



City Council  
Kevin Mumpower, Mayor  
Kevin Wingard, Vice Mayor  
Anthony Farnum, Council Member  
Bill Hartley, Council Member  
Neal Osborne, Council Member



BRISTOL, VIRGINIA CITY COUNCIL  
300 Lee Street, Bristol, Virginia 24201  
May 28, 2019

**6:00pm**

Call to Order  
Moment of Silence  
Pledge of Allegiance

- A. Mayor's Minute and Council Comments
- B. City Manager's Comments
- C. Matters to be Presented by Members of the Public- Non-Agenda Items.

**REGULAR AGENDA**

*(Planning Commission Call to Order)*

1. Consider a Joint Public Hearing on a proposed Zoning Amendment to add new Section 50-177 (Campground and RV Park Standards); revise existing Section 50-109 (b); and add Definitions to Section 50-28.
  - a. Open Hearing/*Planning Commission Open Hearing*
  - b. Staff Comment
  - c. Public Comment
  - d. Close Hearing/*Planning Commission Close Hearing*

*(Planning Commission to Adjourn)*

2. Consider First Reading of an Ordinance to Repeal Sections 66-46, 66-48, and 66-50 of the City Code of Ordinances.
  - a. Staff Report
  - b. Public Comments
  - c. Council Motion and Second for First Reading of Ordinance
  - d. Council Discussion
  - e. Roll Call
  - f. Reading of Ordinance
3. Consider Second Reading and Adoption of the FY 2019-2020 Budget Ordinance.

- a. Staff Report
  - b. Public Comments
  - c. Council Motion and Second for Second Reading of Ordinance (by caption only)
  - d. Council Discussion
  - e. Roll Call
  - f. Reading of Ordinance (by caption only)
  - g. Council Motion and Second for Adoption of Ordinance
  - h. Council Discussion
  - i. Roll Call
4. Consider Approval of CDBG Annual Action Plan.
    - a. Staff Report
    - b. Public Comments
    - c. Council Motion and Second
    - d. Council Discussion
    - e. Roll Call
  5. Consider Approval of Fire Department Grant and Ambulance Purchase.
    - a. Staff Report
    - b. Public Comments
    - c. Council Motion and Second
    - d. Council Discussion
    - e. Roll Call
  6. Consider Release of Performance Agreement with Oakmont, LLC.
    - a. Staff Report
    - b. Public Comments
    - c. Council Motion and Second
    - d. Council Discussion
    - e. Roll Call
  7. Discussion of Personnel Policies.
  8. Discussion of Ingenco Contract Amendments and Assignment Agreement with TVA.

## CONSENT AGENDA

- 9.1 Consider Approval of Minutes  
April 30, 2019 Called Meeting
- 9.2 Consider street closure request for the Red, White and Bristol Block Party.
- 9.3 Consider street closure request for July 4 events and parade.
- 9.4 Consider street closure requests for Border Bash events.

9.5 Consider street closure request for the 2019 Antique Automobile Club of America car show.

9.6 Consider a supplemental appropriation of **\$100,099** to the FY19 Budget per the Items Listed Below.

**City Treasurer**

Appropriate the proceeds of a refund received for postage.

|             |                  |                           |      |
|-------------|------------------|---------------------------|------|
| Expenditure | 4-001-12070-5210 | Postage                   | \$74 |
| Revenue     | 3-001-19010-0033 | Recovered Costs-Treasurer | \$74 |

**Fire Department**

Appropriate a donation received to operating supplies.

|             |                  |                                |      |
|-------------|------------------|--------------------------------|------|
| Expenditure | 4-001-32010-6014 | Operating supplies & materials | \$25 |
| Revenue     | 3-001-18040-0002 | Donations & Gifts-Fire Dept.   | \$25 |

**School Transfer**

Appropriate interest funds received to the School Local Capital Projects Fund.

|             |                  |                               |           |
|-------------|------------------|-------------------------------|-----------|
| Expenditure | 4-001-61010-9205 | School Transfers-Capital Fund | \$100,000 |
| Revenue     | 3-001-15010-0001 | Interest on Bank Deposits     | \$100,000 |

**Capital Projects – Fleet Maintenance**

Approve the transfer of budgeted funds from Public Works to Fleet Maintenance in the Capital Projects fund. These funds were originally appropriated to Public Works for the purchase of the new city fuel tank. This expenditure is more accurately charged to Fleet Maintenance for the purchase of the fuel tank.

|          |                  |                    |           |
|----------|------------------|--------------------|-----------|
| Increase | 4-009-41050-8112 | Other Improvements | \$200,000 |
| Decrease | 4-009-41010-8101 | Other Equipment    | \$200,000 |

9.7 Consider purchase requisitions totaling \$92,396.20.

|   |             |
|---|-------------|
| Sheriff's Office; Inmate Housing April 2019 | \$61,000    |
| Public Works; Cabela Drive Extension        | \$31,396.20 |

D. Adjournment

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY**

Item #1

Meeting Date: May 28, 2019

Department: Planning/Community Development

Bulk Item: Yes  No

Staff Contact: Sally Morgan, City Planner

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**AGENDA ITEM WORDING**

Joint Public Hearing on proposed Zoning Amendment to add new Section 50-177 (Campground and RV Park Standards); revise existing Section 50-109 (b); and add Definitions to Section 50-28.

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**ITEM BACKGROUND:**

The city zoning ordinance has no mention of campgrounds and RV parks. There has been an interest expressed by a landowner that prompted the drafting by city staff of a proposed amendment to City Code Section 50-177 (Supplemental Regulations) for Campground and RV Park Standards. There is also a proposed revision to Section 50-109 (b) to add “Campgrounds and RV Parks” to list of permitted uses in the B-3 and A Districts as well as some additions to Section 50-28 Definitions.

The Planning Commission has reviewed, discussed, and revised the draft and voted to forward it to the City Council for a joint public hearing. The hearing has been property advertised in the May 13 and May 20 issues of the Bristol Herald-Courier.

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**PREVIOUS RELEVANT ACTION:**

March 18, 2019 – Planning Commission voted to table the draft for further input

April 15, 2019 – Planning Commission asked that a meeting be held on April 30 to continue discussion.

April 30, 2019 – Planning Commission voted to forward the latest draft amendment to the City Council for a joint public hearing.

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**STAFF RECOMMENDATION:**

Not applicable. Public hearing only.

(Staff recommends that Planning Commission make their recommendation at a proposed special meeting on June 3 and the City Council take action at its June 12 meeting).

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY**

Meeting Date: May 28, 2019

Department: Planning/Community Development

Bulk Item: Yes    No   X  

Staff Contact: Sally Morgan, City Planner

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(Staff recommends that Planning Commission make their recommendation at a proposed special meeting on June 3 and the City Council take action at its June 11 meeting).

**BABY BLUES**



**WIZARD OF ID**



**REAL ESTATE FOR RENT**

Apartments Unfurnished

**1BR Apts for persons 62 yrs of age or older & the disabled.** Short waiting list. HUD subsidized no voucher needed. Utilities included, 24-hr management & laundry on-site. Convenient location. Hrs 10-12 & 1-5 M-F  
**Leisure Park Towers**  
 276-466-5443- EHO

All utilities paid. 1BR, VA. No Pets. Call: 276-791-7790 or 276-591-6101

**Bristol, TN - 1 & 2 BR unfurnished apts.** Water and garbage furnished, no pets. 423-968-2148 or 423-534-6259

**BRVA - Nice 1BR, water/trash incl., No pets, No smoking \$400 - \$475 + \$400 dep.** 276-791-3026

**RIDGEFIELD COURT APTS NOW ACCEPTING APPLICATIONS FOR 1 & 2 BEDROOM APTS CALL 276-628-2275, TDD number 711**



Apartments Furnished

**1 Bdrm Remodeled Apt Upstairs \$390 mo.** Soon Avail. 1 Bdrm Downstairs No Pets. Peaceful & Quiet wtr & trash incl. Ref + dep 423-573-3269; 423-340-6147

Condo, Townhome, Residential Rent

**Abingdon, VA - Russell Rd. 2BR, 1.5BA. \$575 + deposit.** No pets. Call (276) 623-1485

Houses, Unfurnished

**ABINGDON, VA- 2 Bdrm, 1 Ba, garage, nice yard, pvt neighborhood, town limits. \$650 mo+ refs reqd. Call 276-628-9107**

**TRANSPORTATION**

Motorcycles



**2008 Harley Davidson Fat Boy - 1190 original miles, like new, Garage kept. \$11,000 FIRM Call 423-646-4125 or 423-989-3160**

Automotive-Wanted

**\$\$\$ CASH \$\$\$** Wanted to buy cars & trucks for parts. Running, wrecked or junk! 423-335-0941

**Hit Your Target Audience**

When you're ready to sell your home, advertise in the local publication that reaches more than **50,000** potential buyers throughout the greater **Tri Cities area.**

**List Your Home Today!**

**Call 276.645.2525**

or visit us online to place your real estate listing.



Real Estate Section In Print & Online



**1128 Texas Ave., Bristol VA**

**3 Bdrm, 1 Bath- new siding, new windows, refinished all wood floors, new bathroom all tile, new kitchen cabinets & tile, newer HP, big backyard, fenced front yard. New lighting, new paint inside. \$61,500. obo Call 423-361-1638**

Legal Notices

Legal Notices

**NOTICE OF JOINT PUBLIC HEARING BY THE BRISTOL VIRGINIA CITY COUNCIL AND THE BRISTOL VIRGINIA PLANNING COMMISSION**



A Joint Public Hearing of the Bristol Virginia City Council and the Bristol Virginia Planning Commission will be held as a part of the regular City Council meeting on Tuesday, May 28, 2019 at 6:00 p.m. in the Bristol, Virginia City Council Chambers, located at 300 Lee Street. The hearing will consider the following matter:

**PROPOSED ORDINANCE AMENDING ARTICLE II ZONING OF THE CITY CODE OF BRISTOL, VIRGINIA; CREATING A NEW SECTION 50-177: OVERNIGHT RECREATIONAL DEVELOPMENT STANDARDS UNDER DIVISION 10 - SUPPLEMENTAL REGULATIONS; ADDING CERTAIN DEFINITIONS UNDER SECTION 50-28; AND AMENDING SECTIONS 50-109 (b) AND 50-123 (b) TO ADD "OVERNIGHT RECREATIONAL DEVELOPMENT" AS A PERMITTED USE IN THE INTERMEDIATE BUSINESS (B-3) AND AGRICULTURAL (A) ZONING DISTRICTS**

Additional information may be obtained by contacting the Office of Community Development and Planning at 300 Lee Street, Bristol, Virginia, 276-645-7470.

Trustee Sales

Trustee Sales

**TRUSTEE'S SALE OF 2506 Mendota Road Mendota, VA 24270**

In execution of a Deed of Trust in the original principal amount of \$87,844.00, dated August 17, 2016, recorded among the land records of the Circuit Court for Washington County on August 17, 2016, as Instrument Number 160003642, at Page 18, the undersigned appointed Substitute Trustee will offer for sale at public auction, at the main entrance of the courthouse for the Circuit Court of Washington County, 189 E Main St, Abingdon, VA on June 5, 2019 at 12:00 PM, the property described in said deed of trust, located at the above address and briefly described as: **PARCEL NO. 1: Bounded on the North by the Main Street**

On like AC ba ho th rlc co OT

**BABY BLUES**



**WIZARD OF**



**Lost**

**BRTN - 6 Mo Old, Friendly, Grey Striped, Tabby Cat Missing, Spayed Recently. Call: 423-968-7956**

**MERCHANDISE**

**Antiques**

**THE ANTIQUE BARN**  
 The Antique Barn  
 1080 West Main Street  
 Abingdon, VA  
 Mon - Sat, 10am to 6:30pm  
 Sun, 1pm to 6pm  
 276-525-1122

**Lawn, Garden Equipment**

**Woods 0-Turn Mower, VGC. 17HP Briggs V Twin Engine, 48" cut, deck out front, \$2800. Call 423-968-4259 between 10a-5p lv msg**

**Furniture, Household**

For Sale: Beige Electric Rocker Swivel Recliner. Like new. Large. Backup power. \$300. 276-477-7789.

