance 15-03, 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 2015. (Dick Phebus, Director of Finance)**

RESULT:	APPROVED ON SECOND READING [UNANIMOUS] Next: 6/9/2015 7:00 PM
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Paula Sedgwick, Alderman
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick

- 1 **Special event permit for Legend of Stanky Creek Mountain Bike race. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, August 15 and Sunday, August 16 from 7 a.m. to 7 p.m. each day at Nesbit Park.
- 2 **Bid for one 2016 Ford Fusion. (Dick Phebus, Director of Finance)**
Recommend accepting the State contract bid from Golden Circle Ford in the amount of \$17,713.08 for one 2016 Ford Fusion Sedan S with four doors and front wheel drive. Funds are available in Account 311.48311.785.10614.
- 3 **Bid for one 2015 Ford F-150 with LED lights. (Rick McClanahan, Director of Engineering)**
Recommend accepting the State contract bid from Golden Circle Auto Group in the amount of \$21,565.28, plus \$595 for four corner LED lights for a total cost of \$22,160.28. Funds are available in Account 510.51200.935.

4 Bid for two 2015 33,000 GVWR Trucks with dump beds. (Bill Yearwood, Director of Public Works)

Recommend accepting the lowest bid from Tag Truck Center at a cost of \$87,120.00 each, and a total cost of \$174,240.00. Funds are available in Accounts 510.51300.935 and 311.48311.785.30715.

5 Bid for Recycling Dropbox Roll-Off Containers. (Bill Yearwood, Director of Public Works)

Recommend accepting the lowest, qualified bid from Custom Container in the total amount of \$28,188.00. Funds are available in Account 122.48122.940.

6 Bid for electrical hardware upgrade at Wastewater Plant. (Rick McClanahan, Director of Engineering)

Recommend accepting the lowest bid from Advance Electric in the amount of \$28,300, plus a contingency amount of \$2,830 for a total cost of \$31,130. Funds are available in Account 510.51400.945.

7 Professional services contract with Gaines, Williams & Associates for Wastewater Plant hardware programming. (Rick McClanahan, Director of Engineering)

Request for engineering professional services to install and program electrical hardware upgrade at Wastewater Plant by Gaines, Williams & Associates for a total cost of \$8,570.00. Funds are available in Account 510.51400.945.

8 Treasurer's Report for April 2015. (Dick Phebus, Director of Finance)

Adopted Budget Expenditures	\$67,246,180
Year-to-Date Expenditures	\$52,810,643
Adopted Budget Revenue	\$67,246,180
Year-to-Date Revenue	\$53,660,756

NEW BUSINESS

I Resolution 11-15, a resolution to amend the Fiscal Year 2015 Capital Improvement Fund Budget to provide for additional funding for Rockyford Subdivision, Phase E-2. (Dick Phebus, Director of Finance)

Mr. Phebus explained that this resolution amends the budget to accept \$30,000 from the drawing of a subdivision contract letter of credit. These funds will be used by the Engineering Department to complete the Rockyford Subdivision, Phase E-2 project.

Alderman Elliott asked what work needs to be completed. Rick McClanahan, Director of Engineering, said an outfall swell pipe needs to be recut and sidewalks need to be installed for four lots.

Alderman Parsons asked if that work will finalize the bond. Mr. McClanahan answered yes, that all the necessary work will be completed with funds remaining. Mayor McDonald noted that any remaining funds will be returned to the developer.

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

OPEN DISCUSSION

Debbie Gelineau, Director of Community Relations, announced the annual Children's Fishing Rodeo will be held June 6 from 6 to 9 a.m. at Appling Lake. This year the City moved the rodeo to the first Saturday of June, as opposed to having it on the Saturday closest to Independence Day.

Director of Engineering Rick McClanahan explained that the Bartlett Road closure has caused a backup in the left turn lane headed north on Bartlett Boulevard onto Stage Road. City Engineers have reset the timing at the effected intersections to allow for more time for traffic to cross. Bartlett Road has been closed to repair the bridge; construction is expected to be complete in November 2015.

ADJOURNMENT

Meeting adjourned at 7:11 PM

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

A. Keith McDonald
Mayor



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MAY 12, 2015 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

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 Vice Mayor Young

FUTURE MEETINGS

Parks and Recreation Advisory Board, May 14 at 7 p.m.

Historic Preservation Commission, May 18 at 7 p.m.

BPACC Advisory Board, May 19 at 6 p.m.

Bartlett Arts Council, May 19 at 6:30 p.m.

Design Review Commission, May 19 at 6:30 p.m.

RECOGNITIONS

Check presentation to Youth Villages by Bartlett Recreation Center

Michael Goldberg, Bartlett Recreation Center facility manager, presented a check for \$2,429.35 to Amanda Mullen for Youth Villages. The money was raised in Pickleball tournaments at the Recreation Center and Singleton Community Center.

Mayor's Youth Council Class of 2015

Gloria Alex Bowens, senior at Bartlett High School
Austin Brown, sophomore at Bolton High School
Tyler Brown, freshman at Bartlett Ninth Grade Academy
Madeline Demetriou, sophomore at Bartlett High School
Bria Dodd, eighth grader at Appling Middle School
Emily Dowty, sophomore at Bolton High School
Anna Elmore, junior at Bolton High School
Haley Elmore, freshman at Bartlett Ninth Grade Academy
Cheyan Gregory, freshman at Bartlett Ninth Grade Academy
Emily Jones, senior at Bartlett High School
Maranda Mays, seventh grader at Elmore Park Middle School
Libby Claire McGhee, eighth grader at St. Ann School

Minutes Acceptance: Minutes of May 12, 2015 7:00 PM (MINUTES ACCEPTANCE)

Ellen McLeod, eighth grader at Appling Middle School
 Andrea McMahan, eighth grader at Appling Middle School
 Ryan McVay, seventh grader at Elmore Park Middle School
 Joey Rodriguez, sophomore at Memphis University School
 Sarah Ryan, junior at St. Benedict School
 Aaron Shankle, seventh grader at Elmore Park Middle School
 Madeline Strickland, freshman at Bartlett Ninth Grade Academy
 Justyce White, sophomore at Bolton High School

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

MINUTES ACCEPTANCE

Minutes of the April 28, 2015 Board of Mayor and Aldermen Regular Meeting

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

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 07-15, a Resolution Approving Amendments to the Planned Development for Hampton Grove P.D.

COMMENTS - Current Meeting:

No one spoke in favor or in opposition.

Adjourned at 7:12 p.m.

RESULT:	CLOSED
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UNFINISHED BUSINESS

- I **Resolution 07-15, a Resolution Approving Amendments to the Planned Development for Hampton Grove P.D. (Terry Emerick, Director of Planning and Economic Development)**

Mr. Emerick explained that this application is to amend the Hampton Grove planned development, which has been constructed. The request is to delete Lot B, which is excess right-of-way. The adjacent property asked to take over the excess right-of-way, including its maintenance. The City has owned and maintained the property for several years. Approving this request will allow the adjacent property owner to build a two-lot subdivision on this lot.

Minutes Acceptance: Minutes of May 12, 2015 7:00 PM (MINUTES ACCEPTANCE)

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

CONSENT AGENDA

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

- 1 Special event permit for Youth Villages Ultimate 5K & 10K Runs. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, June 27 from 7 to 11 a.m., and will begin and end at St. Philip Church.
- 2 Bids for annual Public Works supplies. (Bill Yearwood, Director of Public Works)**

NEW BUSINESS

- 1 Funding Policy of the Retirement System of the City of Bartlett Defined Benefit Plan. (Peter Voss, Director of Personnel)**

Personnel Director Peter Voss explained that the state now requires municipalities with pension plans to establish formal funding policies for them. Mr. Voss noted that the Pension Board has reviewed this funding policy and voted in favor of it.

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

- 2 First Reading of Ordinance 15-02, an ordinance to adopt the 2015-2016 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund, and Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)**

Mayor McDonald stated that the Board held a budget work session April 28.

This budget proposes to increase sanitation fees \$1; the City currently spends \$25.13 per water customer per month and charges \$24.

Mayor McDonald noted that ambulance fees are proposed to increase. Both the City's consultants and the Fire Department suggested increases.

RESULT:	APPROVED ON FIRST READING [UNANIMOUS]	Next: 5/26/2015 7:00 PM
MOVER:	Jack Young, Vice Mayor	
SECONDER:	Emily Elliott, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

3 First Reading of Ordinance 15-03, 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 2015. (Dick Phebus, Director of Finance)

Mr. Phebus stated that the proposed tax rate for Tax Year 2015 is \$1.62 per \$100 of assessed value. This is the same as the current property tax rate.

RESULT:	APPROVED ON FIRST READING [UNANIMOUS]	Next: 5/26/2015 7:00 PM
MOVER:	Bobby Simmons, Alderman	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

OPEN DISCUSSION

Mayor McDonald announced that this is Ron Jewell's final Board meeting as the Director of the Bartlett Performing Arts and Conference Center.

Several members of the BPACC Advisory Board spoke in honor of Mr. Jewell.

Frank Adcock said Mr. Jewell has been an integral part of BPACC's success.

Beverly Holmgren, 6133 Kimberly Elise, said she is grateful for all Mr. Jewell has done, and hopes to continue BPACC's success with the next director.

Lorraine Williams, 5658 Elmore Road, said Mr. Jewell's leadership has brought many compliments to BPACC and the City.

David Skelton, 3868 Windy Trail Cove, said BPACC is an incredible amenity for Bartlett.

Laqueta Ferguson, 8015 Carat Circle, said Mr. Jewell has run a quality program for a reasonable price.

Director Jewell thanked several people who helped him through the years. He said he was deeply appreciative for this opportunity. He will become the director of the Orpheum's new performing arts center.

Mayor McDonald announced that Patrice Curran will serve as interim facilities manager. He would like to have a permanent manager by the end of July.

Additionally, the box office will now be closed on Mondays.

