



City Council
Archie Hubbard, III, Mayor
Bill Hartley, Vice Mayor
Catherine Brillhart, Council Member
Guy P. Odum, Council Member
Jim Steele, Council Member



BRISTOL VIRGINIA CITY COUNCIL
300 Lee Street
Bristol, Virginia 24201
May 24, 2016

6:00 p.m.
Call to Order
Moment of Silence
Pledge of Allegiance

- A. Matters to be Presented by Members of the Public – Non-Agenda Items.
- B. Mayor’s Minute and Council Comments.

REGULAR AGENDA:

- 1. Public Hearing Regarding a Budget Ordinance for Fiscal Year 2016-2017.
 - a. Open Public Hearing for Discussion
 - b. Staff Report
 - c. Public Comments
 - d. Council Discussion
 - e. Close Public Hearing
- 2. Public Hearing Regarding the Proposed Cigarette Tax Ordinance.
 - a. Open Public Hearing for Discussion
 - b. Staff Report
 - c. Public Comments
 - d. Council Discussion
 - e. Close Public Hearing
- 3. Consider a Resolution Authorizing the Highlands Community Services Board to Apply for and Accept Financing for the Construction of its Children’s Campus Located in Abingdon, Virginia.

- a. Staff Report
 - b. Public Comments
 - c. Reading of Resolution
 - d. Council Motion and Second
 - e. Council Discussion
 - f. Roll Call
4. Consider a Resolution Authorizing the Highlands Community Services Board to Apply for and Accept Refunding Financing for its Properties Located at 608 and 610 Campus Drive, Abingdon, Virginia.
- a. Staff Report
 - b. Public Comments
 - c. Reading of Resolution
 - d. Council Motion and Second
 - e. Council Discussion
 - f. Roll Call
5. Consider a Resolution of Sole Source Determination for Negotiation with Wireless Communications, Inc.
- a. Staff Report
 - b. Public Comments
 - c. Reading of Resolution
 - d. Council Motion and Second
 - e. Council Discussion
 - f. Roll Call

CONSENT AGENDA: (All of the items below will be voted on as a block)

- 6.1 Consider Street Closure Request for Celebrate Bristol Fourth of July Event – July 1, 2016
- 6.2 Consider Approval of the Minutes: Regular Meeting – May 10, 2016
Called Meeting – May 11, 2016
- 6.3 Consider Budget Appropriations:

Consider appropriating \$35,055 to the FY16 budget per the items listed below:

Fire Department		\$13,562.00	
Appropriate recovered cost for Hazmat Expenses.			
Expense	4-001-32010-1238	Overtime	9,968.00
Expense	4-001-32010-5530	Travel	517.00
Expense	4-001-32010-8101	Other Equipment	68.00
Revenue	3-001-24010-0050	State-Miscellaneous	10,553.00

Appropriate reimbursement for training costs by other localities.			
Expense	4-001-32010-5540	Education & Training	110.00
Revenue	3-001-19010-0007	Recovered Costs	110.00

Appropriate reimbursement for training costs by other localities.			
Expense	4-001-32010-6014	Operating Supplies	2,049.00
Revenue	3-001-19010-0007	Recovered Costs	2,049.00

Appropriate restitution funds received.			
Expense	4-001-32010-5540	Education & Training	850.00
Revenue	3-001-19010-0007	Recovered Costs	850.00

Police Department **\$18,741.00**

Appropriate restitution funds received.			
Expense	4-001-31010-6014	Operating Supplies	730.00
Revenue	3-001-19010-0009	Recovered Costs	730.00

Appropriate donation received in Memory of K-9 "Zorro".			
Expense	4-001-31010-6014	Operating Supplies	300.00
Revenue	3-001-18020-0001	Donations	300.00

Appropriate insurance recovery funds received to repair police vehicles			
Expense	4-001-31010-3320	Maint. of Equipment	17,711.00
Revenue	3-001-18020-0003	Insurance Recovery	17,711.00

Parks & Recreation-Programming **\$752.00**

Appropriate donation for disc golf sign.			
Expense	4-001-71030-6014	Operating Supplies	752.00
Revenue	3-001-18020-0001	Donations	752.00