**QUALITY FURNITURE AT REASONABLE PRICES FROM DOWN SIZING CALL FOR INFO 423-646-4517**

**FARM MART**

**Farm Supplies**

John Deere 6115D Tractor Cab, Loader, 780 Hrs., Used Very Little, Very Good Condition, \$55,000 Call: 276-475-5282

**REAL ESTATE COMMERCIAL FOR RENT**

**Business Property Lease**

**Business Property for Lease, 3229 West State St, Between 11W and 81.**

**Apartments Unfurnished**

**CONDOS FOR RENT ABINGDON VA**  
 Just off Exit 14, I-81. 2BR, 1-1/2BA, hrdwd floors in kitchen & den. Pets allowed, water/sewer/garb. incl, \$650/mo + sec dep. Call George McConnell 540-353-1108

**THOMAS JEFFERSON SENIOR APTS**  
 Affordable living tax credit property.  
**1BR - \$443/mo plus \$200 Dep. Bristol VA - 276-642-0500**

**Stay Informed. Subscribe Today!**

**Legal Notices**

**REAL ESTATE FOR RENT**

**Apartments Furnished**

**1 Bdrm Remodeled Apt Upstairs \$390 mo. Soon Avail. 1 Bdrm Downstairs No Pets. Peaceful & Quiet wtr & trash incl. Ref + dep 423-573-3269; 423-340-6147**

**Condo, Townhome, Residential Rent**

**Abingdon, VA - Russell Rd. 2BR, 1.5BA. \$575 + deposit. No pets. Call (276) 623-1485**

Sell your stuff and make some fast cash!

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**Proposals, Requests For**

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**BIDS WANTED**  
 Sealed bids will be received by the Purchasing Department of the City of Bristol, Tennessee; 801 Anderson Street; Room 204; Bristol, TN 37620 until June 4, 2019 at 2:00 p.m., for the purchase of the following:  
**Stone and Sand (Picked Up and Delivered)**

**REAL ESTATE FOR RENT**

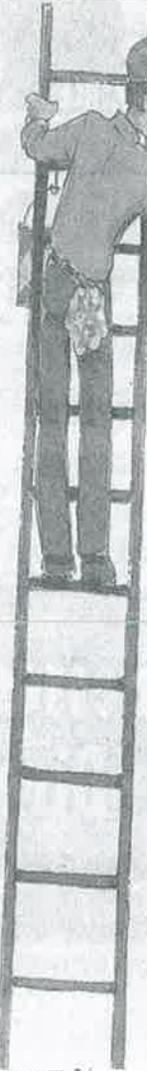
**Houses, Unfurnished**

**2 BR / 1 Ba on Hag Stove / Refrigerator \$500 / Month pl 276-466-8250 Lt**

**TRANSPORTATION**

**Antique, Classic**

**Buick 1964 Red Sky Convertible: 283 V8 10yr since restoration Runs, drives, looks \$15,250 276-494-5**



## Proposed New City Code Section 50-177 under Supplementary Regulations

### Overnight Recreational Development Standards

- (a) Purpose: The purpose of these standards is to provide regulations for the development of attractive, well-maintained commercial campgrounds, recreational vehicle parks, and recreational cabins. This section is intended for unified developments occupying a single or adjacent tracts of land under one ownership, and not a subdivision with individual landowners.
- (b) Procedure for application: Each application for an overnight recreational development shall follow the following procedure:
1. Initial Application Meeting. Prior to submittal of a site plan for an overnight recreational development and before any site improvements are made, the applicant shall meet with appropriate city staff to review conceptual site plans, and other information relating to the proposed application.
  2. Formal Application. Following the initial meeting, a formal application shall be filed with a preliminary Site Plan drawn on a scale of not less than one inch equals fifty (50) feet with the following information. If the proposed location requires a special exception permit, this step shall be required as part of the special exception application.
    - a. Project location, present zoning, adjacent zoning, adjacent land use, acreage and general topographic contours;
    - b. Proposed private street layout and dimensions, including a typical cross section of proposed streets and proposed minimum and maximum grades;
    - c. Location of all individual campsites, structures, parking spaces and pads, and common recreational space facilities;
    - d. Existing utilities and proposed connections to existing or proposed new water, sewer, electric, and storm water drainage facilities.
    - e. Landscaping and buffering plan for the development;
    - f. Flood plain information, including identified floodway and flood elevation data;
    - g. Existing easements, covenants, right-of-ways, or other restrictions located on the property;
    - h. Other additional information as may be reasonably required by city staff on the preliminary site plan, including but not limited to, utilities, drainage, lighting, and other features.
  3. Final Site Plan and Final Construction Drawings. Following approval of the preliminary site plan or the application for Special Exception, if applicable, the applicant shall prepare a final site plan and construction drawings consistent with the provisions of Article VII, Division 3.

- (c) Phased Development. In the case of a phased development, final approval may be granted in phases. All improvements for each phase shall be completed prior to the issuance of a letter of completion, and no campsites or overnight cabins shall be occupied in the applicable phase until a certificate of occupancy or letter of completion has been issued. Improvements may be required within the development but outside the proposed phase, when it is determined by the City Engineer, Building Official, or the Virginia Department of Health to be necessary for public health or safety.
- (d) In accordance with Section 50-601 (d), the final site plan is null and void if construction or development has not commenced within six months of site plan approval. A time extension may be granted in compliance with 50-601 (d) (3). In the case of a required Special Exception, any substantial design changes in the final site plan from the preliminary site plan as presented to the Planning Commission shall require approval of the Planning Commission and City Council through the special exception process, provided in Section 50-39.
- (e) Applicable State or City Requirements. An overnight recreational development shall comply with the following requirements:
  - 1. Any campground shall be properly approved by the Virginia Department of Health and comply with applicable standards in Code of Virginia Title 35.1 and related Virginia administrative code;
  - 2. Any cabin structures must meet requirements of the Virginia Residential Code;
  - 3. Any development under this Section shall comply with city and/or state standards for land disturbance, storm water management, and any other applicable city or state requirements.
- (f) Development Standards
  - 1. All campsites and cabins shall be designed to provide a setback of at least thirty-five (35) feet from a public right-of-way and twenty-five (25) feet from any adjoining property boundary, and each site shall be a width of at least twenty-five (25) feet.
  - 2. Any accessory uses or structures shall meet the setbacks in (f) 1. Any accessory structure shall be at least fifteen (15) feet from the edge of any internal street.
  - 3. Each campsite shall have pads and/or parking spaces improved with asphalt, concrete, crushed stone, impermeable or permeable pavers, or other material if approved by the City Engineer.
- (g) Road Access and Internal Streets. An overnight recreational development shall meet the following street access and construction requirements:
  - 1. The development shall have a minimum of fifty (50) feet of street frontage on a public, city-maintained street which provides sufficient access to an arterial roadway.

2. Each campsite and overnight cabin must have direct access to an internal street in the development. All internal streets shall be private and shall, at a minimum, be constructed to standards contained in this section.
  3. Access shall be constructed to ensure all vehicles utilize transportation circulation within the development and are only permitted ingress and egress from the development from approved, limited access driveway entrances, as shown on the approved site plan.
  4. Private streets shall be indicated on the approved site plan. All private streets shall:
    - a. Be a minimum sixteen (16) feet in width if two-way streets are utilized or a minimum ten (10) feet in width if one-way streets are utilized, with adequate turning radius at all intersections.
    - b. Be paved for a minimum of forty (40) feet from the intersection with the public, city-maintained street or the full length of the street if it is less than forty (40) feet in length from the public street.
    - c. Unless otherwise approved, all dead end streets/drives shall be designed with a cul-de-sac having a minimum pavement radius of 30 feet.
- (h) Utilities. Overnight recreational developments shall meet the following utility infrastructure requirements:
1. The development shall be provided with public water service with adequate fire flow.
  2. Fire hydrants shall be located at each entrance of the development.
  3. The development shall provide for solid waste disposal utilizing an adequate number of waste dumpsters that are shielded from view with proper screening.
- (i) Fires. Any fire pits for recreational use and cooking shall be no more than a 3 foot by 3 foot in size. Any local, state, and federal restrictions on burning bans shall apply within the development.
- (j) Accessory Uses. The overnight recreational development may include other structures and uses that are a component of the overall development and for use only by those guests staying at the development. These uses shall be only incidental to the primary use of the property for overnight accommodations. These types of uses would include the following:
1. Small grocery store and concessions
  2. Bathhouse and restroom facilities
  3. Laundry facilities
  4. Common living or clubhouse space
  5. Recreational facilities such as playgrounds, swimming pools, tennis courts, ballfields, picnic areas, and game rooms.

- (k) Landscaping and Buffering. The overnight recreational development shall meet the following requirements to provide sufficient open space and protect adjoining properties:
1. A minimum of twenty-five (25) percent of the overall Overnight Recreational Development must be green space including the required landscaping and buffering areas.
  2. The green space should be dispersed to provide a break in the impervious surfacing of the development and be landscaped to improve the esthetic quality of the development.
  3. A peripheral boundary shall be provided. The area within the peripheral boundary shall remain as open space without any type of development, except for the direct ingress and egress to and from the property, signage, and fencing.
  4. The peripheral boundary shall be along the full length of all outer property line boundaries of the proposed development site. Its width shall be a minimum of twenty-five (25) feet along the length of property lines that abut residentially used or zoned property and shall be a minimum width of ten (10) feet along the length of property lines which abut non-residentially used or zoned property and along public roadways.
- (l) Permanent and Long-Term Occupancy Prohibited No campsite or overnight cabin shall be used as a permanent or long-term living place.
1. Continuous occupancy beyond sixty (60) days in any 12-month period shall be presumed to be permanent occupancy and is prohibited.
  2. Any action toward removal of wheels of an RV, except for temporary short-term repair, is prohibited.
  3. No permanent external appurtenances such as carports, additions, or patio may be attached to any camping unit or RV.
  4. Any operator of a campground, RV park, or overnight cabin development shall maintain records of occupancy sufficient to demonstrate compliance with the prohibition against permanent occupancy. Such records shall include the initial date of arrival and final departure for the party of each responsible camper, RV, or cabin renter.
- Also Need to Revise **Section 50-109 (b) adding (44)** Overnight Recreational Development as a permitted use in B-3 zone and to **Section 50-123 adding (b) 11** Overnight Recreational Development as a permitted use in the A (Agricultural) zone
  - Add Definitions to current section 50-28:

**Overnight Recreational Development:** An area that is occupied or intended for temporary occupancy in recreational vehicles, tents, yurts, or recreational cabins, and is governed by an overall site development plan. The terms “campground,” “RV

park,” and “overnight cabin development” are all considered overnight recreational developments.

**Recreational Vehicle** (or RV): A mobile unit primarily designed as temporary living quarters for recreational or camping use, whether independently mobile or pulled by another vehicle.

**Campsite**: A designated plot of ground within a campground or recreational vehicle park intended for the occupancy of camping tents or recreational vehicles.

**Cabin**: A small dwelling built and designed for temporary, recreational use as a part of an overnight recreational development.

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item #2**

Meeting Date: May 28, 2019  
Department: Personnel/Human Resources  
Staff Contact: Randall Eads

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**AGENDA ITEM WORDING:**

Consider first reading on an ordinance to repeal sections 66-46, 66-48, and 66-50 of the City Code of Ordinances, relating to personnel.