Chief Administrative Officer Mark Brown announced that the new Splash Park will not open on Memorial Day, May 25, 2015 as planned. Construction has been delayed due to weather. Hopefully, the park will open in June.

Ronda Curry, 5119 River crest, will be managing the Bartlett Station Farmer's Market this year. The market will be held at Freeman Park every Saturday from 8 a.m. til 12 p.m. until September 19. Currently there are 19 vendors.

ADJOURNMENT

Meeting adjourned at 7:53 PM

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

A. Keith McDonald
Mayor



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 1496)

Meeting: 05/26/15 07:00 PM

Department: Finance

Category: Budget

Prepared By: Eric Phan

Initiator: Dick Phebus

Sponsors:

DOC ID: 1496

Ordinance 15-02, an ordinance to adopt the 2015-2016 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund, and Capital Improvements Fund Budgets.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2015-2016 Fiscal Year for the City of Bartlett are as follows:

	Fiscal Year 15/16
GENERAL FUND EXPENDITURES:	
ADMINISTRATIVE:	
Legislative Board	\$ 766,289
Mayor's Office	\$ 770,639
Community Affairs	\$ 266,724
Building and Grounds	\$ 301,922
Bartlett Station Municipal Center	\$ 404,895
Library	\$ 1,126,558
Finance and Administration	\$ 1,491,172
City Court	\$ 976,118
Personnel	\$ 467,579
Planning and Economic Development	\$ 389,758
Total Administrative	\$ 6,961,654
PUBLIC SAFETY:	
Police Department	\$ 13,873,281
Fire Department	\$ 7,114,095
Ambulance Department	\$ 2,557,838
Code Enforcement	\$ 814,313
Total Public Safety	\$ 24,359,527
PUBLIC WORKS:	
Administration	\$ 551,234
City Shop	\$ 955,246
General Maintenance	\$ 1,385,117
General Services	\$ 346,514
Grounds Maintenance	\$ 1,323,142
Animal Control	\$ 763,745
Engineering Administration	\$ 371,564
Engineering & Inspection	\$ 418,630
Total Public Works	\$ 6,115,192

PARKS AND RECREATION:

Administration	\$	389,251
Community Center	\$	1,024,526
Athletics	\$	713,328
Maintenance	\$	1,297,561
School Ground Maintenance	\$	178,980
Senior Citizen Center	\$	347,334
Recreation Center	\$	1,648,617
Total Parks and Recreation	\$	5,599,597

PERFORMING ARTS:

Performing Arts Center	\$	652,956
Total Performing Arts	\$	652,956

OTHER GENERAL FUND ITEMS /TRANSFERS OUT

Transfer Out to Debt Service	\$	500,000
Transfer Out Bartlett City School	\$	1,722,825
Transfer Out BCS Capital Projects	\$	950,000
Transfer Out Shelby County Board of Education	\$	608,193
Transfer Out Balance of Sales Tax Half Cent	\$	249,426
Transfer Out DARE Program	\$	48,000
Transfer Out Drainage Fund	\$	100,000
Transfer Out Bartlett Station	\$	100,000
Total Transfers Out	\$	4,278,444

TOTAL GENERAL FUND EXPENDITURES **\$ 47,967,370**

GENERAL FUND REVENUES/TRANSFERS:

Property Taxes	\$	20,145,000
Local Taxes	\$	13,299,500
Licenses & Privileges	\$	1,652,000
Intergovernmental	\$	5,519,500
General Charges for Services	\$	3,830,084
Department Revenues	\$	656,725
Court Charges	\$	1,715,000
Other Revenue	\$	133,000
Transfer In from General Improvement Fund	\$	260,000
Use of Fund Balance	\$	756,561

TOTAL GENERAL FUND REVENUES/TRANSFERS **\$ 47,967,370**

SPECIAL REVENUE FUNDS EXPENDITURES

Street Aid Fund	\$	2,395,000
Solid Waste Fund	\$	6,299,652
General Improvement Fund	\$	650,000
Drug Enforcement Fund	\$	304,600

DEA Enforcement Fund	\$ 279,900
Drainage Control Fund	\$ 120,763
Park Improvement Fund	\$ 50,000
Bartlett City School Fund	\$ 71,250,815

TOTAL SPECIAL REVENUE FUNDS EXPENDITURES \$ 81,350,730

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$ 80,372,815
Use of Fund Balance	\$ 977,915

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES \$ 81,350,730

UTILITY FUND EXPENDITURES

Administration	\$ 2,326,759
Water & Wastewater Services	\$ 1,836,161
Plant Operations	\$ 1,783,643
Sewer Treatment	\$ 893,108
Total Utility Operation Expenditures	\$ 6,839,671

Utility Debt -- Principal	\$ 1,362,000
Utility Debt -- Interest & Charges	\$ 338,343
Total Utility Debt Expenditures	\$ 1,700,343

Contribution to Fund Balance	\$ 87,186
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TOTAL UTILITY FUND EXPENDITURES \$ 8,627,200

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$ 8,627,200
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TOTAL UTILITY FUND REVENUES/SOURCES \$ 8,627,200

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal \$	3,314,000
Interest and Other Charges	\$ 900,076

TOTAL GENERAL DEBT SERVICE EXPENDITURES \$ 4,214,076

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$ 4,080,000
Use of Fund Balance	\$ 134,076

TOTAL GENERAL DEBT SERVICE REV./SOURCES \$ 4,214,076

SECTION 2: SOLID WASTE FEE -- BE IT FURTHER ORDAINED, that the monthly Solid Waste Fee for residential and commercial pickup is increased by \$1 per month.

SECTION 3: 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 2015-2016 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 4: 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 5: The CITY WATER RATE -- BE IT FURTHER ORDAINED the City Water Rates be assessed according to the following schedule:

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

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

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

SECTION 7: 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 8: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED, that "Exhibit B" represents the fiscal year 2015-2016 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2015-2016. Any rate or fee not included in the attached 2015-2016 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 9: 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 10: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED, that Operating budgets not spent or formally encumbered expire at June 30, 2015. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 11: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED, that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 12: 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 2016 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, 2016.

SECTION 13: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED, that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 14: 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 15: 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 16: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance becomes effective July 1, 2015.

FIRST READING: May 12, 2015

SECOND READING: May 26, 2015

THIRD READING: June 09, 2015

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

HISTORY:

05/12/15 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 05/26/15

Mayor McDonald stated that the Board held a budget work session April 28.

This budget proposes to increase sanitation fees \$1; the City currently spends \$25.13 per water customer per month and charges \$24.

Mayor McDonald noted that ambulance fees are proposed to increase. Both the City's consultants and the Fire Department suggested increases.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next:
	6/9/2015 7:00 PM	
MOVER:	Jack Young, Vice Mayor	
SECONDER:	Emily Elliott, Alderman	
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick	

Exhibit A



CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2016 - FY 2020**

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 6,175,217	\$ 4,030,000	\$ 5,800,000	\$ 4,695,000	\$ 2,825,000	\$ 23,525,217
Capital Note	1,063,150	934,000	909,000	935,000	910,000	4,751,150
FD311 Transfers-unspent projects	498,905	0	0	0	0	498,905
FD311 Use of Fund Balance	220,500	0	0	0	0	220,500
TDOT 80% match	1,092,213	3,200,000	12,800,000	800,000	0	17,892,213
Utility Bonds	0	2,286,000	1,780,000	915,000	1,080,000	6,061,000
FD312 Transfers-unspent projects	150,000	0	0	0	0	150,000
Total Funding Sources	\$ 9,199,985	\$ 10,450,000	\$ 21,289,000	\$ 7,345,000	\$ 4,815,000	\$ 53,098,985
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Network Infrastructure	200,000	0	0	0	0	200,000
City Hall Renovations	400,000	0	0	0	0	400,000
Transfer to Debt Service Fund	180,000	0	0	0	0	180,000
Transfer to Street Aid Fund	40,000	0	0	0	0	40,000
Total Administrative	\$ 850,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 970,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 374,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,114,000
Justice Center Maintenance	120,000	120,000	120,000	120,000	120,000	600,000
Public Radios System	3,000,000	0	0	0	0	3,000,000
Total Police	\$ 3,494,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 5,714,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
Fire Ambulances	180,000	0	180,000	0	180,000	540,000
Total Fire	\$ 180,000	\$ 30,000	\$ 210,000	\$ 30,000	\$ 210,000	\$ 660,000
<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

Exhibit A



CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2016 - FY 2020**

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 434,500	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,434,500
Total Public Works	\$ 434,500	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,434,500
<u>Engineering</u>						
Engineering Vehicle	\$ 0	\$ 24,000	\$ 24,000	\$ 25,000	\$ 25,000	\$ 98,000
City Shop	0	0	100,000	1,750,000	0	1,850,000
City Wide Overlay	500,000	1,000,000	1,500,000	2,000,000	2,000,000	7,000,000
Fletcher Creek Greenway	1,290,985	1,000,000	1,000,000	1,000,000	0	4,290,985
Taper Inlet	50,000	500,000	0	0	0	550,000
Ellis Road Hill Removal	50,000	450,000	0	0	0	500,000
Bartlett Road Bridge	80,000	0	0	0	0	80,000
Bartlett Blvd. Bridge	600,000	0	0	0	0	600,000
Elmore Box	300,000	0	0	0	0	300,000
Brother & Stage Left Signal	0	20,000	150,000	0	0	170,000
Old Brownsville West R.O.W.	0	3,000,000	15,000,000	0	0	18,000,000
Flasher Modifications	0	25,000	25,000	0	0	50,000
Westbrook Road Bridge	0	350,000	0	0	0	350,000
FEMA Generator	0	100,000	0	0	0	100,000
Germantown North	0	140,000	0	0	0	140,000
Old Brownsville East	0	0	0	100,000	0	100,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 3,270,985	\$ 7,009,000	\$ 18,199,000	\$ 5,275,000	\$ 2,425,000	\$ 36,178,985
<u>Parks</u>						
Parks Vehicles & Equipment	\$ 69,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 329,000
Recreation Vehicles & Equipment	130,500	75,000	75,000	75,000	75,000	430,500
Recreation Center Pool DH Units	346,000	0	0	0	0	346,000
Recreation Center Roof	75,000	0	0	0	0	75,000
Parks Maintenances	200,000	125,000	125,000	125,000	125,000	700,000
Total Parks	\$ 820,500	\$ 265,000	\$ 265,000	\$ 265,000	\$ 265,000	\$ 1,880,500