Community Development **\$2,000.00**

Appropriate reimbursement for "Believe" film expenditures.			
Expense	4-001-81190-6002	Food & Food Supplies	2,000.00
Revenue	3-001-19010-0042	Recovered Costs	2,000.00

- a. Council Motion and Second
- b. Roll Call

C. Adjournment

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

Meeting Date: May 24, 2016

Department: City Manager

Bulk Item: Yes No X

Staff Contact: Tabitha Crowder

AGENDA ITEM WORDING:

Public Hearing regarding a Budget Ordinance for Fiscal Year 2016-2017

ITEM BACKGROUND:

On May 10, 2016 the City Manager presented to Council the draft budget for FY2016-2017. On May 11, 2016 outside agencies gave presentations in relation to budget requests they have made. Attached is the proposed FY2016-2017 budget which has been developed based on the previous budget workshops.

PREVIOUS RELEVANT ACTION:

Public Hearing for this proposed Ordinance was advertised in the Bristol Herald Courier on May 15, 2016.

Staff Recommendations:

N/A

DOCUMENTATION: Included X Not Required

MOTION: None.

Send a message 423-878-5275

2015 Venza
100 mi, \$31,500,
Package, 4 dr. w/ hatch
Int cond. 276-614-4463

77 Accord: White/
Miles Factory
Non-Smoker \$3300

Utility Vehicles

99 FORD EXP. XLT
4. W/ TOWING PKG.
149,000 miles,
LY MAINT THROUGHOUT
OF VEHICLE. \$5,500
423-335-7751

Automotive-Wanted

Top dollar\$ for
Cars, & Trucks.
Free PkUp.
276-356-2889

LEGAL ADS

Legal Notices

NOTICE CITY OF BRISTOL, VIRGINIA NOTICE OF PUBLIC HEARING ON PROPOSED CIGARETTE TAX ORDINANCE

A hearing will be held on
2016 at 6:00 pm in the City
Chambers, City Hall, 300
Lee Street. The hearing will be
open to the public and anyone de-
siring to be heard will be allowed
to present testimony with such rea-
sonable time limits as shall be de-
termined by City Council.

Propose of the Public Hearing
consider an Ordinance to Re-
enact Article III Ciga-
rette Section 78-57 Imposition;
Seller Liable. The proposed
Ordinance will raise the tax on
cigarettes containing
tar or fewer sold within the
next fourteen cents (.14) to
seventeen cents (.17).

Proposals, Requests For

LEGAL NOTICE

Contractors, Inc. is soliciting
DBE material suppliers
Contractors for the "City of
2015 CDBG Wastewater
Treatment Plant Improvements."
Bids May 26, 2016 @ 2:00
PM. The project consists of replacing
sanitary pumps, valves,
manholes, media, electric
and painting. Interested
parties can contact T&B Contract-
ors, Inc. @ (423) 968-5967 or Fax
(423) 968-7315 or E-mail to
tandb@tcontractors.net

NOTICE

CITY OF BRISTOL, VIRGINIA NOTICE OF PUBLIC HEARING PROPOSED FY2016-2017 BUDGET APPROPRIATION ORDINANCE

A Public Hearing will be held on May 24, 2016 at 6:00 pm in the City Council
Chambers, City Hall, 300 Lee Street. The hearing will be open to the public
and anyone desiring to be heard will be allowed to present testimony within
such reasonable time limits as shall be determined by City Council.

Tabitha H. Crowder
City Manager

BUDGET ORDINANCE FOR FY 2016-17

MAKING GENERAL FUND, CAPITAL PROJECT FUND, AND SOLID WASTE DISPOSAL ENTERPRISE FUND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017 IN THE AMOUNT OF \$56,987,771, \$2,116,540 AND \$7,531,911 RESPECTIVELY AND REGULATING PAYMENTS OUT OF THE CITY TREASURY; AND ALSO FIXING THE TAX RATE ON REAL AND PERSONAL PROPERTY FOR FISCAL YEAR 2017.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BRISTOL, VIRGINIA:

SECTION 1: That the amounts named herein, aggregating \$56,987,771 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, 2016 and ending June 30, 2017, as the same is set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$2,116,540 are hereby appropriated from the Capital Project Fund for the use of the several departments of the City Government for the fiscal year beginning July 1, 2016 and ending June 30, 2017 as set forth in the budget adopted pursuant to Section 3 hereof. That the amounts named herein, aggregating \$7,531,911 are hereby appropriated from the Solid Waste Disposal Fund for the use of solid waste disposal operations for the 2016 fiscal year.