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**ITEM BACKGROUND:**

Sections 66-46, 66-48, and 66-50 have previously been codified in Chapter 66-Personnel, Article II-Standards for Employees, Division 2-Leave.

Management has identified changes that need to be made to the above code sections for compliance with state and federal labor laws. Management requests that these sections be repealed, which will be replaced by Council approved personnel policies as part of the employee handbook.

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**PREVIOUS RELEVANT ACTION:**

Public hearing advertised on 5/6 and 5/13. Public hearing held on 5/14.

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**STAFF RECOMMENDATIONS:**

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**DOCUMENTATION:**      Included   x                Not Required           

**MOTION:** Motion for first reading of the ordinance.  
\_\_\_\_\_  
\_\_\_\_\_

## Ordinance 19-5

BE IT ORDAINED by the City Council for the City of Bristol, Virginia has repealed sections 66-46, 66-48, and 66-50 of the City Code of Ordinances, related to personnel.

~~Sec. 66-46.— Annual leave.—~~

~~(a) Provision of credits. (1) Annual leave credits for regular, full-time employees, hired before January 1, 2014, who have not opted to participate in the hybrid retirement plan, and all employees eligible to receive enhanced retirement benefits in hazardous duty positions, and all employees hired on or after January 1, 2014, with Virginia Retirement System creditable services, shall be provided for each completed calendar month of service at the rate of one work day for employees with less than five full years of continuous service, 1/4 work days for employees with five or more full years of continuous service, and 1/2 work days for employees with ten or more full years of continuous service. Annual leave credits may be accumulated not to exceed, at the date of separation or at the end of any fiscal year, 24 work days for employees with less than five full years of service, 30 work days for employees with five or more full years of service and 36 work days for employees with ten or more full years of service. (2) All full-time employees hired on or after January 1, 2014, and employees hired before January 1, 2014, who have opted to participate in the hybrid retirement plan, with the exception of employees eligible for enhanced retirement benefits in hazardous duty positions and employees hired with Virginia Retirement Service creditable service, shall receive annual leave as set forth in the applicable City of Bristol Human Resources policy. Any and all future changes to paid time off shall be subject to city council approval. (b) Use of credits. The annual leave credits provided may be used, at the option of the employee, to provide paid absences for vacation and other personal purposes (including sickness) or for absences in excess of credits available for other kinds of leave. However, as a matter of policy, a major portion of annual leave should be used at one time in a course of a 12-month period. (1) No annual leave credit shall be provided for service less than a full semimonthly pay period or 15 calendar days, whichever is the lesser; the credit for a full semimonthly pay period or more than 15 calendar days but less than one calendar month shall be one-half a work day. (2) No annual leave credit shall be provided during any period of absence immediately following an absence of 60 calendar days.~~  
~~(Code 1966, § 2-13.1; Ord. No. 14.01, 2-11-14)~~

~~Sec. 66-48.— Sick leave.—~~

~~(a) Provision of credits. (1) Sick leave credits for regular full-time employees, hired before January 1, 2014, who have not opted to participate in the hybrid retirement plan, and all employees eligible to receive enhanced retirement benefits in hazardous duty positions, and all employees hired on or after January 1, 2014, with Virginia Retirement System creditable services, shall be provided at the rate of 1/4 days for each calendar month of service completed. No sick leave credit shall be provided for service less than a full semimonthly pay period or 15 calendar days, whichever is the lesser period, in a month; the credit for a full semimonthly pay period or more than 15 calendar days but less than one calendar month shall be one-half a workday. No sick leave credit shall be provided during any period of absence immediately following an absence of 60 calendar days. In case of illness or injury which is not compensable under the Virginia Workers' Compensation Act (Code of Virginia, § 65.2-100 et seq., as amended, repealed, reenacted or recodified from time to time), the city manager may grant additional credits beyond what the employee has accumulated; provided, however, that it is clearly established that the illness or injury was contracted in the course and by reason of the performance of duties assigned to the employee. (2) All full-time employees hired on or after January 1, 2014, and employees hired before January 1, 2014, who have opted to participate in the hybrid retirement plan, with the exception of employees eligible for enhanced retirement benefits in hazardous duty positions and employees hired with Virginia Retirement Service creditable service, shall receive sick leave as set forth in the applicable City of Bristol Human Resources policy. Any and all future changes to paid time off shall be subject to city council approval. (b) Use of credits. (1) Verification. The justification for any sick leave use shall be subject to verification by the department director concerned and the city manager by requirement of a certificate of a physician, describing the disability, stating that the employee was unable by reason of his disability to be on duty during the entire period covered by the application and, where extended absence is indicated, the probable duration of the disability. For any absence in excess of 60 work days within a 12-month period such a certificate must be provided and filed with the city manager at the end of the 60 days and monthly thereafter. (2) Justifications. Leave credit may be used for authorized absences as follows: a. Personal illness or injury incapacitating the employee from performing his duties. b. Exposure to a contagious disease which jeopardizes the health of others. c. Appointment for examination and treatment related to health when such appointment cannot reasonably be scheduled during non-work hours. d. Illness or death in the immediate family requiring the attendance of the employee. "Family of an employee" shall be regarded as parents, wife, husband, child, brother, sister or any other relatives living in the household of the employee. e. Pregnancy, miscarriage, abortion or childbirth incapacitating the employee [from performing her duties].~~  
~~(Code 1966, § 2-13.2; Ord. No. 08-04, 2-12-08; Ord. No. 14.01, 2-11-14)~~

19-5

Sec. 66-50. — Compensatory leave. —

~~(a) Compensatory leave may be granted to any regular full-time employee for all authorized overtime work on an hour-for-hour basis. This applies to work overtime on rest days and holidays. Compensatory leave shall not be granted merely to permit an employee to do regular work which, because of an excessive volume of work, could not be performed in regular working hours. All compensatory leave shall be taken within 12 months of the date on which it was earned. (b) Whenever a holiday, as provided in section 66-41, falls on a nonworking day other than Sunday, such day shall be included in computing the employee's compensatory leave. (Code 1966, § 2-13.4)~~

First Reading: May 28, 2019

Second Reading: \_\_\_\_\_

Adopted: \_\_\_\_\_

\*\*\*\*\*  
\*\*\*\*\*  
\*\*\*\*  
\*\*  
\*

**PASSED AND ADOPTED** by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council on \_\_\_\_\_, 2019.

(SEAL)

Attest: Nicole Storm  
Clerk of the City of Bristol, Virginia

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item #3**

Meeting Date: 5/28/2019  
Department: City Manager  
Staff Contact: Randall Eads

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**AGENDA ITEM WORDING:**

Consider second reading and adoption of the fiscal year 2019-2020 Budget Ordinance.

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**ITEM BACKGROUND:**

The City Manager presented his proposed budget to Council on April 9, 2019.

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**PREVIOUS RELEVANT ACTION:**

Council had a public hearing on the proposed budget on April 23, 2019 which was advertised on April 15, 2019 in the Bristol Herald Courier. Budget work sessions were held on February 28, March 7, March 16, March 23, and April 30.

First reading of the budget was held on May 14.

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**STAFF RECOMMENDATIONS:**

Recommend second reading and adoption of the budget ordinance as presented.

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**DOCUMENTATION:**      Included   X        Not Required \_\_\_\_\_

**MOTION:**   Motion for second reading of the ordinance. Motion for adoption of the ordinance.

**BUDGET ORDINANCE FOR FY 2019-2020**

**MAKING GENERAL FUND, COMMUNITY DEVELOPMENT BLOCK GRANT FUND, SOLID WASTE DISPOSAL ENTERPRISE FUND, CAPITAL PROJECT FUND, ASSET FORFEITURE FUND, TRANSIT ENTERPRISE FUND, SCHOOL OPERATING FUND, SCHOOL TEXTBOOK FUND, SCHOOL FOOD SERVICE FUND, SCHOOL CONSTRUCTION CAPITAL PROJECTS FUND, AND SCHOOL LOCAL CAPITAL PROJECTS FUND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2019, AND ENDING JUNE 30, 2020, IN THE FOLLOWING AMOUNTS:**

|  |                     |
|--|---------------------|
| <b>GENERAL FUND</b>                              | <b>\$53,930,744</b> |
| <b>COMMUNITY DEVELOPMENT BLOCK GRANT FUND</b>    | <b>\$529,935</b>    |
| <b>SOLID WASTE DISPOSAL ENTERPRISE FUND</b>      | <b>\$7,889,222</b>  |
| <b>CAPITAL PROJECT FUND</b>                      | <b>\$9,171,588</b>  |
| <b>TRANSIT ENTERPRISE FUND</b>                   | <b>\$468,607</b>    |
| <b>ASSET FORFEITURE FUND</b>                     | <b>\$102,000</b>    |
| <b>SCHOOL OPERATING FUND</b>                     | <b>\$28,228,491</b> |
| <b>SCHOOL TEXTBOOK FUND</b>                      | <b>\$924,561</b>    |
| <b>SCHOOL FOOD SERVICE FUND</b>                  | <b>\$2,003,400</b>  |
| <b>SCHOOL CONSTRUCTION CAPITAL PROJECTS FUND</b> | <b>\$116,496</b>    |
| <b>SCHOOL LOCAL CAPITAL PROJECTS FUND</b>        | <b>\$792,944</b>    |

**AND REGULATING PAYMENTS OUT OF THE CITY TREASURY; AND ALSO FIXING THE TAX RATE ON REAL AND PERSONAL PROPERTY FOR FISCAL YEAR 2020.**

**SECTION 1:** That the amounts named herein, aggregating \$53,930,744 are hereby appropriated from the General Fund for the use of the several departments of the City Government for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as the same is set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$529,935 are hereby appropriated from the Community Development Block Grant Fund for the use of the City Government for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$7,889,222 are hereby appropriated from the Solid Waste Disposal Fund for the use of solid waste disposal and collection operations for the 2020 fiscal year. That the amounts named herein, aggregating \$9,171,588 are hereby appropriated from the Capital Project Fund for the use of the City Government for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$468,607 are hereby appropriated from the Transit Fund for the use of the City Government for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$102,000 are hereby appropriated from the Asset Forfeiture Fund for the use of the City Government for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$32,065,892 are hereby appropriated from School Funds for the use of general operations, textbook, food service and capital projects for the 2020 fiscal year.

**SECTION 2:** That the rate of taxation on Real Estate Property be fixed at \$1.17 (One Dollar and Seventeen Cents) on the hundred dollars assessed valuation for the Tax Year 2019 of Fiscal Year 2019-2020. That the rate of taxation on Personal Property for Automobiles, Trucks, and Horse Trailers, be fixed at \$2.60 (Two Dollars and Sixty Cents) on the hundred dollars assessed valuation for the Tax Year 2019 of Fiscal Year 2019-2020 and an assessment ratio of 100%. The rate of taxation for Machinery and Tools and all other personal property, be fixed at \$7.00 (Seven Dollars and No Cents) on the hundred dollars assessed valuation for the Tax Year 2019 of Fiscal Year 2019-2020, and an assessment ratio of 12%. This is in order to secure the amount necessary to carry out the provisions of this budget.

**SECTION 3:** That the annual budget heretofore presented to City Council by the City Manager as the same has been amended in the various workshops of the City Council and as the same, is in its final form attached hereto, is hereby adopted by City Council and incorporated in this budget ordinance by reference pursuant to Section 10.04 of the City Charter.

**SECTION 4:** Upon the recommendation of the City Manager and approval of the City Council, the Chief Financial Officer may thereafter transfer a balance appropriated but unused for one purpose for the current fiscal year to another purpose or object for which the appropriations for said purpose or object for the current year have proven insufficient, even though that requires transferring said funds from one department of the City to another. The City Manager may transfer funds appropriated for Contingency purposes to other departments as the City Manager deems necessary.