Exhibit A



CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2016 - FY 2020**

PROJECT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL
<u>Water</u>						
Tank Maint. & Paint	\$ 0	\$ 161,000	\$ 130,000	\$ 140,000	\$ 180,000	\$ 611,000
Water Line Upgrades	0	50,000	50,000	50,000	50,000	200,000
New Water Tank	150,000	1,200,000	0	0	0	1,350,000
Old Brownsville Water Line	0	25,000	700,000	0	0	725,000
Water Extention Kirby Whitten	0	250,000	0	0	0	250,000
Water Plant Site	0	0	0	125,000	0	125,000
Retrofit Reservoir - Germantown	0	0	0	0	250,000	250,000
Total Water	\$ 150,000	\$ 1,686,000	\$ 880,000	\$ 315,000	\$ 480,000	\$ 3,511,000
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Sewer Rehab	0	100,000	100,000	100,000	100,000	400,000
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	400,000
Upgrade Sewage Plant #2	0	0	300,000	0	0	300,000
Total Sewers	\$ 0	\$ 600,000	\$ 900,000	\$ 600,000	\$ 600,000	\$ 2,700,000
TOTAL CIP	\$ 9,199,985	\$ 10,450,000	\$ 21,289,000	\$ 7,345,000	\$ 4,815,000	\$ 53,098,985

TDOT Funding: \$1,031,788 for Fletcher Creek Greenway and \$59,425 for Bartlett Road Bridge in FY 2016.

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	\$ 425.00	\$85/hr with 4-hr. minimum
	Banquet Hall (all day)	\$ 600.00	\$100/hr x 6 hours (2 hrs. free)
	Boardroom (all day)	\$ 175.00	\$35/hr with 3-hr minimum
	Chapel (all day)	\$ 350.00	\$70/hr with 4-hr minimum
	Meeting Room (all day)	\$ 150.00	\$30/hr with 3-hr minimum
	Reception Hall (all day)	\$ 300.00	\$50/hr x 6 hours (2 hrs. free)
	Weekend and Evening Rates		
	Auditorium (all day)	\$ 690.00	\$115/hr x 6 hours (2 hrs. free)
	Banquet Hall (all day)	\$ 810.00	\$135/hr x 6 hours (2 hrs. free)
	Boardroom (all day)	\$ 240.00	\$40/hr x 6 hours (2 hrs. free)
	Chapel (all day)	\$ 510.00	\$85/hr x 6 hours (2 hrs. free)
	Meeting Room (all day)	\$ 210.00	\$35/hr x 6 hours (2 hrs. free)
	Reception Hall (all day)	\$ 390.00	\$65/hr x 6 hours (2 hrs. free)
	Equipment Rental		
	Sound Equipment (include 2hrs Tech.)	\$ 150.00	All day (includes sound tech)
	Sound Technician	\$ 15.00	Per hour with 4-hr minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	\$ 1,280.00	5 consecutive hrs + 2 hrs decorating
	Reception Hall	\$ 600.00	5 consecutive hrs + 2 hrs decorating
	Wedding only		
	Auditorium	\$ 1,000.00	5 consecutive hrs + 2 hrs rehearsal
	Chapel	\$ 800.00	5 consecutive hrs + 2 hrs rehearsal
	Wedding & Reception		
	Auditorium & Banquet Hall	\$ 2,000.00	8 consecutive hrs + 2 hrs rehearsal
	Auditorium & Reception Hall	\$ 1,380.00	8 consecutive hrs + 2 hrs rehearsal
	Chapel & Banquet Hall	\$ 1,760.00	8 consecutive hrs + 2 hrs rehearsal
	Chapel & Reception Hall	\$ 1,220.00	8 consecutive hrs + 2 hrs rehearsal
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	\$ 0.25	Per page after first 5 free pages
	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%	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Penalty Real Property Taxes	5%	
	Returned Check Fee	\$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	\$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	5%	Reported Monthly
	Wine Only Privilege Tax License	\$ 120.00	\$120 - \$200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	\$ 5,000.00	Per Application
	Cable Bid Copy Fee	\$ 25.00	Per Cable Bid
City Court	Alcohol/Drug Treatment Fee	\$ 100.00	Set by State
	Breath Alcohol Test Charge	\$ 17.50	Set by State
	Cash Bond Forfeiture Fee	\$ 13.75	Set by State
	City Court Costs	\$ 61.00	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
	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
	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	\$ 5.00	Set by State
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 29.25	Each
	Board of Zoning Appeals		
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	Site Plan Review	\$ 200.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	\$ 200.00	Each
	Site Plan Review (with contract)	\$ 300.00	Each
	Subdivision		
	Construction Plan	\$ 100.00	Each
	Plus	\$ 10.00	Per lot
	Dedication of Street	\$ 300.00	Each
	Final Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Master Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Rerecording	\$ 50.00	Each
	Revocations	\$ 300.00	Each
	Street Name Change	\$ 300.00	Each
	Road, Street, Alley Closure	\$ 300.00	Each
	Zoning		
	Planned Development: Outline Plan	\$ 300.00	Five acres or less, \$30 per acre after first five and maximum fee of \$2,000
	Rerecording	\$ 50.00	Each
	Renotification Fee	\$ 100.00	Up to 100 labels and \$1.00 per label 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 B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

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	\$ 0.25	Per page after first 5 free pages
	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	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

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

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	X-ray unit-120 volt	\$ 15.00	
	X-ray unit-208/240 volt	\$ 50.00	
	Mobile Homes (manufactured)	\$ 50.00	
	Reconnecting Signs		
	1st circuit	\$ 15.00	
	Each additional circuit	\$ 2.00	
	Mercury Vapor Light P.O.L.	\$ 15.00	
	Re-inspection of interior wiring	\$ 50.00	Out of service for 90 days or more
	Residential Low Voltage		
	After Electrical-roughin	\$ 50.00	
	Before Electrical-roughin	\$ 30.00	
	Residential Temporary Meter Center	\$ 25.00	
	Service, Feeder, & Panel Replacement	\$ 50.00	Residential
	Signs and Decorative Circuits		
	1st circuit	\$ 6.00	
	Each additional circuit	\$ 4.00	
	Conduit installed for the sign circuit	\$ 15.00	
	Swimming Pools		
	Above Ground Pools	\$ 30.00	
	Inground Pools	\$ 100.00	
	Transformers & Capacitors		
	Installations-100 watts up to 5 KVA	\$ 15.00	
	Installations-each additional > 5 KVA	\$ 0.50	
	Replacement	\$ 20.00	
	Up to 240 volt phase	\$ 1.00	Per Amp
	Work commencing before permit issued	Double Fee	
	Voltage excess of 480 volts per KVA		
	First 10,000 KVA	\$ 1.50	Per KVA
	Additional KVA over 10,000 up to 50,000	\$ 0.50	Each
	Each additional KVA above 50,000	\$ 0.25	Each
	Gas Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for issuing permits	\$ 4.00	
	Filing Application for Board of Appeals	\$ 100.00	
	First re-inspection fee	\$ 30.00	
	2+ Re-inspection Fee	\$ 50.00	
	For \$1 to \$1,000 valuation of installation	\$ 15.00	
	For each gas outlet	\$ 2.50	Single Family Residence
	Gas meter put back	\$ 15.00	
	Minimum Permit Fee	\$ 15.00	
	Per each additional \$1,000	\$ 8.00	
	Work commencing before permit issued	Double Fee	
	Liquidation/Special Sale Application Fee	\$ 25.00	Each

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

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

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
Public Works	Adoption Fee	\$ 65.00	Each
	Animal License Fee	\$ 6.00	Each (altered)
		\$ 16.00	Each (non-altered)
		\$ 3.00	Replacement Cost
	Boarding Fees	\$ 10.00	Per Day
	Capture Fees		
	1st offense	\$ 30.00	Each
	2nd offense	\$ 60.00	Each
	3rd offense	\$ 90.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	\$ 25.00	Owner surrender
		\$ 25.00	Cremation fee
		\$ 15.00	Micro-chipping
Solid Waste	Appliance Pickup	\$ 25.00	Each
	Commercial Pickup-Set Up Fee	\$ 15.00	Each
	Commercial Pickup - Charge for Cart	\$ 50.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	\$ 23.00	Monthly
	For 2 Carts	\$ 28.00	Monthly
	For 3 Carts	\$ 33.00	Monthly
	Residential Cart Replacement Cost	\$ 50.00	Each
	Residential Cart Additional Purchase	\$ 50.00	Each
	Residential Pickup	\$ 25.00	Monthly
	Special Pickup:	\$ 250.00	Each - based on full brush truck
Water/Wastewater	Yard Waste Cart Purchase	\$ 50.00	Each - While Grant carts are available
	Barrel Locks to Contractors	\$ 7.50	Each
	Refundable User Fee for Fire Hydrant Meter	\$ 1,000.00	Each
	Rental for Fire Hydrant Meter	\$ 25.00	Monthly
	Water useage of Fire Hydrant Meter		Current City rates for water useage
	City Water Rates		
	Residential -- City Customers	\$ 5.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 8.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 10.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 15.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	City Sewer Rates		
	Residential -- City Customers	\$ 6.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 9.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	\$ 14.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 22.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 1.93	each additional 1,000 gallons
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	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