SECTION 2: That the rate of taxation on Real Estate Property be fixed at \$1.19 (One Dollar and Nineteen Cents) on the hundred dollars assessed valuation for the fiscal year beginning July 1, 2016 and ending June 30, 2017. 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 fiscal year beginning July 1, 2016 and ending June 30, 2017, 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 fiscal year beginning July 1, 2016 and ending June 30, 2017, and an assessment ratio of 30%. 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. That the salaries, wages, and allowances set out in the budget statement and adopted by City Council for the fiscal year beginning July 1, 2016 and ending June 30, 2017 be, and they are hereby authorized and fixed as the maximum allowance to be allowed officers and employees for the services rendered, unless otherwise provided by ordinance, provided, however, that the City Manager is authorized to make such rearrangement of positions in the departments of the City as may best meet the needs and interests of the City and to transfer parts of salaries from one department to another when extra work or personnel are transferred from one department to another.

SECTION 4: Upon the recommendation of the City Manager and when said new appropriation is approved by 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 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: If the timing of receipt of revenues in the course of the fiscal year requires the borrowing of money to support expenditures within the appropriations herein authorized in anticipation of receipt of future revenues, it is hereby authorized that the City may issue its promissory note or notes from time to time during the fiscal year and may borrow and re-borrow thereunder so long as at no time shall the aggregate principal amount of all notes outstanding exceed \$6,000,000.00 (Six Million Dollars). Each and all of said notes shall have a maturity date no later than one year from date of issue. Each and all such notes shall be payable exclusively from the taxes and revenues for the City of Bristol Virginia. This note or notes of the City shall be backed by the full faith and credit of the City and shall be general obligation bonds.

SECTION 6: This ordinance to take effect July 1, 2016, the best interests of the City requiring it.

NOTICE

CITY OF BRISTOL, VIRGINIA

Bids must be accompanied by a bid guarantee as specified in the Instructions to Bidders.

Each BIDDER must be licensed as a Class A contractor in the State of Virginia; BIDDERS are instructed to review Chapter 11, Title 54.1, Code of Virginia prior to bidding.

Bidders shall comply with Executive Order 11246, entitled, "Equal Employment Opportunity," as amended by Executive Order 11375 and as supplemented in Department of Labor regulations (41 CFR Part 60).

MBE/WBE firms are encouraged to submit bids.

The Contract will be awarded to the lowest responsive and responsible BIDDER. The OWNER reserves the right to reject any and all Bids if it appears in its best interest to do so.

May 15, 2016
Date
Dickenson County Public Service Authority
Ron Phillips, Executive Director
By

ADVERTISEMENT - (LEGAL NOTICE TO BIDDERS)

Sealed bids, subject to the conditions herein, will be received until 3:00 PM, Local Eastern Time, on June 9, 2015, by the Tri-Cities Airport Authority (Owner) at the Airport Board Room (second floor) in the Main Terminal Building, Tri-Cities Regional Airport, TN/VA, Blountville, TN, and at that hour opened and publicly read, for furnishing all labor and materials and performing all work connected with the following project:

Tri-Cities Regional Airport, TN/VA
"General Aviation Ramp Expansion and Rehab - Phase 3"

The project will include site preparation for future general aviation aircraft hangars. Project elements include site grading, relocation of 600 linear feet of waterline and gas line, storm drainage, underground utilities, fencing, approximately 3,500 square yards of taxilane pavement and 700 square yards of concrete helicopter parking pavement.

Copies of the Plans, Project Manuals, Conditions, Proposals, etc., may be examined at the following locations after May 18, 2016:

Tri-Cities Airport Authority 2525 Highway 75, Suite 305 Blountville, TN 37617 (423) 325-6010	AGC Plan Room 249 Neal Drive Blountville, TN 37617 (423) 323-7121
Atkins 404 BNA Drive, Suite 600 Nashville, TN 37217 (615) 399-0298	McGraw Hill Construction Dodge 622 Leroy Avenue Knoxville, TN 37921 (865) 673-9042

Please contact Atkins at the phone number indicated in the table above for a .pdf of the Plans and Project Manuals. Bidders are responsible for printing/copying of project documents.