The Chief Financial Officer may, upon authorization of the City Manager, transfer funds between line items appropriated within the same department or office to meet unexpected obligations within the same department or office.

**SECTION 5:** This ordinance to take effect July 1, 2019, the best interests of the City requiring it.

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item #4**

Meeting Date: May 28, 2019  
Department: Community & Economic Development  
Staff Contact: Ellen Tolton

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**AGENDA ITEM WORDING:**

Approve CDBG Annual Action Plan.

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**ITEM BACKGROUND:**

The City of Bristol Virginia is an annual recipient of federal funding through the U.S. Department of Housing and Urban Development (HUD). The entitlement monies may be spent to develop or sustain viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally to benefit low- to moderate-income persons. All entitlement monies received are disbursed through the City's CDBG program. The City's CDBG budget for the 2019-2020 funding cycle is \$257,838 and HOME funds allocated to the City of Bristol Virginia total \$67,930.80. The final step in the annual funding cycle is to establish the approved Annual Action Plan for the CDBG monies received in that fiscal year.

**PREVIOUS RELEVANT ACTION:**

April 23, 2019 – City Council held first public hearing with direction to appoint the Mayor's Sub-Committee to prepare and present to City Council a recommended Action Plan.

May 14, 2019 – The Mayor's Sub-Committee met to review application and establish a recommended Action Plan.

The first public meeting was held April 23, 2019 as well as a 30 day public comment period.

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**STAFF RECOMMENDATIONS:**

Staff requests that the Council approve this year's Annual Action Plan as presented by staff and recommended by the appointed Sub-Committee for the Council.

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**DOCUMENTATION:**      Included   X                Not Required\_\_\_\_\_

**MOTION:** Consider and approve the 2019-2020 CDBG Funding Cycle Annual Action Plan



**To:** Mr. Mayor and Members of City Council  
**Thru:** Randall Eads, City Manager  
**From:** Ellen Tolton, CDBG Coordinator  
**Date:** May 14, 2019  
**RE:** 2019-2020 CDBG Funding Cycle

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The intention of this memorandum is to provide information on the 2019-2020 funding cycle for the City's Community Development Block Grant (CDBG) program.

**CDBG Program:**

Annually the City of Bristol, Virginia is the recipient of federal funding through the US Department of Housing and Urban Development (HUD). This money is awarded without competition to entitlement cities across the nation. Bristol, Virginia is one of these entitlement cities. HUD provides this entitlement amount based on a nationwide dual formula which uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth lag in relationship to other metropolitan areas. The entitlement monies may be spent to develop or sustain viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. All entitlement monies received are disbursed through the City's CDBG program. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; [42 U.S.C.-5301](#) et seq.

**CDBG Funding Categories:**

Each year the entitlement amount is established by HUD. Added to this amount is any program income from the previous funding cycle. Program income is money received by the City through interest and/or payment of loans and liens associated with the program's previously funded projects that totals up to and above \$25,000. This total amount is made available for allocation by the City Council pursuant to an application process. HUD allows the total amount available for allocation to be split into three (3) funding categories. The first of these categories is administration. The city incurs costs associated with the administration of the CDBG program and is allowed to deduct 20% from the total amount available for allocation to cover these costs. The second category of funding is public service projects. This category is allowed to constitute 15% of the total amount available for allocation. This category consists of projects such as the Children's Advocacy Center and King's Mt. Supportive Housing. The third category of funding

is dedicated to community projects which can be housing-related, economic development, and improvements to public facilities.

**CDBG Funding Process:**

The process for receiving, managing and disbursing CDBG monies is governed by both HUD and City policy. The first step in this lengthy process is the advertising of the announcement of funding availability. Concurrent with this announcement, applications are sent to past funding recipients as well as likely candidates for funding. Following receipt of the completed applications, the CDBG Coordinator categorizes each request within the HUD funding categories. A selection committee then reviews the applications, scoring them based on the criteria for which the City is graded by HUD. The recommendations for funding are reviewed by City Council at a public hearing before being remanded to a sub-committee established by the Mayor. The Mayor’s sub-committee reviews the applications and prepares the final allocation plan which is announced at a public meeting of the City Council. The following table depicts the schedule for this year’s funding cycle:

**2019 -2020 CDBG Funding Cycle Schedule**

| Activity   | Date       |
|--|------------|
| Announcement of Funding  | 4/15/ 2019 |
| Applications Due   | 3/29/2019  |
| City Council Considers Applications at Public Hearing          | 4/23/2019  |
| Mayor's Sub-Committee Meets                                    | 5/13/2019  |
| City Council Announces Final Allocation Plan at Public Meeting | 5/28/2019  |

**2019-2020 CDBG Entitlement Amount:**

The City’s CDBG entitlement amount for 2019-2020 announced by HUD is \$257,838. HUD limits the amount of public service awards to 15% of the total allocation amount and the amount of program administration allowable is 20%. The remainder is to be used for City projects.

**City Funding Requests:**

Historically, the City has funded neighborhood revitalization by removing blighted and or unsafe structures and/or installing sidewalks in low to moderate income neighborhoods, and requests funding for these same purposes at this time. The need for these projects remains great and additional sidewalk funding is included in this request. It is of note that several activities have sufficient carryover from prior years to complete next years’ activities. In addition, the City has funded emergency housing rehabilitation projects that have been very successful at addressing blight, low to moderate income family distress due to substandard and/or unsafe living conditions. This year, funding is requested for Administration, public service projects, one public

improvement project, code enforcement activities, and sidewalk projects. The following table details City sponsored projects for the 19-20 CDBG funding cycle:

**2019-2020 CITY PROJECT  
RECOMMENDATIONS**

based on \$257,838

| PROJECT TITLE                           | AMOUNT           | % of Total Allocation | Remaining from last year |
|---|------------------|-----------------------|--------------------------|
| Sidewalk Improvements in Target Areas   | \$67,500         | 26%                   | \$55,000                 |
| Emergency Housing Rehab                 | \$0              | 0                     | \$76,452                 |
| Removal of Unsafe Structures            | \$0              | 0                     | \$70,692                 |
| Wall Improvement Grants (deferred)      | \$0              | 0                     | 0                        |
| Economic Development                    | \$0              | 0                     | \$33,275                 |
| Code Enforcement                        | \$35,095         | 14%                   | 0                        |
| Bristol City Schools (elevator upgrade) | \$65,000         | 25%                   | 0                        |
| Boys & Girls Club (STEM Ctr elevator)   | \$0              | 0                     | 0                        |
| <b>Total</b>                            | <b>\$167,595</b> | <b>65%</b>            |                          |
|   |                  |                       |                          |
| <b>Administration</b>                   | <b>\$51,568</b>  | <b>20%</b>            |                          |

**CDBG Advertising and Application Procedure:**

As per HUD’s requirements, a 30 day public comment period was observed between April 9, 2019 and May 10, 2019, and a notice was published in the *Bristol Herald Courier* on Monday April 8<sup>th</sup> announcing the April 23, 2019 CDBG public hearing, eligible categories of funding, application availability, and CDBG program contact information. Request for applications were posted and sent to a list of eligible agencies/entities requesting application to be received by the CDBG Coordinator by March 29, 2019.

The Department of Community Development received nine (9) applications from local agencies. There were two additional Public Facility requests made on behalf of the Bristol City Schools for

an elevator upgrade in Stonewall Jackson Elementary School and the Boys & Girls Club for a new elevator in a proposed STEM Center. The following table depicts the applications pursuant to their funding categories including both their respective requests and recommendations:

| <b>2019-2020 CDBG Funding Cycle Public Service Funding Category</b> |  |                 |                  |                        |
|---|--|-----------------|------------------|------------------------|
| <b>Applicants</b>   |  |                 |                  |                        |
| <b>Column1</b>  | <b>Column3</b>                                 | <b>Column4</b>  | <b>Column5</b>   | <b>Column6</b>         |
| <b>APPLICANT</b>  | <b>PROJECT TITLE</b>                           | <b>CATEGORY</b> | <b>REQUEST</b>   | <b>RECOMMENDATIONS</b> |
| Bristol Public Library  | Jones Creativity Center - Adult Learning Lab   | Public Service  | \$31,650         | \$5,000                |
| Crossroads Medical Mission, Inc.                                    | CMM Healthcare for LMI Bristol, VA residents   | Public Service  | \$5,000          | \$5,000                |
| People, Inc.  | Court-Appointed Special Advocate               | Public Service  | \$15,504         | \$5,000                |
| Highlands Community Services/Children's Advocacy Center             | Forensic Interviewing for Child Abuse Victims  | Public Service  | \$10,000         | \$7,000                |
| People, Inc   | King's Mountain Permanent Supportive Housing   | Public Service  | \$15,000         | \$4,500                |
| Girl's Inc  | After-school and summer program for girls 5-18 | Public Service  | \$6,000          | \$0                    |
| Appalachian Independence Center                                     | Independent Living Services                    | Public Service  | \$5,000          | \$3,000                |
| BRHA  | Project Advance                                | Public Service  | \$10,000         | \$6,175                |
| Communities in Schools  | A Proven Model of Integrated Student Services  | Public Service  | \$15,000         | \$3,000                |
| <b>2018-2019 Allocation</b>   |  | <b>Totals</b>   | <b>\$113,154</b> | <b>\$38,675</b>        |

**Final Announcement of 2019-2020 CDBG Funding Cycle Allocations:**

On April 23, 2019, at a regularly scheduled meeting of City Council, the Mayor’s Subcommittee was formed and directed to review the received applications and prepare a recommended Action Plan for consideration and final approval of City Council. The subcommittee met on May 14, 2019 and made its recommendations.

Staff presented their recommendations to the subcommittee members. Through discussion and consensus style voting the committee established an Annual Action Plan for the 2019-2020 CDBG funds. The following Action Plan is hereby recommended to City Council (Attached):

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item #5**

Meeting Date: **5/28/19**  
Department: Fire  
Staff Contact: **Fire Chief Mike Armstrong**

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**AGENDA ITEM WORDING:**

Consider Approval of Fire Department Grant and Ambulance Purchase.

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**ITEM BACKGROUND:**

We have received a grant award for a new ambulance and cot. The total cost of the ambulance and cot is \$265,158.00 Grant funding will cover approximately \$132,000 of this cost. This leaves \$133,000 remaining as the City's portion of the cost. The FY19 Capital Project Fund contains \$35,000 for a new pumper which we will not be utilizing, as well as \$36,000 for an ambulance. The balance of the cost, approximately \$62,000, will be taken from the Lease/Rental of Equipment line item in the Fire Department budget (32010-5410).

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**PREVIOUS RELEVANT ACTION:**

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**STAFF RECOMMENDATIONS:**

Staff recommends utilization of available funding, to include approximately \$132,000 in grant funding, to purchase the ambulance and cot.

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**DOCUMENTATION:**      Included   X        Not Required\_\_\_\_\_

**MOTION:**

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# City of Bristol, Virginia Documentation of Quotes

The procurement of goods and services shall require the following:  
greater than \$2500.01 & less than \$15,000=3 written quotes  
greater than \$15,000.01 & less than \$50,000=4 written quotes

Department Purchased For: Fire Department

Purchase Order #:

Quotes to be obtained before a purchase order is issued.

Description of Item/Service: 2019 Braun Chief XL Type I Ambulance Body Mounted on  
Ford F-550 4x4 Cab and Chassis

### Summary of Quotation Information

| <u>Date</u> | <u>Vendor &amp; Name of Salesperson/Individual Quoting Price</u> | <u>Cost</u> |
|-------------|--|-------------|
| 1 01/24/19  | PennCare   | 265,158.00  |
| 2           |  |             |
| 3           |  |             |
| 4           |  |             |

Quote documentation from the vendor should be attached to this paperwork.