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

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 4.00	Per class
	Belly Dancing	\$ 75.00	Resident per session
		\$ 80.00	Nonresident per session
	Zumba	\$ 6.00	Resident & Non Res. Per Class
	Yoga	\$ 5.00	Per class
	Chair Yoga	\$ 5.00	Per class
	Line Dancing	\$ 25.00	Resident per Month
		\$ 30.00	Non-Resident per Month
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month
	Pottery with Susie	\$ 135.00	Resident per session
		\$ 140.00	Nonresident per session
	Art Programs		
	Toddler Art	\$ 60.00	Per Session
	Children's Art Classes	\$ 200.00	Resident Per session (Ages 9-14)
		\$ 205.00	Nonresident Per session (Ages 9-14)
		\$ 125.00	Resident per session (Ages 5-8)
		\$ 130.00	Nonresident per session (Ages 5-8)
	Saturday Artists	\$ 125.00	Resident Per Session (Ages 5-8)
		\$ 130.00	Non Res. Per Session (Ages 5-8)
		\$ 200.00	Resident Per Session (Ages 9-14)
		\$ 205.00	Non Res. Per Session (Ages 9-14)
	Dance		
	Bartlett Dance Factory	\$ 40.00	Resident per month
		\$ 45.00	Nonresident per month
	Bartlett Dance Factory - Summer Dance	\$ 80.00	Resident per session
		\$ 90.00	Nonresident per session
	Fall Break Camp	\$ 105.00	Resident & Non Res. Per week
	Spring Break Camp	\$ 105.00	Resident & Non Res. Per week
	Summer Day Camp	\$ 715.00	Resident
		\$ 765.00	Non-resident
	Facility Rental		
	Regular Hours		
	Classroom	\$ 25.00	Resident per hour
		\$ 35.00	Nonresident per hour
	Stage Room	\$ 35.00	Resident per hour
		\$ 45.00	Nonresident per hour
	Auditorium	\$ 45.00	Resident per hour
		\$ 55.00	Nonresident per hour
	Kitchen	\$ 50.00	Resident Flat Fee
		\$ 55.00	Non-Resident Flat Fee

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Gymnasium, one side only	\$ 45.00	Resident per hour
		\$ 55.00	Nonresident per hour
	Gymnasium, whole gym	\$ 90.00	Resident per hour
		\$ 110.00	Nonresident per hour
	Concession Stand	\$ 85.00	Resident Flat Fee
		\$ 90.00	Non-Resident Flat Fee
	Basketball Tournament	\$ 1,250.00	3 day Resident
		\$ 1,400.00	3 day Non-Resident
After Hours			
	Classroom	\$ 55.00	Resident per hour (2 hr min)
		\$ 65.00	Nonresident per hour (2 hr min)
	Stage Room	\$ 60.00	Resident per hour (2 hr min)
		\$ 70.00	Nonresident per hour (2 hr min)
	Auditorium	\$ 100.00	Resident per hour (2 hr min)
		\$ 120.00	Nonresident per hour
	Kitchen	\$ 50.00	Resident Flat Fee
		\$ 55.00	Non-Resident Flat Fee
	Gymnasium, one side only	\$ 100.00	Resident per hour
		\$ 120.00	Nonresident per hour
	Gymnasium, whole gym	\$ 200.00	Resident per hour
		\$ 220.00	Nonresident 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	\$ 15.00	Resident per year
		\$ 30.00	Nonresident per year
		\$ 5.00	Day Pass
Martial Arts			
	Taekwondo	\$ 75.00	Resident per month
		\$ 80.00	Nonresident per month
	Kendo	\$ 25.00	Per month
Preschool			
	Literature-4 & 5 yrs old (Fridays)	\$ 40.00	Resident per session
		\$ 45.00	Nonresident per session
	Preschool-2 yrs old	\$ 80.00	Resident per month
		\$ 85.00	Nonresident per month
	Preschool-3 & 4 yrs old	\$ 70.00	Resident per month
		\$ 75.00	Nonresident per month

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Preschool Summer Funtime-2 & 3 yrs old	\$ 70.00	Resident per month
		\$ 75.00	Nonresident per month
	Preschool Summer Funtime - 4-5 yrs old	\$ 70.00	Resident per month
		\$ 75.00	Nonresident per month
Special Events			
	Halloween	\$ 1.00	Per adult
	Pet Show	\$ 10.00	Each pet
	Valentine's 5K/10K Run	\$ 20.00	Each
	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
	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	\$ 200.00	Resident per Session
		\$ 205.00	Non-Resident per Session
	Driver Education	\$ 460.00	Resident per session
		\$ 465.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	\$ 20.00	Per 1/2 hr session
	Piano with with Vickie (Ages 6-Adults)	\$ 80.00	Per Month
	Tennis (Ages 7-17)	\$ 60.00	Resident - 1 Lesson Per Week
		\$ 65.00	Non Resident - 1 Lesson Per Week
	Tutoring/Elementary	\$ 325.00	per semester
	Tutoring/Middle School	\$ 325.00	per semester
	Summer Tutoring	\$ 30.00	Per Week
	Tutoring/High School	\$ 325.00	per semester
Senior Center	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

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Dance - Afternoon	\$ 3.00	Members Per Dance
		\$ 5.00	Non-Members Per Dance
	Dance - Evening	\$ 5.00	Members Per Dance
		\$ 6.00	Non-Members Per Dance
	Duplicate Bridge	\$ 1.00	Per session
	Duplicate Bridge Additional Fee	\$ 1.50	Non-Members per Session
	Exercise Punch Card	\$ 30.00	Per Punch Card
	Facility Rental		
	Classroom (except #2)	\$ 40.00	Resident Per Hour / Two Hour Min.
		\$ 45.00	Non-Resident Per Hour / 2 Hr Min.
	Classroom # 2	\$ 45.00	Resident Per Hour / Two Hour Min.
		\$ 50.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium	\$ 90.00	Resident Per Hour / Two Hour Min.
		\$ 95.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium Deposit	\$ 200.00	Per Auditorium Rental
	Classroom & Room 2 Deposit	\$ 50.00	Per Classroom or Room 2 Rental
	Kitchen (Type-Catering)	\$ 75.00	Additional Flat Fee for Rental
	For Profit Rentals	\$ 5.00	Per Hour Added to Standard Rental Fe
	Equipment - Podium	\$ 25.00	Additional Flat Fee for Rental
	Equipmt - Mic over PA	\$ 25.00	Additional Flat Fee for Rental (Aud. On
	Equipmt - TV w/ DVD	\$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	\$ 25.00	Additional Flat Fee Per Classroom Ren
	Rental Cleanup - Room 2	\$ 50.00	Additional Flat Fee Per Rm 2 Rental
	Rental Cleanup - Auditorium	\$ 95.00	Additional Flat Fee Per Auditorium Ren
	Language Classes	\$ 30.00	Per Session
	Line Dance Class	\$ 3.00	Per class
	Manicures	\$ 12.00	Per appointment
	Massage - Chair		
	15-minutes	\$ 16.00	Per 15-minute appointment
	30-minutes	\$ 32.00	Per 30-minute appointment
	Memberships	\$ 15.00	Per year
	Oil Painting Class	\$ 10.00	Per Month
	Pedicures	\$ 18.00	Per appointment
	Photography Workshop	\$ 35.00	Per Session
	Piano/Music Lessons	\$ 80.00	Per Month
	Pottery Class	\$ 15.00	Per Month
	Sketching/Art Class	\$ 10.00	Per Month
	Spanish Lessons	\$ 30.00	Per Session
	Tai Chi	\$ 3.00	Per class
	Yoga	\$ 3.00	Per class
	Zumba Night Class	\$ 3.00	Per class