A Pre-Bidding Conference will be held at 3:30 PM, Local Eastern Time, on **May 25, 2016**, at the Tri-Cities Regional Airport, TN/VA, Airport Board Room (second floor) for the purposes of answering questions, discussing the project, and reviewing the project site. **Attendance at this conference by an appropriate contractor representative is highly encouraged, but not mandatory in order to be eligible to submit a bid.**

Each proposal must be accompanied by a Bidder's Bond on the form contained in the Project Manual, Section B, from a Surety Company acceptable to the Owner or a Cashier's Check or Certified Check made payable to the Tri-Cities Airport Authority for not less than 5 percent of the total amount of the bid. A 100% Contract Payment and Performance Bond will be required upon successful bid as part of the execution of the project contracts.

The Owner reserves the right to reject any and/or all proposals/bids, to waive any/all information and technicalities in the proposals/bids received, to the extent permitted by applicable law, and to accept any proposals/bids which, in its sole discretion, is in the best interest of the Owner, if permitted by applicable law. All bids must comply with applicable local, state and federal laws.

The complete examination and understanding of the Plans, Project Manual, and the proposed work site is necessary in order for the bidder to properly submit a proposal. Prospective bidders must read the instructions for preparing proposals/bids in the Project Specifications carefully before submitting their proposals/bids and must supply all the information required therein within the time limits specified.

Proposals/bids are required to remain open for acceptance or rejection for a period of one hundred and twenty (120) days after the bid opening at which time the Owner, or Owner's ODR, will notify successful bidder with a written, Notice of Award. If the successful bidder fails to execute and deliver the contracts and furnish the required contract security and insurance certificates within ten (10) days after Notice of Award has been received, owner may annul the Notice of Award and the Bid Security of the bidder will be forfeited to owner as liquidated damages for such withdrawal, failure or refusal.

The proposal/bid of any bidder will be rejected if the award of the work for which the proposal/bid is submitted may, in the judgment of the Owner, affect the workmanship, financing or progress of other work awarded to the bidder in the same letting or other work which the bidder may have under contract. Award of this contract is contingent upon the availability of funds.

The funding of this Project requires a successful bidder to satisfy all requirements of FAA/Federal and/or State Department of Transportation construction contracts, including, but not limited to, Participation by Disadvantaged Business Enterprises (DBE), Affirmative Action, Labor and Wage Rates, and

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 423-968-3302, 423-863-6208.

Tools

SAWMILLS FROM ONLY \$4,397.00-
 Make & Save Money with your own
 bandmill- Cut lumber any dimension. In
 stock ready to ship! FREE Info/DVD: ww
 w.NorwoodSawmills.com 1-800-578-
 1363 Ext.300N

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Horses, Cattle

ANGUS BULLS FOR SALE
 Ten Large X, Prophet, Upward
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Farmers Livestock Market
 5 mi west of Tazewell on
 Hwy. 19460
 Livestock Auction every
 Thursday at 6PM
 Flea Market every Monday
 at 6AM
276-988-5501 or
276-970-8301

WEST KENTUCKY SELECT BRED HEIFER
SALE - Selling 250 Fall Calving Bred
 Heifers - www.kyheifersale.com
 Tuesday, May 24, 7:00 PM CT. KY-TN
 Livestock Market Guthrie, KY.

RECREATION

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BOAT GARAGE- 25'X15' metal
 boat garage w/boat lift, sink,
 pump & garage door. \$1500 obo
423-967-2252

Call to Advertise in the Classifieds!

quote to (423) 968-7315 or E-mail to
 ksmith_1@tbcontractors.net.

SECTION 2. This Ordinance shall be subject to the approval of the
 City requiring it.

NOTICE

CITY OF BRISTOL, VIRGINIA
NOTICE OF PUBLIC HEARING PROPOSED FY2016-2017
BUDGET APPROPRIATION ORDINANCE

A Public Hearing will be held on May 24, 2016 at 6:00 pm in the City Council Chambers, City Hall, 300 Lee Street. The hearing will be open to the public and anyone desiring to be heard will be allowed to present testimony within such reasonable time limits as shall be determined by City Council.