### Explanatory Remarks:

Items will be purchased through NPP. Member ID: M-5717440

Master Price Agreement PS16002 between Public Procurement Authority

and Braun Industries includes Braun's national distribution network

as a party to the Master Price Agreement.

50% of ambulance and cot cost will be paid by grant from Office of Emergency Medical Services.

Jerry M. Armstrong  
Department Signature

1/30/19  
Date

This form along with quote documentation should be forwarded to the purchasing department to be attached to the purchase order.

**Office of Emergency Medical Services  
Consolidated Grant Program  
AWARD PAGE**

January 1, 2019 - December 31, 2019 Grant Period

Agency Name: City Of Bristol Fire Department

Grant Number: MT-C01/12-18

| Item Type (Item)   | Status | Quantity Funded | Funding % Level | Amount Funded       |
|--|--------|-----------------|-----------------|---------------------|
| Type I, 4wd Ambulance  | FUNDED | 1               | 50 / 50         | \$122,926.50        |
| <b>Conditions:</b>   |        |                 |                 |                     |
| 1-Vehicle must be available for service 24 hours a day, 7 days a week.   |        |                 |                 |                     |
| 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Office of Emergency Medical Services, Virginia Department of Health."   |        |                 |                 |                     |
| 32-Agency must complete all vehicle information in the "manage vehicles" section of the VPHIB system, including all data elements within the vehicle information, station, purchase information, and vehicle status sections. If this vehicle is replacing another vehicle, the vehicle being replaced must be marked as "inactive" in the VPHIB system. |        |                 |                 |                     |
| 35-All ambulances must be compliant with Virginia Emergency Medical Services Regulations 12VAC5-31-810, Ground ambulance specifications.   |        |                 |                 |                     |
| 36-All agencies using an ePCR systems will submit in real-time unless approved in writing by the OEMS. EMS data quality will not be assessed for 30 days after an EMS incident to allow resubmission of incomplete ePCRs.  |        |                 |                 |                     |
| 37-Agencies using ImageTrend, ZOLL, or emsCharts EMS ePCR software products must submit EMS data to VPHIB via Web-services.  |        |                 |                 |                     |
| Stryker Power-Pro XT Cot   | FUNDED | 1               | 50 / 50         | \$9,120.87          |
| <b>Conditions:</b>   |        |                 |                 |                     |
| 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Office of Emergency Medical Services, Virginia Department of Health."   |        |                 |                 |                     |
| 36-All agencies using an ePCR systems will submit in real-time unless approved in writing by the OEMS. EMS data quality will not be assessed for 30 days after an EMS incident to allow resubmission of incomplete ePCRs.  |        |                 |                 |                     |
| 37-Agencies using ImageTrend, ZOLL, or emsCharts EMS ePCR software products must submit EMS data to VPHIB via Web-services.  |        |                 |                 |                     |
| ZOLL X series monitor  | FUNDED | 3               | 80 / 20         | \$82,907.47         |
| <b>Conditions:</b>   |        |                 |                 |                     |
| 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Office of Emergency Medical Services, Virginia Department of Health."   |        |                 |                 |                     |
| 36-All agencies using an ePCR systems will submit in real-time unless approved in writing by the OEMS. EMS data quality will not be assessed for 30 days after an EMS incident to allow resubmission of incomplete ePCRs.  |        |                 |                 |                     |
| 37-Agencies using ImageTrend, ZOLL, or emsCharts EMS ePCR software products must submit EMS data to VPHIB via Web-services.  |        |                 |                 |                     |
| <b>Total:</b>  |        |                 |                 | <b>\$214,954.84</b> |

**BRISTOL, VIRGINIA CITY COUNCIL**  
**AGENDA ITEM SUMMARY**  
**Item #6**

Meeting Date:  
Department: Economic Development  
Staff Contact: Bart Poe

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**AGENDA ITEM WORDING:**

Consider a Release from active Performance Agreement between the City of Bristol Virginia, the Industrial Development Authority and 401 Gordon Avenue, LLC.

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**ITEM BACKGROUND:**

The owners of Oakmont Assisted Living are seeking approval of a release from the performance agreement on the property located at 401 Gordon Avenue. This performance agreement was approved November 2014 in a joint City Council and IDA meeting. Oakmont at Gordon Park opened as an assisted living facility in May of 2016.

The terms of this agreement listed 4 major requirements:

- a) Capital investment of seven million dollars (\$7,000,000)
- b) 50 full time employees
- c) Generated city tax revenue in excess of three hundred sixty thousand dollars (\$360,000)
- d) Operation of an assisted living facility at this location for the length of the 5 year agreement

City staff has reviewed the performance agreement and verified the required targets. The company has meet the requirements on items a,b &c and only needs to remain open through May of 2021 to fully comply with the agreement.

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**PREVIOUS RELEVANT ACTION:**

Approval of performance agreement by Council and IDA in November 2014  
Approval of subordination agreement by Council and IDA in September 2017

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**Staff Recommendations:**

Oakmont at Gordon Park is one of several highly successful endeavors by the local development company Albatross. The Oakmont facility recently began construction of phase-2 of the project and has plans for even more expansion in the future. Release of this Performance agreement would not affect any form of City revenue generated by this facility and would be an excellent example of good faith for this and any other projects proposed to the City.

**Staff recommends approval.**

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**DOCUMENTATION:**      Included   X                Not Required       

**MOTION:** I move to approve the release of the performance agreement related to 401 Gordon Avenue, LLC as presented.

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item # 9.1**

Meeting Date: 5/28/19  
Department: City Clerk  
Staff Contact: Nicole Storm

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**AGENDA ITEM WORDING:**

Consider Approval of Minutes.

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**ITEM BACKGROUND:**

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**PREVIOUS RELEVANT ACTION:**

Approval of meeting minutes:

April 30, 2019 Called Meeting

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**STAFF RECOMMENDATIONS:**

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**DOCUMENTATION:**      Included  X       Not Required \_\_\_\_\_

**MOTION:**  I move to approve the consent agenda.

April 30, 2019

A CALLED MEETING OF THE BRISTOL, VIRGINIA, CITY COUNCIL WAS HELD ON APRIL 30, 2019 AT 6:00PM, 300 LEE STREET, BRISTOL, VIRGINIA WITH MAYOR KEVIN MUMPOWER PRESIDING. COUNCIL MEMBERS PRESENT WERE VICE MAYOR KEVIN WINGARD, ANTHONY FARNUM, WILLIAM HARTLEY, AND NEAL OSBORNE. CITY MANAGER/INTERIM CITY ATTORNEY, RANDALL EADS, AND CHIEF FINANCIAL OFFICER TAMRYA SPRADLIN WERE ALSO PRESENT.

Mayor Mumpower asked for a moment of silence, followed by the pledge of allegiance.

Monica Daddio said that she felt people could not afford the proposed trash increase. Michael Pollard said that he had mistakenly posted inaccurate information on social media and had posted a correction. Casey Almaroad of Virginia Organizing spoke about a meeting between the School Board and City Council. Renee Hunt spoke about the proposed collection fee increase.

1. Consider Resolution on Special Exception #03-2019 for 500 Gate City Highway.

City Planner Sally Morgan said that the application was for pharmaceutical processing in a B-3 zone, and that a public hearing was held as required. Nancy Marney shared concerns about the proposed facility.

City Manager Randall Eads read the resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISTOL, VIRGINIA GRANTING A SPECIAL EXCEPTION (SE #03-2019) TO MAP PARCEL NO. 22-1-15A (KNOWN AS 500 GATE CITY HIGHWAY) IN BRISTOL, VIRGINIA TO ALLOW A PHARMACEUTICAL PROCESSING OPERATION

SECTION 1. The City Council finds that:

WHEREAS, the Community Development Department received an application for a special exception from Par Ventures Inc. for the operation of a pharmaceutical processing operation at 500 Gate City Highway, Suite 1007 (Map Parcel #22-1-15A); and

WHEREAS, the applicant submitted the required application to the Director of Community Development in accordance with City Code; and

WHEREAS, the Planning Commission of Bristol, Virginia recommended forwarding special exception #03-2019 for a joint public hearing with City Council; and

WHEREAS, the joint public hearing has been properly advertised and held on April 23, 2019 in accordance with Virginia Code §15.2-2204, as amended; and

WHEREAS, property owners adjoining 500 Gate City Highway, Bristol, VA have been properly notified pursuant to Virginia Code §15.2-2204, as amended; and

WHEREAS, the City Council of Bristol, Virginia reserves unto itself the right to grant special exception permits; and

WHEREAS, the City Council considered the circumstances of Bristol, Virginia City Code §50-39(g) prior to approval of the special exception request.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF BRISTOL, VIRGINIA:

SECTION 2. Special Exception #03-2019 is hereby granted with the following conditions:

- 1) All state and local requirements for storm water management and air pollution control shall be met; and adequate odor control techniques shall be utilized inside the facility to avoid off-site odors.
- 2) A landscape buffer shall be provided between the proposed facility and the adjacent restaurant to the satisfaction of the city engineer and city planner; and
- 3) If parking is approved for the facility across the private entrance road that the property owner or business shall provide safe and accessible pedestrian access, including a crosswalk and sidewalk, as approved by the city engineer.

April 30, 2019

PASSED AND ADOPTED by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council held on the 30th day of April, 2019.

Mr. Osborne made a motion to approve the special exception with the conditions stated by staff. Mr. Farnum seconded the motion. Council discussed the proposal. Mayor Mumpower asked for a roll call on the motion made, which carried by the following votes:

AYES: Farnum, Hartley, Osborne, Wingard, Mumpower.

2. Consider Resolution on Special Exception #04-2019 for 500 Gate City Highway.

City Planner Sally Morgan said that the application was for pharmaceutical processing in a B-3 zone, same as the previous application, and that a public hearing was held as required. Initial concerns of ventilation had been addressed. Becky Evenden spoke about concerns that she raised at a previous meeting and the response she received from City Planner Sally Morgan.

City Manager Randall Eads read the resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISTOL, VIRGINIA  
GRANTING A SPECIAL EXCEPTION (SE #04-2019) TO MAP PARCELS #22-1-5 and #414-A-11 (KNOWN AS 500 GATE CITY HIGHWAY) IN BRISTOL, VIRGINIA TO ALLOW A PHARMACEUTICAL PROCESSING OPERATION

SECTION 1. The City Council finds that:

WHEREAS, the Community Development Department received an application for a special exception from Dharma Pharmaceuticals LLC for the operation of a pharmaceutical processing operation at 500 Gate City Highway (Map Parcels #22-1-5 and 414-A-11); and

WHEREAS, the applicant submitted the required application to the Director of Community Development in accordance with City Code; and

WHEREAS, the Planning Commission of Bristol, Virginia recommended forwarding special exception #04-2019 for a joint public hearing with City Council; and

WHEREAS, the joint public hearing has been properly advertised and held on April 23, 2019 in accordance with Virginia Code §15.2-2204, as amended; and

WHEREAS, property owners adjoining 500 Gate City Highway, Bristol, VA have been properly notified pursuant to Virginia Code §15.2-2204, as amended; and

WHEREAS, the City Council of Bristol, Virginia reserves unto itself the right to grant special exception permits; and

WHEREAS, the City Council considered the circumstances of Bristol, Virginia City Code §50-39(g) prior to approval of the special exception request.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF BRISTOL, VIRGINIA:

SECTION 2. Special Exception #04-2019 is hereby granted with the following conditions:

- 1) The Special Exception permit shall terminate twelve (12) months after a written contract or agreement is signed by the property owner committing to the development of the entire mall with “a master plan blend of uses” as recommended by the city Comprehensive Plan; and
- 2) All state air pollution control requirements shall be met, and adequate odor control techniques shall be utilized inside the facility to avoid off-site odors.

PASSED AND ADOPTED by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council held on the 30th day of April, 2019.