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
Recreation Center			
	Corporate Family	\$ 605.00	Yearly
	Corporate Senior Family	\$ 508.00	Yearly
	Corporate Senior Single	\$ 335.00	Yearly
	Corporate Single	\$ 400.00	Yearly
	Employee Family	\$ 384.00	Yearly
	Employee Senior Family	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 35.00	Weekly
	Non-Resident Family	\$ 734.00	Yearly
	Non-Resident Senior Family	\$ 659.00	Yearly
	Non-Resident Senior Single	\$ 432.00	Yearly
	Non-Resident Single	\$ 486.00	Yearly
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 23.00	Weekly
	Resident Family	\$ 486.00	Yearly
	Resident Senior Family	\$ 356.00	Yearly
	Resident Senior Single	\$ 238.00	Yearly
	Resident Single	\$ 313.00	Yearly
	Resident Single	\$ 99.00	3-Month
	Resident Family	\$ 156.00	3-Month
	Resident Senior Single	\$ 75.00	3-Month
	Resident Senior Family	\$ 114.00	3-Month
	Non-Resident Single	\$ 156.00	3-Month
	Non-Resident Family	\$ 234.00	3-Month
	Non-Resident Senior Single	\$ 138.00	3-Month
	Non-Resident Senior Family	\$ 210.00	3-Month
	Corporate Single	\$ 129.00	3-Month
	Corporate Family	\$ 192.00	3-Month
	Corporate Senior Single	\$ 108.00	3-Month
	Corporate Senior Family	\$ 162.00	3-Month
Aquatics			
	1 student 1 lesson per mem	\$ 35.00	
	1 student 1 lesson per non-mem	\$ 60.00	
	1 student 4 lessons per mem	\$ 85.00	
	1 student 4 lessons per non-mem	\$ 110.00	
	Lifeguard Instructor mem	\$ 195.00	
	Lifeguard Instructor non- mem	\$ 220.00	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
Aquatics			
	1 student 1 lesson per mem	\$ 35.00	
	1 student 1 lesson per non-mem	\$ 60.00	
	1 student 4 lessons per mem	\$ 85.00	
	1 student 4 lessons per non-mem	\$ 110.00	
	Lifeguard Instructor mem	\$ 195.00	
	Lifeguard Instructor non- mem	\$ 220.00	
	Lifeguard recert mem fee	\$ 65.00	
	Lifeguard recert non-mem fee	\$ 90.00	
	Lifeguard training mem fee	\$ 175.00	
	Lifeguard training non-mem fee	\$ 200.00	
	Masters swim mem daily	free	
	Masters swim non-mem daily	\$ 25.00	
	Recert fee	\$ 27.00	
	Swim class member fee	\$ 70.00	
	Swim class non-member fee	\$ 95.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 195.00	
	WSI class non-mem	\$ 220.00	
Daycare			
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Unlimited childcare 1 mo.	\$ 30.00	
Facility Rental			
	Basketball court rental	\$ 40.00	
	Home School Swim	\$ 3.00	
	HS Lap Lane Rental fee	\$ 6.00	
	Lock-In Rental Balance	\$ 700.00	
	Lock-In Rental Deposit	\$ 100.00	
	Pantry room	\$ 20.00	
	Party room mem	\$ 52.50	
	Party room non-mem	\$ 60.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Racquetball court rental	\$ 25.00	
	Scuba	\$ 10.00	
	Volleyball court rental	\$ 90.00	
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 85.00	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Inflatable - Castle - Member	\$ 60.00	
	Inflatable - Basketball Hoops - Member	\$ 50.00	
	Inflatable - Giant Slide - Non-Member	\$ 110.00	
	Inflatable - Castle - Non-Member	\$ 80.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
	Fitness		
	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	
	Just For Women Member	\$ 130.00	
	Just For women Non-Member	\$ 170.00	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1session	\$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	\$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	\$ 540.00	
	Team Training 2 Members 1 session	\$ 60.00	
	Team Training 2 Members 8 sessions	\$ 400.00	
	Team Training 2 Members 12 sessions	\$ 480.00	
	Team Training 2 Non-Mem 1 session	\$ 70.00	
	Team Training 2 Non-mem 8 sessions	\$ 480.00	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Martial Arts Contract Monthly	\$ 400.00	New contract
	Other Recreation Center		
	Basketball league registration	\$ 40.00	
	Camp 2 wk mem	\$ 225.00	
	Camp 2 wk mem 1st sibling	\$ 210.00	
	Camp 2 wk mem 2nd sibling	\$ 200.00	
	Camp 2 wk non-mem	\$ 275.00	
	Camp 2 wk non-mem 1st sibling	\$ 260.00	
	Camp 2 wk non-mem 2nd sibling	\$ 250.00	
	Camp day rate member	\$ 30.00	
	Camp day rate non-member	\$ 35.00	
	Health Non-Profit Booth	\$ 25.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 20.00	
	JYM special	\$ 50.00	
	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		
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	
	Black team non-mem	\$ 75.00	
	Black 2nd swimmer mem	\$ 50.00	
	Black 2nd swimmer non-mem	\$ 65.00	
	Red team mem	\$ 70.00	
	Red team non-mem	\$ 85.00	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Red 2nd swimmer mem	\$ 60.00	
	Red 2nd swimmer non-mem	\$ 75.00	
	Senior member	\$ 80.00	
	Senior non-mem	\$ 95.00	
	Senior 2nd swimmer mem	\$ 70.00	
	Senior 2nd swimmer non-mem	\$ 85.00	
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee in LSC non-mem	\$ 10.00	
	White team mem	\$ 50.00	
	White team non-mem	\$ 65.00	
	White 2nd swimmer mem	\$ 40.00	
	White 2nd swimmer non-mem	\$ 55.00	
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 59.00	
Performing Arts	Box Office		
	Credit card processing - per subscription	\$ 3.00	
	Credit card processing - per ticket	\$ 1.00	
	Tickets - "Pick 10" (season)	\$ 180.00	
	Tickets - Subscribers- Legend Series	\$ 45.00	
	Tickets - Client - design/print only	\$ 50.00	
	Tickets - Client - design/print/pre-sell	\$ 100.00	
	Tickets - Client - pre-sell only	\$ 50.00	
	Tickets - Public - DinnerStages	\$ 40.00	dinner & show
	Tickets - Public - Family Series	\$ 10.00	
	Tickets - Public - Premium Engagement	\$ 25.00	
	Tickets - Public - Showcase Series	\$ 25.00	
	Tickets - Subscriber - DinnerStages	\$ 20.00	to cover food portion of ticket
	Tickets - Subscriber - Family Series	\$ 8.00	
	Tickets - Subscriber - Showcase Series	\$ 18.00	
	Tickets-Theatrestage Series	\$ 10.00	
	Tickets-TheatreKids Conservatory Series	\$ 10.00	
	Classes & Instruction		
	TheatreKids Conservatory tuition	\$ 100.00	
	Summer camp - per participant	\$ 125.00	Total fee (includes deposit)
	Instruction/class non-refundable deposit	\$ 50.00	
	Concessions		
	BPACC events - per item	\$ 2.00	
	Client coffee refills - each	\$ 5.00	
	Client coffee station - per event	\$ 20.00	
	Client concessions - per event	\$ 25.00	
	Client reception fee	\$ 100.00	
	Client merchandise - per event	\$ 30.00	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)

City of Bartlett
Fees Schedule
Fiscal Year 2015-2016

Department	Type	Amount	Frequency/Notes/Description
	Equipment Rental		
	Audio recording - per event	\$ 50.00	
	Banquet table w/cloth & skirt - per event	\$ 20.00	
	Banquet table with cloth only - per event	\$ 15.00	
	Corded microphones > 10 - per event	\$ 18.00	
	Facility piano & bench - per event	\$ 50.00	
	Facility piano tuning - per event	\$ 150.00	
	Follow spot light - per event	\$ 10.00	Operator additional @\$18/hr
	Lecturn only - per event	\$ 5.00	
	Lecturn with microphone - per event	\$ 15.00	
	Removal of seats - per row/event	\$ 50.00	
	Stage lighting & audio/design (color) - per hour	\$ 20.00	
	Stage risers - per event	\$ 75.00	
	Stage screen only - per event	\$ 15.00	
	Video recording and sale - per event	\$ 50.00	
	Video/data projector/screen - per event	\$ 250.00	
	Wireless microphones - per event	\$ 50.00	
	Performance Rental Space		
	Auditorium (per hr, 4-hour minimum)	\$ 75.00	\$85 includes house manager
	Green Room (per hr, 4-hour minimum)	\$ 35.00	
	Studio (per hr, 4-hour minimum)	\$ 45.00	
	Conference Room (per hr, 4-hr minimum)	\$ 45.00	
	Sponsorship		
	Per agreement - minimum	\$ 1,000.00	

Attachment: Exhibit B (1496 : Ord 15-02 Budget)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 1497)

Meeting: 05/26/15 07:00 PM

Department: Finance

Category: Budget

Prepared By: Eric Phan

Initiator: Dick Phebus

Sponsors:

DOC ID: 1497

Ordinance 15-03, 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 2015.

BE IT ORDAINED by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, hereinafter referred to as the 2015 Tax Rate Ordinance to provide as follows:

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

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

SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2015.

FIRST READING: May 12, 2015

SECOND READING: May 26, 2015

THIRD READING: June 09, 2015

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

HISTORY:

05/12/15 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 05/26/15

Mr. Phebus stated that the proposed tax rate for Tax Year 2015 is \$1.62 per \$100 of assessed value. This is the same as the current property tax rate.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next:
	6/9/2015 7:00 PM	
MOVER:	Jack Young, Vice Mayor	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick	

**Board of Mayor and Aldermen**

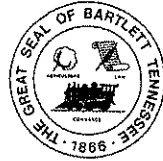
6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 05/26/15 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

**Special event permit for Legend of Stanky Creek Mountain
Bike race.**

RESULT:	APPROVED BY CONSENT VOTE [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Paula Sedgwick, Alderman
AYES:	Pleasant, Elliott, Parsons, Young, Sedgwick



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

Nesbitt Park, 5760 YALAND 38134
Address Zip Code

Aug 15-16, 2015 7A-7P
Dates of the Event Hours of the Event

MOUNTAIN Bike RACE
Type of Event (Fund Raiser, Seasonal, Tent Sale, Sidewalk Sale, Public Attraction)

City of BARTLETT
Property Owner

VICTOR GASON (Stanley Creek Cycling) 6650 E EASEAWAY CV, 38135
Special Event Permit Applicant Address of Applicant

901-604-1604
Phone Number Fax Number

Check all items that apply:

For information call (901) 385-6425.

☐ State of TN Business License, Shelby County Business License, Bartlett Business License (For Type 2 Events)

☒ Letter of Permission

☒ Insurance

☒ Tents (Fire Retardant letter included)

☒ Special Event Checklist

☐ Map

☒ Sign or Banner

X \$60.00 Special Event Fee

X \$4.00 Permit Issuing Fee

64.00 Total

[Signature]
Responsible Person

5/17/15
Date

****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.

Special Event Checklist

Event: LEGEND of STANLEY Creek MTN Bike RACE
 Location: NESBIT PARK
 Dates: AUG 15-16, 2015

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			✓	<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			✓	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			✓	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		✓		<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		✓		The special event shall not impair the normal, safe and effective operation of a permanent use on the same site.	
6		✓		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			✓	<i>Compliance with other regulations.</i> All structures shall meet all applicable provisions of the Building Code.	
8			✓	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			✓	<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			✓	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			✓	<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			✓	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			✓	<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			✓	<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			✓	<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			✓	<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		✓		<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			✓	<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		✓		<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		✓		<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		✓		<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		✓	Limitations on signs.	
23		✓	Temporary arrangements for parking and traffic circulation.	
24		✓	Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.	
25		✓	Modifications or restrictions on the hours of operation, duration of the event, size of the event or other operational characteristics.	
26		✓	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		✓	The provision of traffic control or security personnel to ensure the public safety and convenience.	
28		✓	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		✓		Name and address of the applicant.	
30		✓		Names and address of the owner of the premises on which the proposed event is to be held.	
31		✓		Written approval from the property owner agreeing to the proposed event, if the applicant is not the same as the property owner.	
32		✓		Description of the site on which the proposed event is to be held.	
33		✓		Date of the proposed event.	
34			✓	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			✓	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		✓		Location and number of proposed temporary public toilets.	2 - Park and lot
37		✓		Proposed temporary potable water supplies, which shall be subject to approval by the Director of Code Enforcement, pursuant to applicable authority of the City.	Bottled water
38			✓	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		✓	A complete application is made on the form provided by the City and a fee paid in accordance with City ordinances.	
40		✓	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		✓	An electrical plan, if required for the special event, is approved by the Director of Code Enforcement.	
42	✓		The Permitting Official determines the following: a. The special event will comply with the special event performance standards...;	
43	✓		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		✓	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	✓		d. The special event shall comply with all applicable state and federal health, safety, environmental and other applicable requirements.	