Tabitha H. Crowder
 City Manager

SYNOPSIS OF BUDGET ESTIMATE (2016-2017)

REVENUE	
CITY OPERATIONS & CAPITAL PROJECT FUNDS	
Total Revenue From Local Sources	36,693,422
Total Revenue From Commonwealth	17,571,676
Total Revenue From Federal Government	3,552,393
Total Other Financing Sources	1,286,820
Total Revenue From City Operations & Capital Project Funds	59,104,311
SCHOOL OPERATIONS	
Total Revenue From Local Sources	9,735,444
Total Revenue From Commonwealth	13,081,556
Total Revenue From Federal Government	2,663,191
Total Other Financing Sources	671,395
Total Revenue From School Operations	26,151,586
SOLID WASTE	
Total Revenue	7,531,911
TOTAL REVENUE CITY, SCHOOLS, AND SOLID WASTE	92,787,808
EXPENDITURES	
CITY OPERATIONS	
Total Expenditures-General Fund	56,987,771
Total Expenditures-Capital Project Fund	2,116,540
SCHOOL OPERATIONS	
Total Expenditures	26,151,586
SOLID WASTE	
Total Expenditures	7,531,911
TOTAL EXPENDITURES CITY, SCHOOLS, AND SOLID WASTE	92,787,808

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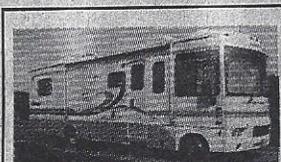
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 needed.
 1-888-424-9419.

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 Saunders Estate, 450+/- Acres offered
 in 8 Tracts located in Pulaski County,
 Virginia. Tract 1 features a 3,000± sq.
 ft. Brick Ranch House, 3 Bedroom, 2 1/2
 Bathes. Friday, May 20 at 11:00 am. Call
 today or visit woltz.com for more
 information and preview dates.
 George A. McConnell (VA #226) (540)
 353-1108 (mobile). Woltz & Associates,
 Inc. (VA #321) Real Estate Brokers &
 Auctioneers 800-551-3588.

Kitchen & bathroom never used.
 Extras too numerous to list
 \$10,000.00 firm.
 276-628-2617 or 276-492-6705

Motor Homes, RVs



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 Winnebago Sightseer, 33L,
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\$29,500 (276) 356-3004

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**BRISTOL
 Herald Courier**

Clintwood, VA 242

Separate sealed BI
 for the Dickenson C
 struction of approx
 14,435 L.F. of 4-inch
 reconstructions; one
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 Public Service Auth
 2:00 P.M., local pre
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**BRISTOL, VIRGINIA CITY COUNCIL
AGENDA ITEM SUMMARY**

Meeting Date: May 24, 2016

Department: City Manager

Bulk Item: Yes No

Staff Contact: Tabitha Crowder

AGENDA ITEM WORDING:

Public Hearing Regarding an Ordinance to Repeal and Reenact Article III Cigarette Tax §78-57 Imposition; Rate; Seller Liabile.

ITEM BACKGROUND:

The purpose of the Public Hearing is to consider an Ordinance to Repeal and Reenact Article III Cigarette Tax Section 78-57 Imposition; Rate; Seller Liabile. The proposed amendment will raise the tax on packages of cigarettes containing thirty (30) or fewer sold within the City from fourteen cents (.14) to seventeen cents (.17). The hearing will be open to the public and anyone desiring to be heard will be allowed to present testimony with such reasonable time limits as shall be determined by City Council.

PREVIOUS RELEVANT ACTION:

Public Hearing for this proposed Ordinance was advertised in the Bristol Herald Courier on May 15, 2016.

Staff Recommendations:

N/A

DOCUMENTATION: Included Not Required

MOTION: None.

our classified dept.
or email bellliott@tnpress.com

**SAWMILLS from only \$4397.00-
MAKE & SAVE MONEY** with your own
brandmill- Cut lumber and dimension.
In stock ready to ship! FREE Info/DVD:
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Solution!** One call & your 25 word ad
will appear in 100 Tennessee newspa-
pers for \$275/wk or 35 East TN
newspapers for \$120/wk. Call this
newspaper's classified advertising
dept. or go to www.tnadvertising.biz.

Yard and Estate Sales

2 Family Yard Sale

Sat and Sun 8 am - 4 pm
14152 Middle Pointe Court,
Abingdon, Va
(Between Bristol and Abingdon)
To many items to list !!!