Mr. Wingard made a motion to approve the resolution, which was seconded by Mr. Osborne. The motion carried by the following votes:

April 30, 2019

AYES: Farnum, Hartley, Osborne.  
NO: Wingard, Mumpower.

3. Consider Second Reading and Adoption of an Ordinance (19-4) to Amend the APPENDIX TO CHAPTER 70, SOLID WASTE FEES.

City Manager Randall Eads said that a public hearing has been held as required. Mr. Osborne made a motion for the second reading of the ordinance by caption only, which was seconded by Mr. Farnum.

City Manager Randall Eads read the ordinance by caption only:  
AN ORDINANCE TO REPEAL AND REENACT THE APPENDIX TO CHAPTER 70 OF THE CITY CODE

Mr. Osborne made a motion to adopt the ordinance, which was seconded by Mr. Hartley.

Mayor Mumpower asked if there was any discussion. Mr. Farnum, Mr. Osborne and Mr. Hartley shared their reasons for supporting the increase. Mr. Wingard shared his reasons for not supporting the rate increase. Renee Hunt spoke about the cost to pick up her second can that she had purchased from the City. Mayor Mumpower shared his reasons for not supporting the rate increase. Mr. Osborne asked for a vote on the motion that was made, which was carried by the following votes:

AYES: Farnum, Hartley, Osborne.  
NO: Wingard, Mumpower.

4. Discussion of Solid Waste.

City Manager Randall Eads said that he had reviewed Chapter 70 of the Code of Ordinances and found lots of room for improvement. He said that a public hearing would be held at the May 14<sup>th</sup> meeting so that a new ordinance could be drafted and submitted for Council input.

Council took a brief recess.

5. Discussion of FY 19-20 Budget.

City Manager Randall Eads said that the purpose of this discussion was to hear what changes Council wanted to see to the FY 19-20 recommended budget.

A lengthy discussion of the recommended budget followed. Some of the possible changes identified were as follows:

Increased funding for CVB  
Funding for Birthplace of Country Music Museum bus tour conferences  
Funding for school needs  
Decreases to fire department staffing

There being no other business, the meeting was adjourned.

\*\*\*\*\*  
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City Clerk

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Mayor

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item 9.2**

Meeting Date: May 28, 2019  
Department: Transit/Special Events  
Staff Contact: Jay Detrick

---

**AGENDA ITEM WORDING:**

Consideration of Street Closures for the Red, White and Bristol Block Party.

---

**ITEM BACKGROUND:**

Believe in Bristol, along with Bristol Motor Speedway, has requested a street closure so that they can hold a downtown block party on the night of August 14, 2019. The closure area would be State Street from Moore Street to 8<sup>th</sup> Street and Piedmont Avenue from State Street to Goode Street. The closure time is from 3:00 PM to approximately 11:00 PM to allow for setup. Believe in Bristol has submitted all the required documentation.

---

**PREVIOUS RELEVANT ACTION:**

This request was last approved by City Council in 2018.

---

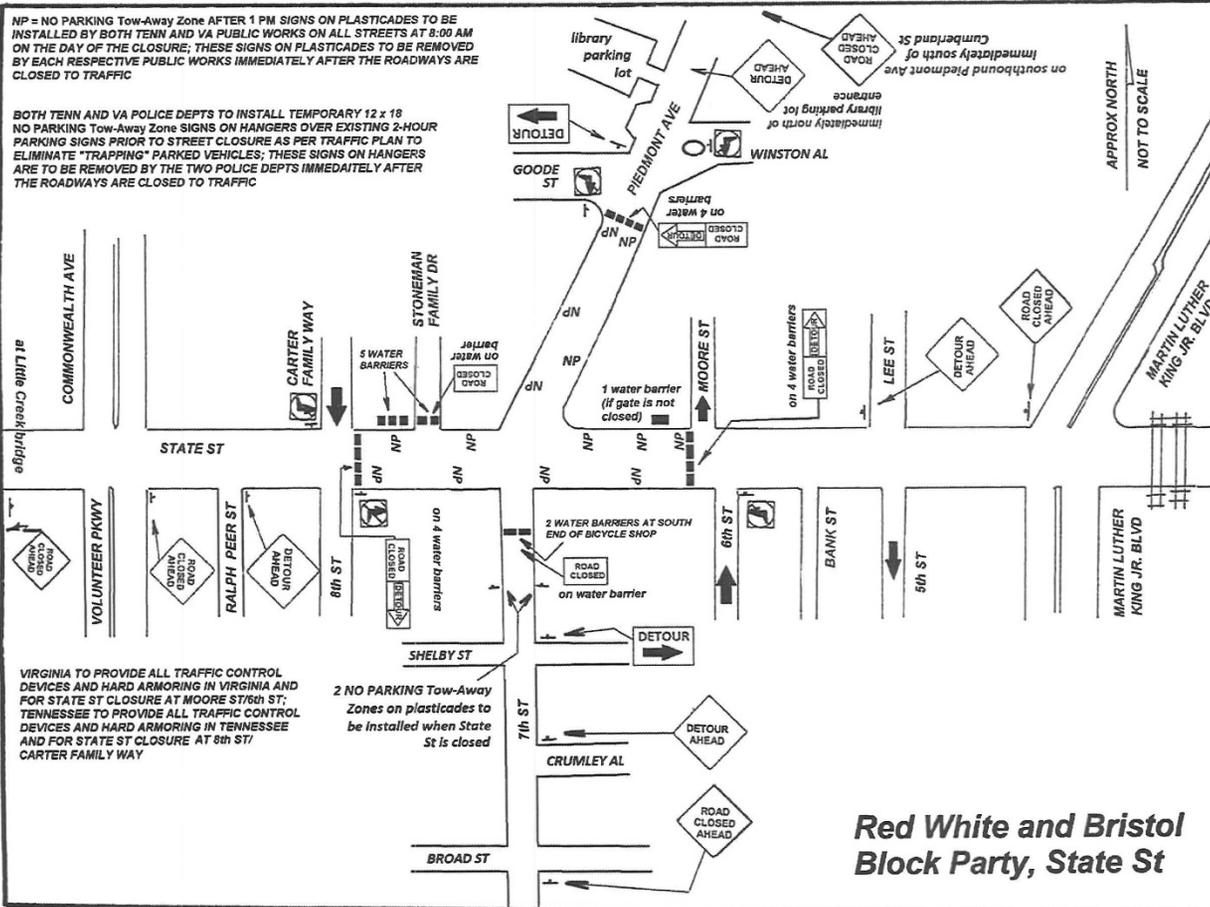
**STAFF RECOMMENDATIONS:**

Staff recommends the street closures be approved as requested.

---

**DOCUMENTATION:**      Included  Not Required

**MOTION:** I move to approve all items on the consent agenda as presented.



**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY**

**Item 9.3**

Meeting Date: May 28, 2019

Department: Transit/Special Events

Staff Contact: Jay Detrick

---

**AGENDA ITEM WORDING:**

Consider a Street Closure Request for the 2019 July 4 Border Bash, Fireworks and Parade.

---

**ITEM BACKGROUND:**

The Bristol Fraternal Veteran's and Civic Council is requesting a street closure associated with the annual July 4 Parade. The parade will start at 5:00 PM and finish at approximately 6:00 PM. This is the same parade route that has been used in previous years. A map showing the parade route is attached.

Believe in Bristol, along with Celebrate Bristol has also requested street closures associated with the annual July 4 Celebration. This closure is the same as in previous years and includes events in Cumberland Square Park and closures of parts of Lee Street, Scott Street, Cumberland Street and MLK Jr., Blvd on Thursday July 4, 2019.

Closures begin at 6:00 AM for July 4<sup>th</sup> and should reopen at around 11:00 PM

---

**PREVIOUS RELEVANT ACTION:**

This is an annual event last approved by the City Council in 2018.

---

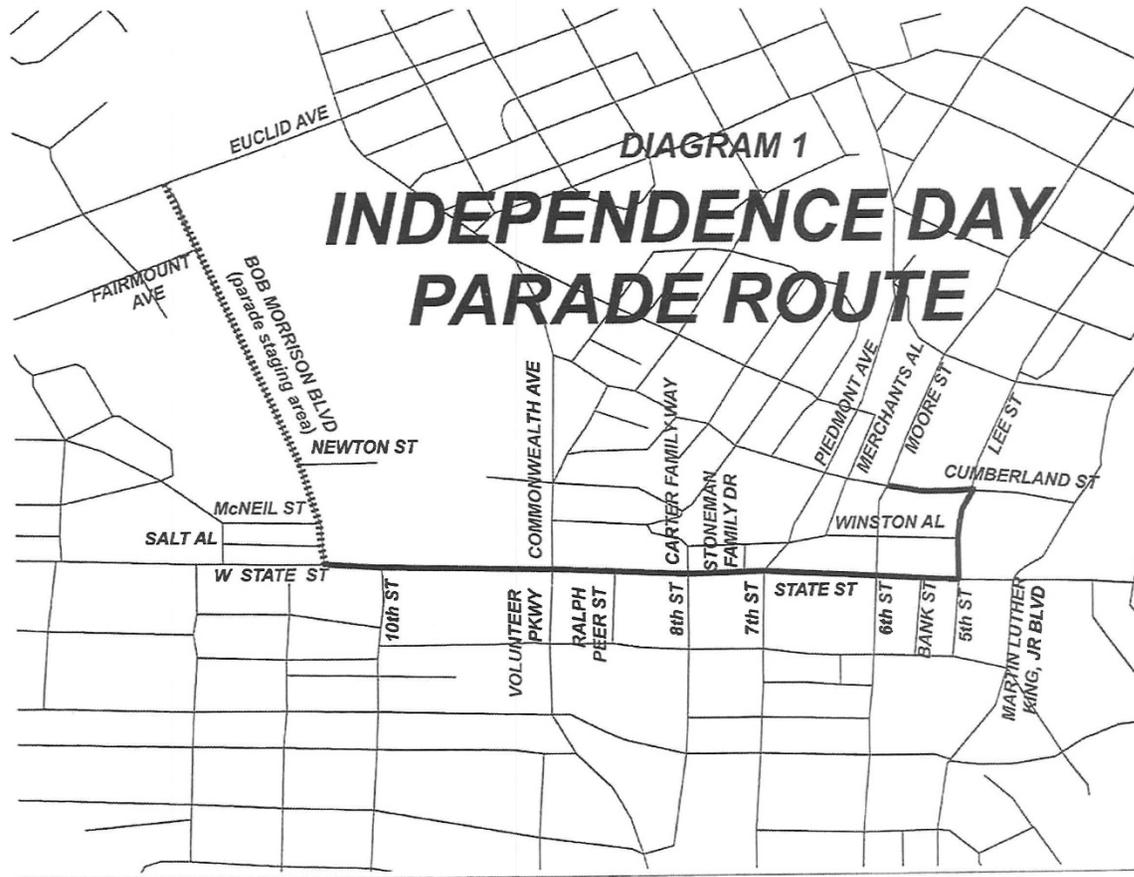
**Staff Recommendations:**

All required documents have been submitted. Because of this, staff recommends the street closure be approved as requested.

---

**DOCUMENTATION:**      Included   X                Not Required     

**MOTION:** I move to approve all items on the consent agenda as presented.



**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item #9.4**

Meeting Date: May 28, 2019  
Department: Transit/Special Events  
Staff Contact: Jay Detrick

---

**AGENDA ITEM WORDING:**

Consideration of street closures for the annual Border Bash events.

---

**ITEM BACKGROUND:**

Believe in Bristol is requesting permission to close the following streets on the following dates for their annual Border Bash Summer Concert Series. At the April 9, 2019 meeting the City Council considered approvals for Border Bash. Since then staff has discovered that some of those dates were submitted incorrectly. The following dates have been corrected:  
600, 700 Blocks of State Street and Piedmont Intersection on May 17 and August 2, 2019. These will be closed by Bristol Virginia Public Works  
800 Block of State Street on June 21 and July 19, 2019. These will be closed by Bristol Tennessee Public Works.  
400 and 500 Blocks of State Street on June 7, 2019. This will be closed by Bristol Tennessee Public Works.  
All closure requests will be from 5:00 PM to 11:00 PM.  
Believe in Bristol has submitted all the required paperwork.