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
02/26/2015

7.1.a

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Texas, Inc. c/o 26 Century Blvd. P.O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME: PHONE (A/C, NO, EXT): 877-945-7378 FAX (A/C, NO): 888-467-2378 E-MAIL: certificates@willis.com ADDRESS:	
	INSURER(S) AFFORDING COVERAGE INSURER A: Lexington Insurance Company NAIC#: 19437-001 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919		

COVERAGES

CERTIFICATE NUMBER: 22810388

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD 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 INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	Y		015375404	12/31/2014	12/31/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Endorsement LX4309 (06/14) AI- DESIGNATED PERSON-ORG: As required by written contract, Certificate holders are named as Additional Insured for USA Cycling sanctioned/permitted events.

Endorsement NAMEINSD (02/94) NAMED INSURED AMENDMENT: Event Organizers and/or Promoters are Named Insureds. It shall be a condition of coverage that all organizers/promoters for whom coverage is afforded under this policy execute a USAC Event Permit Application and coverage will be afforded only for the specific event and date on the permit.

CERTIFICATE HOLDER**CANCELLATION**

City of Bartlett 6400 Stage Road Bartlett, TN 38134	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

Coll:4633731 Tpl:1900222 Cert:22810388 ©1988-2014 ACORD CORPORATION. All rights reserved.

ACORD 25 (2014/01)

The ACORD name and logo are registered marks of ACORD

Packet Pg. 51

Attachment: MOUNTAIN BIKE RACE-AUGUST 15-16, 2015-Nesbit Park (1505 : Mountain Bike Race)

AGENCY CUSTOMER ID: HRH18003

LOC#: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis of Texas, Inc.		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919	
POLICY NUMBER 015375404		EFFECTIVE DATE: 12/31/2014	
CARRIER Lexington Insurance Company	NAIC CODE 19437-001		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Event #2015-1241
 Event Name: Legend of Stanky Creek TT and XC
 Event Location: Bartlett, TN
 Event Dates: 08/15/2015 - 08/16/2015

Certificate Holder is an Additional Insured with respects to Event #2015-1241, Legend of Stanky Creek TT and XC in Bartlett, TN on 08/15/2015 - 08/16/2015 , but only with respect to the liability arising out of the Named Insured's Operations.

Attachment: MOUNTAIN BIKE RACE-August 15-16, 2015-Nesbit Park (1505 : Mountain Bike Race)

ENDORSEMENT

This endorsement, effective 12:01 A 12/31/2014

Forms a part of policy no.: 015375404

Issued to: USA CYCLING, INC.

By: LEXINGTON INSURANCE COMPANY

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

(Based on CG 2025 0413)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

Name of Additional Insured Person(s) or Organization(s)

AS REQUIRED BY WRITTEN CONTRACT

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

- A. Section III - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

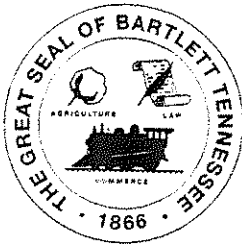
1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

LEXINGTON	Includes Copyrighted Information of the Insurance Services Office, Inc., with no permission. All Rights Reserved.	Page 1 of 2
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City of Bartlett

PARKS & RECREATION

A. Keith McDonald, *Mayor*
David D Thompson, *Parks Director*

May 12, 2015

City of Bartlett
Code Enforcement
6462 Stage Road
Bartlett, TN 38134

The Stanky Creek Cycling Mountain Bike Race 2015 has requested to use Nesbit Park on Saturday, August 15 and Sunday, August 16 from 7:00 a.m. until 7:00 p.m., for their mountain bike event. Permission is hereby given by Bartlett Parks and Recreation Department pending approval by the Mayor and Board of Aldermen.

Sincerely,

Shan Criswell
Assistant Director Parks and Recreation
City of Bartlett

cc: Victor Gasior
Stanky Creek Cycling
gasierv@yahoo.com

Attachment: MOUNTAIN BIKE RACE-AUGUST 15-16, 2015-Nesbit Park (1505 : Mountain Bike Race)

Emergency - 7.1.a

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 05/26/15 07:00 PM

Department: Finance

Category: Bid

Prepared By: Dick Phebus

Department Head: Dick Phebus

Bid for one 2016 Ford Fusion.

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

MOVER: David Parsons, Alderman

SECONDER: Paula Sedgwick, Alderman

AYES: Pleasant, Elliott, Parsons, Young, Sedgwick

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 05/26/15 07:00 PM

Department: Engineering

Category: Purchase

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Bid for one 2015 Ford F-150 with LED lights.

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

MOVER: David Parsons, Alderman

SECONDER: Paula Sedgwick, Alderman

AYES: Pleasant, Elliott, Parsons, Young, Sedgwick

Prepared For:

Prepared By:

7.3.a

Brent Russell
Golden Circle Auto Group
1432 Hwy 45 Bypass
Jackson, Tennessee, 38305
Phone: (731) 664-0873
Fax: (731) 554-0553



Selected Options

2015 Ford F-150

4x2 SuperCab Styleside 6.6' box 145" WB XL (X1C)

Vehicle Snapshot

Engine: 3.5L Ti-VCT V6 (FFV)
Transmission: Electronic 6-Speed Automatic
Rear Axle Ratio: 3.55
GVWR: 6,100 lbs Payload Package

Code	Description	Class	MSRP
X1C	Base Vehicle Price (X1C)	STD	29,480.00
Packages			
101A	Equipment Group 101A Mid (998) Engine: 3.5L Ti-VCT V6 (FFV); (446) Transmission: Electronic 6-Speed Automatic : Includes tow/haul mode.; (X19) 3.55 Axle Ratio; (STDGV) GVWR: 6,100 lbs Payload Package; (STDTR) Tires: P245/70R17 BSW A/S : Includes OWL A/T spare tire.; (64C) Wheels: 17" Silver Steel; (C) Cloth 40/20/40 Front Seat : Includes 2-way manual driver/passenger adjustment and armrest.; (85A) XL Power Equipment Group; (58B) Radio: AM/FM Stereo/Single-CD Player : Includes 6 speakers.; 4.2" Productivity Screen in Instrument Cluster : Includes compass.; (52B) SYNC Voice Recognition Communications : Enhanced voice recognition communication and entertainment system. Includes 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port and auxiliary audio input jack. Compass display in instrument cluster.; (50S) Cruise Control; (55B) BoxLink : Includes 4 premium locking cleats.	OPT	2,255.00
	Discount		-500.00
Powertrain			
998	Engine: 3.5L Ti-VCT V6 (FFV) Torque: 255 ft.lbs. @ 4000 rpm.	INC	Included
446	Transmission: Electronic 6-Speed Automatic Includes tow/haul mode.	INC	Included
X19	3.55 Axle Ratio	INC	Included
STDGV	GVWR: 6,100 lbs Payload Package	INC	Included
Wheels & Tires			
STDTR	Tires: P245/70R17 BSW A/S	INC	Included

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information. Reference CT05211239 11/3/2014

Printed on December 23, 2014 at 08:19

Price Level: 525

QuoteID: <None>

Page 5

Packet Pg. 58

Attachment: SKMBT_28315052008320.pdf (1508 : 2015 Ford F-150 with LED & Corner Flashing Lights)

Selected Options Continued

Prepared By:
Dealership:

Brent Russell
Golden Circle Auto Group

7.3.a

Code	Description	Class	MSRP
	<i>Includes OWL A/T spare tire.</i>		
64C	Wheels: 17" Silver Steel	INC	Included
	Seats & Seat Trim		
A	Vinyl 40/20/40 Front Seat	OPT	N/C
	Other Options		
145WB	145" Wheelbase	STD	N/C
58B	Radio: AM/FM Stereo/Single-CD Player <i>Includes 6 speakers.</i>	INC	Included
PAINT	Monotone Paint Application	STD	N/C
55B	BoxLink <i>Includes 4 premium locking cleats.</i>	INC	Included
	Fleet Options		
85A	XL Power Equipment Group <i>Autolamp Auto On/Off Headlamps : Includes rainlamp windshield wipers.; (942) Daytime Running Lamps : On/Off cluster controllable.; Dual Power Sideview Mirrors w/Black Skull Caps : Includes manual-folding.; Illuminated Entry; MyKey : Owner controls feature.; Perimeter Alarm; Power Door Locks : Includes flip key and integrated key transmitter keyless-entry (includes Autolock).; Power Tailgate Lock; Power Front & Rear Windows</i>	INC	Included
52B	SYNC Voice Recognition Communications <i>Enhanced voice recognition communication and entertainment system. Includes 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port and auxiliary audio input jack. Compass display in instrument cluster.</i>	INC	Included
942	Daytime Running Lamps <i>Non-controllable.</i>	INC	Included
50S	Cruise Control	INC	Included
	Interior Colors For : Primary w/XL (SuperCab)		
AG	Medium Earth Gray	OPT	N/C
	Primary Colors For : Primary w/XL (SuperCab)		
YZ	Oxford White	OPT	N/C
Vehicle Subtotal			\$31,235.00
Destination			\$1,195.00
Vehicle Subtotal (including Destination)			\$32,430.00

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information. Reference CT05211239 11/3/2014

Printed on December 23, 2014 at 08:19

Price Level: 525

QuoteID: <None>

Page 6

Packet Pg. 59

Attachment: SKMBT_28315052008320.pdf (1508 : 2015 Ford F-150 with LED & Corner Flashing Lights)

Prepared For:

Prepared By:

7.3.a

Brent Russell
Golden Circle Auto Group
1432 Hwy 45 Bypass
Jackson, Tennessee, 38305
Phone: (731) 664-0873
Fax: (731) 554-0553



Quotation

2015 Ford F-150

4x2 SuperCab Styleside 6.6' box 145" WB XL (X1C)

MSRP

Base Vehicle Price	29,480.00
Factory Options	1,755.00
Destination	1,195.00
Vehicle Total	32,430.00
Pre-Tax Adjustments	
Fleet Discount	-10,864.72
Total Pre-Tax Adjustments	-10,864.72
Grand Total	21,565.28

4 corner LED lights

595.00
22,160.28

Attachment: SKMBT_28315052008320.pdf (1508 : 2015 Ford F-150 with LED & Corner Flashing Lights)

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.
Reference CT05211239 11/3/2014

Printed on December 23, 2014 at 08:19

Price Level: 525

QuoteID: <None>

Page 7

Packet Pg. 60



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 05/26/15 07:00 PM

Department: Public Works

Category: Bid

Prepared By: Stefanie McGee

Department Head: Bill Yearwood

Bid for two 2015 33,000 GVWR Trucks with dump beds.