ONE OF A KIND ART GALLERY LIQUIDATION SALE.

EVERYTHING MUST GO!

Art supplies, furniture, cash registers,
computer, many misc. items. All
supplies at cost or below. Additional
discount of 10% for cash sales.

No personal checks!

Saturday May 21 11-4

604 State St. BRTN. 423-612-2203

Yard Sale

Sat only 8-?

14130 Brynwood Dr, Bristol, Va
(near High Point Elementary)
hh items, clothing, home decor,
ladies Harley Davidson leather
jackets (size lrg), shirts & boots

MERCHANDISE

Miscellaneous Wanted



**DIABETIC
TEST STRIPS
WANTED!**
Sell your
SEALED test
strips. Up
to \$25 for
One Touch,
Freestyle

and others. Call Beth (757)235-4496.

Firewood, Fuel

PAUL C SLAYERS

TREE CUTTING COMPANY INC
We cut big trees! Chipper &
stump grinding. We split wood!
Deliver to Russell, Scott,
Smyth, Wash & Sullivan.
GET YOUR WOOD NOW!
100 loads ready to deliver.
Cheap Price & Estimates!
Thank you. 423-502-7691

Medical Equipment

NEW AMERIGLIDE "VESTA" STAIR LIFT-

Reg. Internet price \$3799.00
Electric or battery operation,
Self installable, Rack & pinion drive,
300lb. weight capacity,
Cut to fit- 15 steps or less.

Call & leave a message 423-878-5275

2015 Venza

17,000 mi, \$31,500,
luxury package, 4 dr. w/ hatch
back, mint cond. 276-614-4463

Honda 2007 Accord: White/
Beige 92k Miles Factory
Navigation Non-Smoker \$3300
7579187054

Sport Utility Vehicles

FOR SALE 99 FORD EXP. XLT
4DR, 4X4, W/ TOWING PKG.

149,000 miles,

PROPERLY MAINT THROUGHOUT
LIFE OF VEHICLE. \$5,500
423-335-7751

Automotive-Wanted

**We pay top dollar\$ for
Junk Cars, & Trucks.
Fast Free Pkup.
Call: 276-356-2889**

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Proposals, Requests For

LEGAL NOTICE

T&B Contractors, Inc. is soliciting
WBE/MBE DBE material suppliers
and subcontractors for the "City of
Luttrell 2015 CDBG Wastewater
Treatment Plant Improvements.
Project bids May 26, 2016 @ 2:00
P.M. Project consists of replacing
and rehabilitating pumps, valves,
piping, manholes, media, electric
panels, and painting. Interested
parties can contact T&B Contrac-
tors, Inc. @ (423) 968-5967 or Fax
quote to (423) 968-7315 or E-mail to

NOTICE

CITY OF BRISTOL, VIRGINIA NOTICE OF PUBLIC HEARING PROPOSED FY2016-2017 BUDGET APPROPRIATION ORDINANCE

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Tabitha H. Crowder
City Manager

BUDGET ORDINANCE FOR FY 2016-17

**MAKING GENERAL FUND, CAPITAL PROJECT FUND, AND SOLID WASTE DISPOSAL
ENTERPRISE FUND APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY
1, 2016 AND ENDING JUNE 30, 2017 IN THE AMOUNT OF \$56,987,771,
\$2,116,540 AND \$7,531,911 RESPECTIVELY AND REGULATING PAYMENTS OUT
OF THE CITY TREASURY; AND ALSO FIXING THE TAX RATE ON REAL AND PER-
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SECTION 1: That the amounts named herein, aggregating \$56,987,771 are here-
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of the City Government for the fiscal year beginning July 1, 2016 and ending
June 30, 2017, as the same is set forth in the budget adopted pursuant to Section
3 hereof. That the amounts named herein, aggregating \$2,116,540 are
hereby appropriated from the Capital Project Fund for the use of the several
departments of the City Government for the fiscal year beginning July 1, 2016
and ending June 30, 2017 as set for in the budget adopted pursuant to Section
3 hereof. That the amounts named herein, aggregating \$7,531,911 are hereby
appropriated from the Solid Waste Disposal Fund for the use of solid waste
disposal operations for the 2016 fiscal year.