---

**PREVIOUS RELEVANT ACTION:**

City Council has approved these closures in previous years. Requests for 2019 events were approved at the April 9, 2019 meeting, but the organizer has made changes to those dates.

---

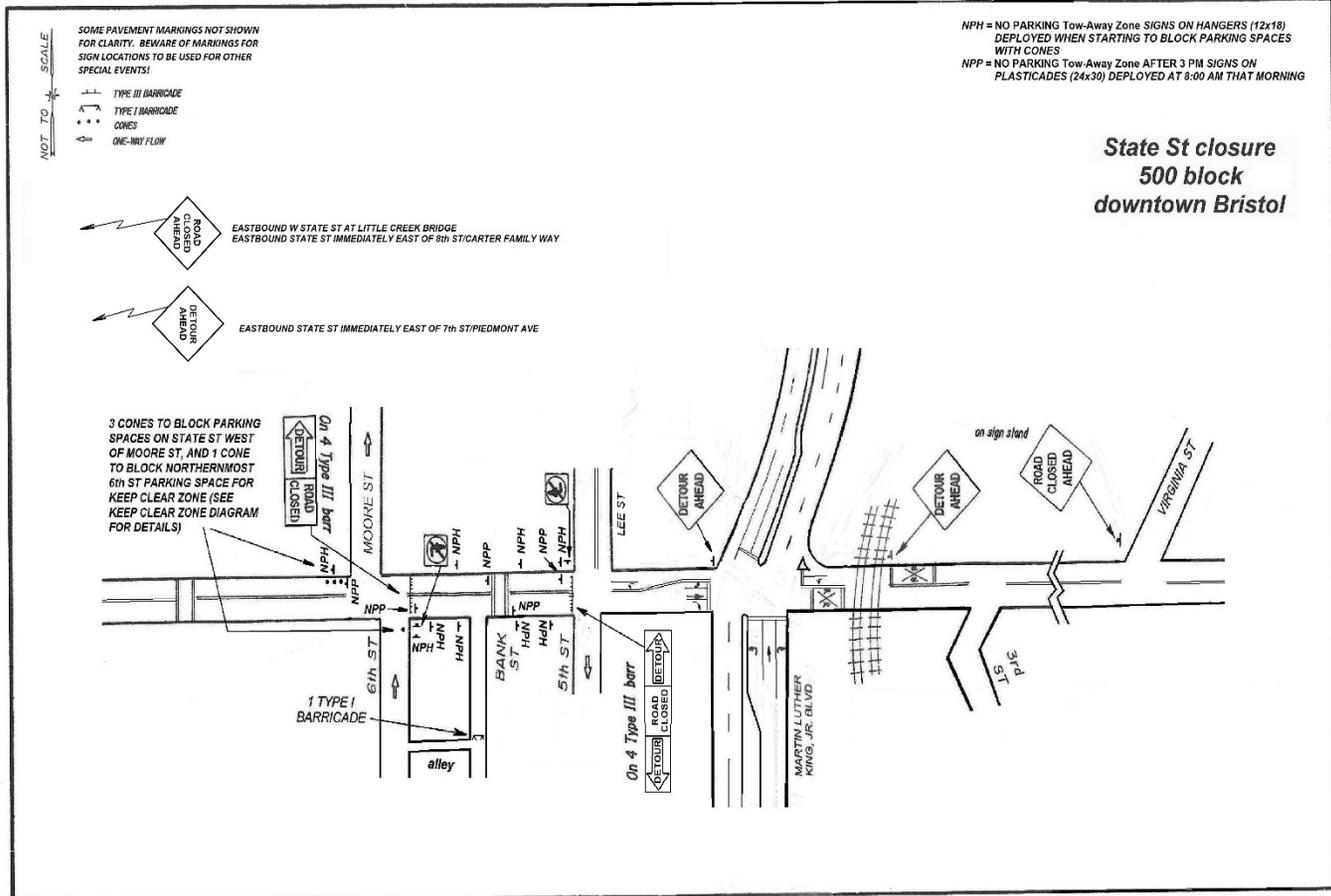
**STAFF RECOMMENDATIONS:**

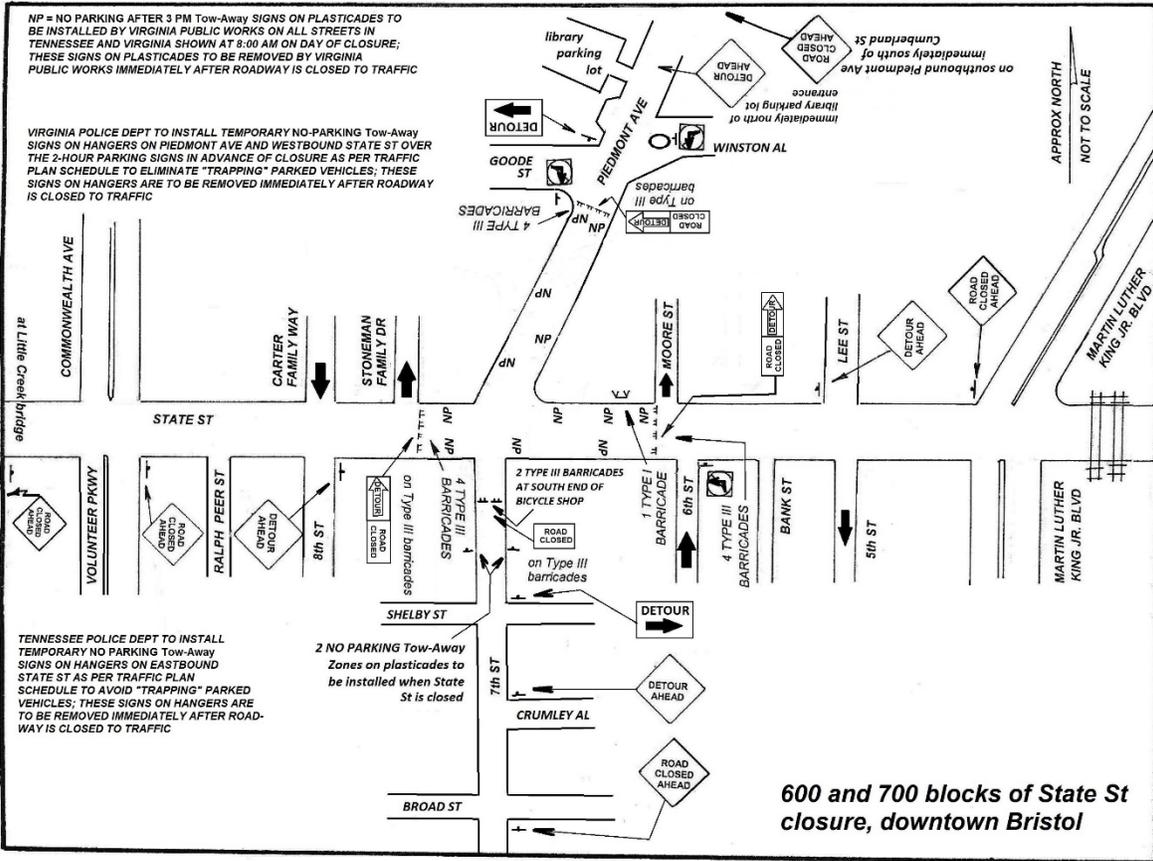
Staff recommends the street closures be approved as requested.

---

**DOCUMENTATION:**      Included  Not Required

**MOTION:** I move to approve all items on the consent agenda as presented.







**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY**

Item #9.5

Meeting Date: May 28, 2019

Department: Transit/Special Events

Staff Contact: Jay Detrick

---

**AGENDA ITEM WORDING:**

Consider a Street Closure Request for the 2019 Antique Automobile Club of America car show.

---

**ITEM BACKGROUND:**

The Antique Automobile Club of America (AACA) is requesting to close streets for their annual car show. The traffic control plan showing the limits of the closure and detour information is attached.

The streets being requested are State Street from Commonwealth Avenue to Martin Luther King Jr. Blvd, Carter Family Way, Stoneman Family Drive, Piedmont Avenue, Moore Street and Lee Street. The show will take place from 5:00 PM to 9:00 PM on Friday August 9, 2019 but the closure request is from 1:00 PM to 12:00 AM to allow for set up and clean up afterwards.

---

**PREVIOUS RELEVANT ACTION:**

This request was last approved by the City Council in 2018.

---

**Staff Recommendations:**

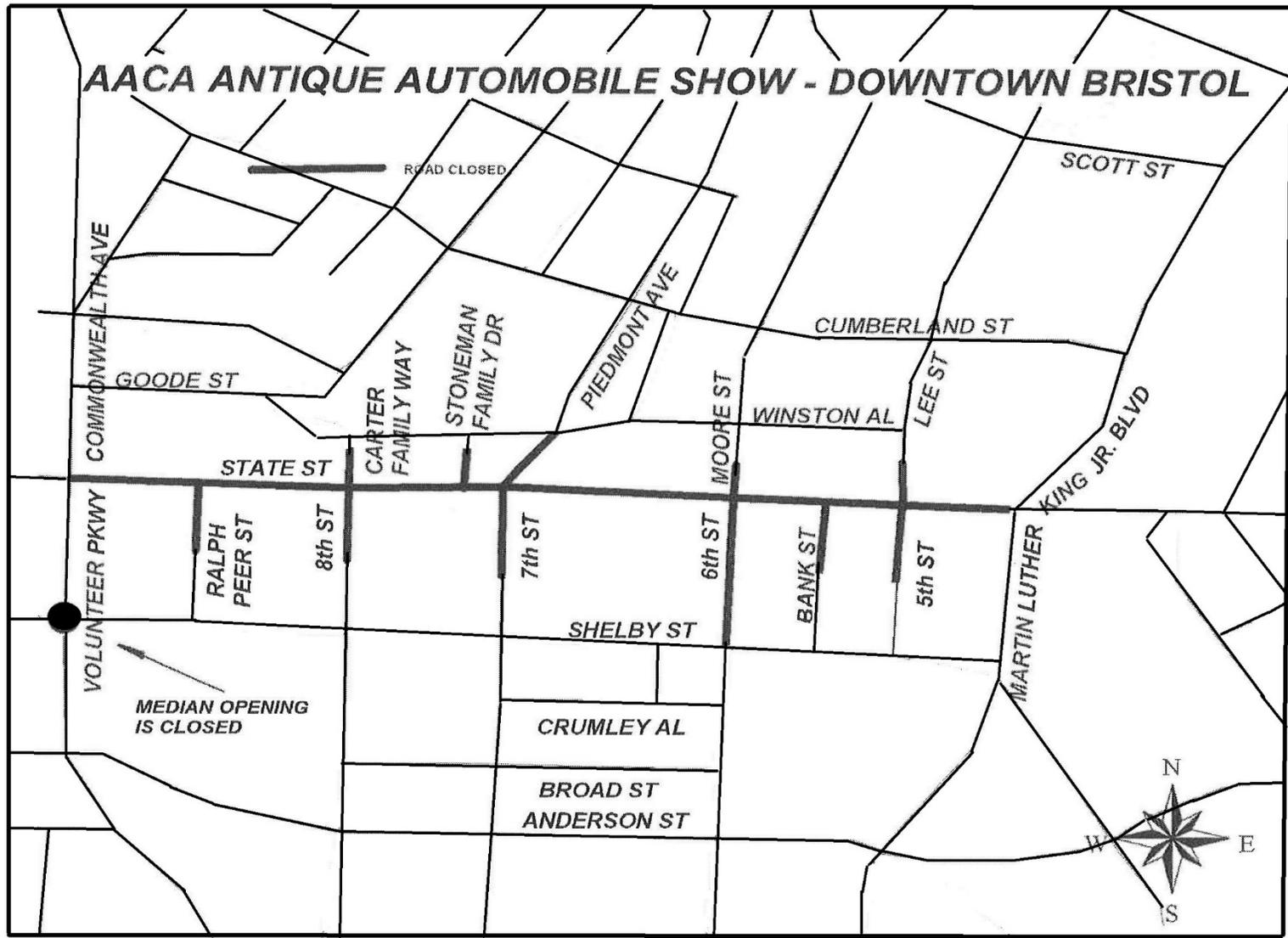
All required documents have been submitted. Because of this, staff recommends the street closure be approved as requested.