On September 4, 2014, an ad was placed in the *The Commercial Appeal*. On September 18, 2014 the City of Bartlett received 3 bids, which were opened at City Hall.

The lowest bid was accepted, but the vendor broke its contract with the City. Therefore, the City would like to purchase the trucks from the second lowest bidder, Tag Truck Center.

Bids were received from the following companies:

Scruggs Equipment	\$81,019.00
Tag Truck Center	\$87,120.00
Crows Truck Service	\$98,610.00

We recommend the bid be awarded to Tag Truck Center for a total price of \$174,240.00.

Funds are available in Accounts 510.51300.935 and 311.48311.785.30715.

Thank you for your consideration.

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

MOVER: David Parsons, Alderman

SECONDER: Paula Sedgwick, Alderman

AYES: Pleasant, Elliott, Parsons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 05/26/15 07:00 PM

Department: Public Works

Category: Bid

Prepared By: Mike Adams

Department Head: Bill Yearwood

Bid for Recycling Dropbox Roll-Off Containers.

Vendor	Qty	Bid Amount Each	Bid Amount Total
Custom Container**	4	\$7,047.00	\$28,188.00
Municipal Equipment (BWE)	4	\$7,990.00	\$31,960.00
Nedland	4	\$7,365.00	\$29,460.00
Roll-Offs USA	4	\$7,788.00	\$31,152.00
Wastequip (This vendor did not meet specs)	4	\$6,425.00	\$25,700.00

We recommend the bid be awarded to the Vendor marked with the **

The lowest priced bidder did not meet specifications.

Funds are available in Account 122.48122.940.

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]

MOVER: David Parsons, Alderman

SECONDER: Paula Sedgwick, Alderman

AYES: Pleasant, Elliott, Parsons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 05/26/15 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Bid for electrical hardware upgrade at Wastewater Plant.

On May 14, 2015 the City received bids to replace the Electrical Hardware at the Wastewater Plant so upgrades could be made to the software that operates the plant. These bids were received and are shown below:

Desoto Electric	\$29,720
Advance Electric	\$28,300 *low bid
McCrary Electric	\$29,088

Please award the bid to Advance Electric for \$28,300 with a 10 percent contingency (\$2,830) to be used if needed for a total bid amount of \$31,130. Funding to come from account # 510.51400.945, Sewer Mains & Systems Improvements.

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

MOVER: David Parsons, Alderman

SECONDER: Paula Sedgwick, Alderman

AYES: Pleasant, Elliott, Parsons, Young, Sedgwick



Gaines, Williams & Associates, Inc.
Engineers
P.O. Box 38688
Memphis, Tennessee 38183-0688
(901)756-9065
www.gaineswilliams.com

May 18, 2015

Mr. Rick McClanahan
City of Bartlett
6382 Stage Road
Bartlett, Tennessee 38134

Re: FY2015-04-045 SCADA Main PLC Hardware Upgrade, Wastewater Treatment Plant

Dear Rick,

Pursuant to your request, we are forwarding an official Bid Tabulation along with the bids received on the above referenced project.

We have reviewed the bids received and have discussed the scope of work with Advance Electric Co., Inc., the apparent low bidder. This contractor assures us that they understand the scope of the work and feels comfortable with his bid. Therefore, we recommend acceptance of the low bid by Advance Electric Co., Inc. for a total of Twenty Eight Thousand Three Hundred Dollars (\$28,300.00).

We trust this meets with your approval and appreciate the opportunity to provide services to the City of Bartlett.

Sincerely,

Gaines, Williams & Associates, Inc.

Robert S. Gaines, P.E.
President

Attachments

Attachment: SKMBT_28315052008370.pdf (1509 : SCADA Main PLC Hardware Upgrade for Wastewater Plant)

Bid Tabulation
Wastewater PLC SCADA - 2015
Thursday, May 14, 2015

<u>Bidder</u>	<u>Total Base Bid</u>
<u>Desoto Electric</u>	<u>29,720.⁰⁰</u>
<u>Advance Electric</u>	<u>28,300.—</u>
<u>McCrory Electric</u>	<u>29,088.—</u>
<u> </u>	<u> </u>



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 05/26/15 07:00 PM

Department: Engineering

Category: Proposal

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Professional services contract with Gaines, Williams & Associates for Wastewater Plant hardware programming.

Advance Electric is installing new electrical hardware at the Wastewater Plant on Shelter Run. Gaines, Williams & Associates has worked with the City's Supervisory control and data acquisition (SCADA) system and is very familiar with the City's programming needs. They prepared the bid package for the electrical work so it would actively mesh with the new Wonderware system purchased at the last Board of Mayor and Aldermen meeting.

Please award the following proposals for professional service to GW Associates for the following activities:

CEI on Hardware Upgrade	\$1,000
Install New Wonderware & Program Computer systems to operate Wastewater Plant	\$7,570
TOTAL	\$8,570

This engineering will complete the required upgrade of the SCADA computer system for the Wastewater Plant. Funding to come from Account 510.51400.945

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER: David Parsons, Alderman
SECONDER: Paula Sedgwick, Alderman
AYES: Pleasant, Elliott, Parsons, Young, Sedgwick



Gaines, Williams & Associates, Inc.
Engineers
P.O. Box 38688
Germantown, Tennessee 38183-0688
(901)756-9065
www.gaineswilliams.com

May 18, 2015

Mr. Rick McClanahan
City of Bartlett
6382 Stage Road
Bartlett, TN 38134

Re: FY2015-04-045 SCADA Main PLC Programming

Dear Rick,

We appreciate the opportunity to provide this proposal to you for services on the above referenced project. We propose to provide the following professional services:

- Convert existing PLC program to new format for CompactLogix
- Modify Wonderware addressing to read/write to new PLC addresses
- Onsite with Contractor during conversion for testing and startup

We propose to furnish the above listed professional services for a lump sum fee of Seven Thousand Five Hundred Seventy Dollars (\$7,570.00).

We appreciate the opportunity to provide you with this proposal and look forward to working with you.

Sincerely,
GAINES, WILLIAMS & ASSOCIATES, INC.

Robert Gaines

Robert S. Gaines, P.E.
President

Digitally signed by Robert Gaines
DN: cn=Robert Gaines, o, ou,
email=robert@gaineswilliamsc.om, c=US
Date: 2015.05.18 19:39:08 -05'00'

Attachment: SKMBT_28315052008470.pdf (1510 : SCADA PLC Hardware Upgrade CEI and Programming)



Gaines, Williams & Associates, Inc.
Engineers
P.O. Box 38688
Germantown, Tennessee 38183-0688
(901)756-9065
www.gaineswilliams.com

May 18, 2015

Mr. Rick McClanahan
City of Bartlett
6382 Stage Road
Bartlett, TN 38134

Re: SCADA Main PLC Hardware Upgrade CEI Services

Dear Rick,

We appreciate the opportunity to provide this proposal to you for services on the above referenced project. We propose to provide the following professional services:

- Attendance at pre-construction conference
- One progress meeting with Contractor
- Final acceptance project review
- Record documents

We propose to furnish the above listed professional services for a lump sum fee of One Thousand Dollars (\$1,000.00).

We appreciate the opportunity to provide you with this proposal and look forward to working with you.

Sincerely,
GAINES, WILLIAMS & ASSOCIATES, INC.

Robert Gaines

Robert S. Gaines, P.E.
President

Digitally signed by Robert Gaines
DN: cn=Robert Gaines, o, ou,
email=robert@gaineswilliamsc.com, c=US
Date: 2015.05.18 19:42:41 -05'00'

Attachment: SKMBT_28315052008470.pdf (1510 : SCADA PLC Hardware Upgrade CEI and Programming)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 05/26/15 07:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for April 2015.

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

MOVER: David Parsons, Alderman

SECONDER: Paula Sedgwick, Alderman

AYES: Pleasant, Elliott, Parsons, Young, Sedgwick

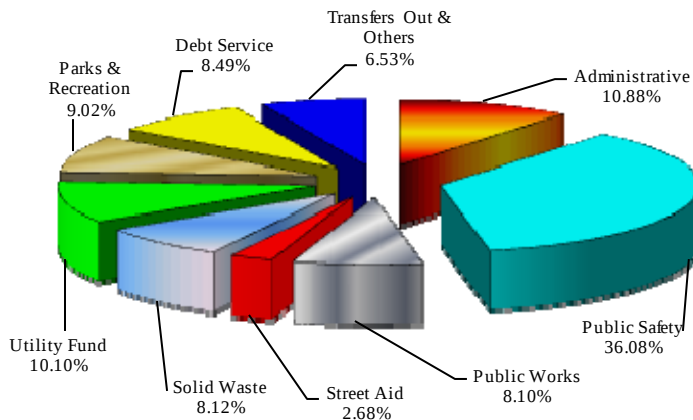


City of Bartlett

FINANCIAL REPORT

April 30, 2015

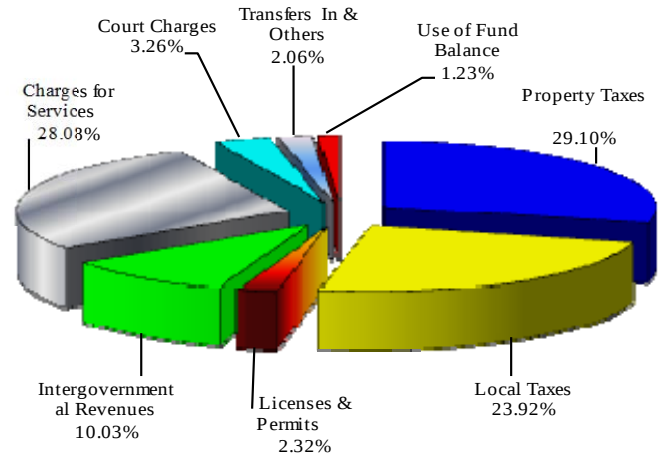
Total Expenditures, FY 2015 Budget: \$67,246,180



BUDGET HIGHLIGHTS

- Local Sales Tax & Property Taxes collections are within budget.
- Property taxes are delinquent March 1, delinquent notices have been mailed.
- Fiscal Year 2016 budget were presented to the Board of Mayor and Aldermen on May 12.

Total Revenues, FY 2015 Budget: \$67,246,180



FY 2015 YEAR-TO-DATE For The Period Ending April 30, 2015

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 6,916,138	\$ 5,173,442
Public Safety	23,631,223	19,254,155
Public Works	5,316,808	4,233,043
Parks and Recreation	5,416,283	4,074,853
Performing Arts	601,966	475,251
Transfers & Other Gen. Fund Items	3,628,392	2,583,831
Subtotal	\$ 45,510,810	\$ 35,794,575
General Fund Revenues		
Property Taxes	\$ 19,525,000	\$ 19,602,011
Local Taxes	12,981,750	8,137,611
Building and Development Fees	1,554,100	1,274,354
Intergovernmental	5,217,750	3,447,766
Charges for Services	3,882,184	2,773,777
Court Charges	1,950,000	1,265,785
Other Revenue	400,026	303,029
Subtotal	\$ 45,510,810	\$ 36,804,333
Special Rev. Funds -Expenditures	\$ 9,108,110	\$ 6,934,130
Special Rev. Funds -Revenues	\$ 9,108,110	\$ 6,896,745
Utility Expenses	\$ 8,550,300	\$ 6,189,590
Utility Revenues	\$ 8,550,300	\$ 7,109,861
Debt Service Expenditures	\$ 4,076,960	\$ 3,892,348
Debt Service Revenues	\$ 4,076,960	\$ 2,849,817
Total Expenditures	\$ 67,246,180	\$ 52,810,643
Total Revenues	\$ 67,246,180	\$ 53,660,756

Note: FY 2015 Adopted Budget includes use of fund balance in Special Revenue Funds and the Debt Service Fund.

Attachment: April15FinRpt (1506 : Treasurer's Report for April 2015)



City of Bartlett -- Financial Summary For The Period Ending April 30, 2015



	FY 2014 Actual	FY 2015 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2014	Year-to-Date Actual FY 2015	Increase/ Decrease in \$	Percent of FY 2014 Actual	Percent of FY 2015 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 6,565,404	\$ 6,916,138	\$ 350,734	\$ 4,990,548	\$ 5,173,442	\$ 182,894	76.01%	74.80%	-1.21%
Public Safety	23,175,343	23,631,223	455,880	19,090,664	19,254,155	163,491	82.37%	81.48%	-0.90%
Public Works	5,055,777	5,316,808	261,031	4,087,486	4,233,043	145,557	80.85%	79.62%	-1.23%
Parks and Recreation	4,986,291	5,422,843	436,552	4,024,481	4,074,853	50,373	80.71%	75.14%	-5.57%
Performing Arts	622,299	595,406	(26,893)	494,031	475,251	(18,780)	79.39%	79.82%	0.43%
Transfers & Other Gen. Fund Items	1,966,783	3,628,392	1,661,609	1,995,088	2,583,831	588,743	101.44%	71.21%	-30.23%
Total General Fund Expenditures	\$ 42,371,897	\$ 45,510,810	\$ 3,138,913	\$ 34,682,298	\$ 35,794,575	\$ 1,112,277	81.85%	78.65%	-3.20%
General Fund Revenues									
Property Taxes	\$ 19,464,995	\$ 19,525,000	\$ 60,005	\$ 19,044,371	\$ 19,602,011	\$ 557,640	97.84%	100.39%	2.56%
Local Taxes	12,419,035	12,981,750	562,715	7,869,566	8,137,611	268,045	63.37%	62.69%	-0.68%
Building and Development Fees	1,575,298	1,554,100	(21,198)	1,176,398	1,274,354	97,955	74.68%	82.00%	7.32%
Intergovernmental	4,929,659	5,217,750	288,091	3,073,723	3,447,766	374,043	62.35%	66.08%	3.73%
Charges for Services	3,628,857	3,882,184	253,327	2,922,931	2,773,777	(149,154)	80.55%	71.45%	-9.10%
Court Charges	1,726,486	1,950,000	223,514	1,361,277	1,265,785	(95,492)	78.85%	64.91%	-13.93%
Other Revenue	364,176	400,026	35,850	278,819	303,029	24,210	76.56%	75.75%	-0.81%
Total General Fund Revenues	\$ 44,108,506	\$ 45,510,810	\$ 1,402,304	\$ 35,727,085	\$ 36,804,333	\$ 1,077,248	81.00%	80.87%	-0.13%
Special Revenue Funds									
Street Aid Fund	\$ 1,841,831	\$ 1,795,000	\$ (46,831)	\$ 1,241,762	\$ 1,159,049	\$ (82,713)	67.42%	64.57%	-2.85%
Solid Waste Fund	5,423,103	5,948,729	525,626	4,389,813	4,641,574	251,762	80.95%	78.03%	-2.92%
General Improvement Fund	609,039	640,000	30,961	528,304	498,066	(30,238)	86.74%	77.82%	-8.92%
Drug Enforcement Fund	215,214	418,300	203,086	190,709	202,241	11,532	88.61%	48.35%	-40.27%
DEA Enforcement Fund	24,194	151,900	127,706	22,463	146,556	124,093	92.85%	96.48%	3.64%
Drainage Control Fund	100,468	119,181	18,713	83,725	88,097	4,372	83.33%	73.92%	-9.42%
Park Improvement Fund	4,434	35,000	30,566	3,743	6,656	2,912	0.00%	0.00%	0.00%
Grant Funds	803,720	0	(803,720)	712,052	191,891	(520,161)	88.59%	0.00%	-88.59%
Special Revenue Funds - Expenditures	\$ 9,022,003	\$ 9,108,110	\$ 86,107	\$ 7,172,571	\$ 6,934,130	\$ (238,441)	79.50%	76.13%	-3.37%
Special Revenue Funds - Revenues	\$ 9,880,024	\$ 9,108,110	\$ (771,914)	\$ 7,873,914	\$ 6,896,745	\$ (977,169)	79.70%	75.72%	-3.97%
Utility Fund									
Total Utility Operations	\$ 5,509,960	\$ 6,773,156	\$ 1,263,196	\$ 4,212,426	\$ 4,670,969	\$ 458,543	76.45%	68.96%	-7.49%
Total Utility Debt Expenses	1,585,829	1,616,206	30,377	1,477,969	1,518,621	40,652	93.20%	93.96%	0.76%
Contribution to Fund Balance	0	160,938	160,938	0	0	0	0.00%	0.00%	0.00%
Total Utility Expenses	\$ 7,095,789	\$ 8,550,300	\$ 1,454,511	\$ 5,690,395	\$ 6,189,590	\$ 499,195	80.19%	72.39%	-7.80%
Total Utility Revenues	\$ 8,475,689	\$ 8,550,300	\$ 74,611	\$ 6,911,867	\$ 7,109,861	\$ 197,994	81.55%	83.15%	1.60%
Debt Service Fund									
Total Debt Service Expenditures	\$ 4,186,547	\$ 4,076,960	\$ (109,587)	\$ 4,065,953	\$ 3,892,348	\$ (173,606)	97.12%	95.47%	-1.65%
Total Debt Service Revenues	\$ 3,953,958	\$ 4,076,960	\$ 123,002	\$ 2,936,964	\$ 2,849,817	\$ (87,147)	74.28%	69.90%	-4.38%
Total Expenditures	\$ 62,676,236	\$ 67,246,180	\$ 4,569,944	\$ 51,611,217	\$ 52,810,643	\$ 1,199,426	82.35%	78.53%	-3.81%
Total Revenues	\$ 66,418,177	\$ 67,246,180	\$ 828,003	\$ 53,449,830	\$ 53,660,756	\$ 210,926	80.47%	79.80%	-0.68%



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION 03-15

Meeting: 05/26/15 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 1503

Resolution 11-15, a resolution to amend the Fiscal Year 2015 Capital Improvement Fund Budget to provide for additional funding for Rockyford Subdivision, Phase E-2.

WHEREAS, from time to time certain developers default on planned improvements to subdivisions within the city limits of Bartlett; and

WHEREAS, the developer for the Rockyford Subdivision, Phase E-2 has defaulted on scheduled improvements and the City of Bartlett Engineering Department has pulled the bond; and

WHEREAS, the Capital Improvement Fund budget must be amended to provide funds for the city's estimated cost for completion of this project;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen that the FY2014-2015 Capital Improvement Fund Budget is amended to appropriate an additional \$30,000 for the completion of Phase E-2 of the Rockyford subdivision. The required amendment is presented as follows:

Increase revenues	311.48311.32790.4479	\$30,000
Increase expenditures	311.48311.780.4479	\$30,000

Adopted this day of May 26, 2015

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk

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