---

**DOCUMENTATION:**      Included   X                Not Required     

**MOTION:** I move to approve all items on the consent agenda as presented.

# AACA ANTIQUE AUTOMOBILE SHOW - DOWNTOWN BRISTOL



**BRISTOL, VIRGINIA CITY COUNCIL**  
**AGENDA ITEM SUMMARY**  
**Item 9.6**

Meeting Date: May 28, 2019  
Department: Finance  
Staff Contact: Tamrya Spradlin

---

**AGENDA ITEM WORDING:** Consider a supplemental appropriation of **\$100,099** to the FY19 Budget per the Items Listed Below.

**City Treasurer**

Appropriate the proceeds of a refund received for postage.

|             |                  |                           |      |
|-------------|------------------|---------------------------|------|
| Expenditure | 4-001-12070-5210 | Postage                   | \$74 |
| Revenue     | 3-001-19010-0033 | Recovered Costs-Treasurer | \$74 |

**Fire Department**

Appropriate a donation received to operating supplies.

|             |                  |                                |      |
|-------------|------------------|--------------------------------|------|
| Expenditure | 4-001-32010-6014 | Operating supplies & materials | \$25 |
| Revenue     | 3-001-18040-0002 | Donations & Gifts-Fire Dept.   | \$25 |

**School Transfer**

Appropriate interest funds received to the School Local Capital Projects Fund.

|             |                  |                               |           |
|-------------|------------------|-------------------------------|-----------|
| Expenditure | 4-001-61010-9205 | School Transfers-Capital Fund | \$100,000 |
| Revenue     | 3-001-15010-0001 | Interest on Bank Deposits     | \$100,000 |

---

**ITEM BACKGROUND:**

On June 12, 2018, the Bristol Virginia City Council adopted the FY19 Budget. The above items are an additional appropriation to the original budget.

---

**PREVIOUS RELEVANT ACTION:**

June 12, 2018, the adoption of the FY19 Budget

---

**STAFF RECOMMENDATIONS:**

Staff recommends that Council approve the supplemental appropriation as listed.

**DOCUMENTATION:**      Included   X                Not Required\_\_\_\_\_

**MOTION:**



UNITED STATES  
POSTAL SERVICE®

# POSTAL MONEY ORDER

Serial Number

25472369338

Year, Month, Day  
2019-05-02

Post Office  
242010

U.S. Dollars and Cents

\$73.53

Seventy Three Dollars and 53/100 \*\*\*\*\*

Amount

Clerk 04

Pay to

City of B-VA Treas

Address

From

USPS

Address

111 6th St

Memo

Box 1 TN 37620

© 2008 United States Postal Service. All Rights Reserved.

SEE REVERSE WARNING • NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS





# CITY OF BRISTOL VIRGINIA

300 Lee Street, Bristol, Virginia 24201

TO: Tamrya Spradlin, CFO

FROM: Fire Chief Mike Armstrong

RE: Supplemental Budget Appropriation FY 2018-2019

DATE: 5/13/19

We are requesting that the following budget supplemental appropriation be presented and approved.

On 5/13/19, we received a check from KS Promotional Products donating \$25 to the Fire Department:

Funds: \$25

Purpose: Equipment and supplies for Emergency Management pet sheltering trailer

Revenue: 3-001-18040-002

Expenditure: 4-001-32010-6014

Signature: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "James M. Armstrong", is written over a horizontal line.

**KS PROMOTIONAL PRODUCTS**  
8693 RICH VALLEY RD.  
BRISTOL, VA 24202  
276-669-4768

FIRST BANK & TRUST CO.  
BRISTOL, VA 24201

15153  
68-446/514

5/9/2019

PAY TO THE  
ORDER OF

**Bristol Virginia Fire Dept.**

\$ **\*\*25.00**

**Twenty-Five and 00/100\*\*\*\*\***

DOLLARS

**Bristol Virginia Fire Dept.**

  
AUTHORIZED SIGNATURE

MEMO **contribution 5k**

SECURITY FEATURES INCLUDED. DETAILS ON BACK



**BRISTOL VIRGINIA PUBLIC SCHOOLS**

220 Lee Street  
Bristol, Virginia 24201  
(276) 821-5600 – Fax (276) 821-5601

**Bristol Virginia School Board**

Randy Alvis, Chair  
Steve Fletcher, Vice Chair  
Ronald Cameron  
R. Tyrone Foster  
Randall White

Keith Perrigan, Ed.D.  
Superintendent

Gary Ritchie  
Assistant Superintendent

May 20, 2019

Mr. Randall Eads, City Manager  
City of Bristol Virginia  
300 Lee Street  
Bristol, Virginia 24201

Dear Mr. Eads:

The Bristol Virginia School Board and City Council have made a tentative agreement to begin work on the safety and accessibility of the City's four elementary schools.

The Bristol Virginia School Board respectfully requests an additional appropriation of \$100,000 to the Local Capital Projects fund to support the cost of building safety vestibules at each elementary school and at least one male and one female ADA compliant restroom at each elementary school. An additional appropriation request will be for the FY 2020 budget once costs are better defined. The FY 19 additional appropriation request will be reported as follows:

|             |                                |   |           |
|-------------|--------------------------------|---|-----------|
| Revenue     | 7-0-001-5-0000-00-50000-0000-4 | Appropriation from City   | \$100,000 |
| Expenditure | 7-1-001-9-9000-00-66600-8200-5 | Vestibules and ADA Compliant Restrooms (all elementary schools) | (100,000) |

This supplemental appropriation will bring the total Local Capital Projects Fund appropriation to \$317,100 for FY 19.

The Board and I thank you for your continued support.

Sincerely,

Keith S. Perrigan, Ed.D.  
Superintendent

cc: Members, City Council  
Members, School Board  
Tamrya Spradlin, Chief Financial Officer

**BRISTOL, VIRGINIA CITY COUNCIL  
AGENDA ITEM SUMMARY  
Item # 9.7**

Meeting Date: May 28, 2019  
Department: Finance  
Staff Contact: Tamrya Spradlin

---

**AGENDA ITEM WORDING:**

Consider Purchase Requisitions –Total Amount: \$92,396.20

Sheriff's Office; \$61,000

Inmate Housing                      \$61,000.00

Inmate Medical                      \$1,000

Public Works; Cabela Drive Extension \$31,396.20

Pay Application No. 8              \$28,980.30

Pay Application No. 9              \$2,415.90

---

**ITEM BACKGROUND:**

The items are presented to City Council for payment approval.

---

**PREVIOUS RELEVANT ACTION:**

N/A

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**STAFF RECOMMENDATIONS:**

Approval.

---

**DOCUMENTATION:**      Included   X                Not Required \_\_\_\_\_

**MOTION:** I move to approve all items on the consent agenda as presented.



## City of Bristol Virginia Department Purchase Requisition Form

|                     |                                    |
|---------------------|------------------------------------|
| Date of Requisition | Monday, May 6, 2019                |
| Department Name:    | Engineering                        |
| Purpose/Description | (IDA Contract) Cabela Dr Extension |

|                               |  |   |  |
|-------------------------------|--|---|--|
| Vendor Ordered/Purchased From | W-L Construction & Paving, Inc.            |   |  |
| Payment to: please check one  | <input checked="" type="checkbox"/> Vendor | <input type="checkbox"/> paid by City Credit Card |  |

|                  |                        |  |
|------------------|------------------------|--|
| Purchase Order # |                        | A purchase order is required if the amount purchase is over \$500. A purchase order is to be obtained before making purchase |
| Invoice Number:  | Pay Applications 8 & 9 |  |
| Date Received:   | Tuesday, March 5, 2019 |  |
| Received By:     | Wallace McCulloch      |  |

| Material & Description | Charge to |           | Unit Price | QTY (#)      | AMOUNT              |
|------------------------|-----------|-----------|------------|--------------|---------------------|
|                        | Dept #    | Account # |            |              |                     |
| Pay Application No. 8  | 95720     | 8112      |            |              | \$ 28,980.30        |
| Pay Application No. 9  | 95720     | 8112      |            |              | \$ 2,415.90         |
|                        |           |           |            |              |                     |
|                        |           |           |            |              |                     |
|                        |           |           |            |              |                     |
| <b>G.O. Bond</b>       |           |           |            | <b>Total</b> | <b>\$ 31,396.20</b> |

Fiscal Year Budget

Budget Remaining After Purchase

|                         |   |                                 |
|-------------------------|---|---------------------------------|
| Department Approval:    | <hr style="border: 0; border-top: 1px solid black;"/> | Approval Level<br>Up to \$5,000 |
| CFO Signature:          | <hr style="border: 0; border-top: 1px solid black;"/> | Up to \$10,000                  |
| City Manager Signature: | <hr style="border: 0; border-top: 1px solid black;"/> | Up to \$15,000                  |
| Council Approved Date   |   | Over \$15,000                   |
| Quotes Attached         |   | rev 06/29/2017                  |



# City of Bristol Virginia Department Purchase Requisition Form

COPY

|                     |                             |
|---------------------|-----------------------------|
| Date of Requisition | Monday, May 06, 2019        |
| Department Name:    | Bristol VA Sheriff's Office |
| Purpose/Description | Inmate Housing April 2019   |

|                               |  |   |
|-------------------------------|--|---|
| Vendor Ordered/Purchased From | Southwest VA Regional Jail Authority       |   |
| Payment to: please check one  | <input checked="" type="checkbox"/> Vendor | <input type="checkbox"/> paid by City Credit Card |

|                  |              |  |
|------------------|--------------|--|
| Purchase Order # |              | A purchase order is required if the amount purchase is over \$500. A purchase order is to be obtained before making purchase |
| Invoice Number:  |              |  |
| Invoice Date:    |              |  |
| Received By:     | Capt Collins |  |

| Material & Description    | Charge to |           | Unit Price | QTY (#)      | AMOUNT           |
|---------------------------|-----------|-----------|------------|--------------|------------------|
|                           | Dept #    | Account # |            |              |                  |
| INMATE HOUSING April 2019 | 33010     | 3142      | 60,000.00  | 1            | 60,000.00        |
| Medical Expense           | 33010     | 3143      | 1,000.00   | 1            | 1,000.00         |
|                           |           |           |            |              | 0.00             |
|                           |           |           |            |              | 0.00             |
|                           |           |           |            |              | 0.00             |
|                           |           |           |            | <b>Total</b> | <b>61,000.00</b> |

Fiscal Year Budget      2018-2019      \$542,756

Budget Remaining After Purchase      \$ 56,395

Department Approval:

Capt. D. Collins

Approval Level  
Up to \$5,000

CFO Signature:

Jamaya Spradli

Up to \$10,000

City Manager Signature:

Randall C. S. of 5/12/19

Up to \$15,000

Council Approved Date

\_\_\_\_\_

Over \$15,000

Quotes Attached

\_\_\_\_\_

rev 12/06/2017

Packing Slip/Bill of Lading Attached

\_\_\_\_\_