SECTION 2: That the rate of taxation on Real Estate Property be fixed at \$1.19
(One Dollar and Nineteen Cents) on the hundred dollars assessed valuation
for the fiscal year beginning July 1, 2016 and ending June 30, 2017. That the
rate of taxation on Personal Property for Automobiles, Trucks, and Horse Trail-
ers, be fixed at \$2.60 (Two Dollars and Sixty Cents) on the hundred dollars as-
sessed valuation for the fiscal year beginning July 1, 2016 and ending June 30,
2017, 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 fiscal year
beginning July 1, 2016 and ending June 30, 2017, and an assessment ratio of
30%. This is in order to secure the amount necessary to carry out the provi-
sions 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 here-
by adopted by City Council and incorporated in this budget ordinance by refer-
ence pursuant to Section 10.04 of the City Charter. That the salaries, wages,
and allowances set out in the budget statement and adopted by City Council
for the fiscal year beginning July 1, 2016 and ending June 30, 2017 be, and
they are hereby authorized and fixed as the maximum allowance to be al-
lowed officers and employees for the services rendered, unless otherwise pro-
vided by ordinance, provided, however, that the City Manager is authorized to
make such rearrangement of positions in the departments of the City as may
best meet the needs and interests of the City and to transfer parts of salaries
from one department to another when extra work or personnel are transfer-
red from one department to another.

SECTION 4: Upon the recommendation of the City Manager and when said
new appropriation is approved by 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 appropri-
ations 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 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 of-
fice.

SECTION 5: If the timing of receipt of revenues in the course of the fiscal year
requires the borrowing of money to support expenditures within the appropri-
ations herein authorized in anticipation of receipt of future revenues, it is
hereby authorized that the City may issue its promissory note or notes from
time to time during the fiscal year and may borrow and re-borrow thereunder
so long as at no time shall the aggregate principal amount of all notes out-
standing exceed \$6,000,000.00 (Six Million Dollars). Each and all of said notes
shall have a maturity date no later than one year from date of issue. Each
and all such notes shall be payable exclusively from the taxes and revenues
for the City of Bristol Virginia. This note or notes of the City shall be backed
by the full faith and credit of the City and shall be general obligation bonds.

SECTION 6: This ordinance to take effect July 1, 2016, the best interests of the

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

Meeting Date: May 24, 2016

Department: City Manager's Office

Bulk Item: Yes No ✓

Staff Contact: Tabitha Crowder

AGENDA ITEM WORDING:

Consider Resolution Authorizing the Highlands Community Services Board to Apply for and Accept financing for the Construction of its Children's Campus located in Abingdon, Virginia.

ITEM BACKGROUND:

Highlands Community Services request the consideration of a resolution to obtain approval for the new bonds for the Children's Campus project and refunding of the bonds financing the main Campus Drive property.

PREVIOUS RELEVANT ACTION:

On July 12, 2016, City Council authorized HCS to apply for and accept loans to fund the Children's Campus Construction Project and to refinance existing USDA Rural Development Loans.

Staff Recommendations:

Recommends approval.

DOCUMENTATION: Included ✓ Not Required_____

MOTION: I move to approve a Resolution authorizing Highlands Community Services board to apply for and accept financing for the construction of its children's campus.

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF BRISTOL, VIRGINIA

WHEREAS, the Highlands Community Services Board was established by resolutions adopted September 12, 1972 and September 20, 1972 by the City of Bristol, Virginia and Washington County, Virginia respectively; and,

WHEREAS, the Highlands Community Services Board intends to construct a children's campus which will be built on a 19.8 acre tract owned by Highlands Community Services located near the intersection of Baugh Lane and Walden Road in Washington County, Virginia; and,

WHEREAS, this facility will consist of 24,857 square feet to include administrative offices, classroom, kitchen, cafeteria, staff offices and a 7,327 square foot gymnasium; and,

WHEREAS, this facility will consolidate all of Highlands Community Services, services to children and adolescents presently other than outpatient services which will continue to be provided at Highlands Community Services Campus Drive, Abingdon, Virginia and those services located at Highlands Community Services, Oakview Avenue, Bristol, Virginia; and,

WHEREAS, it is contemplated that the Children's Campus will be completed by January, 2017; and,

WHEREAS, it is necessary that Highlands Community Service Board finance the project by the issuance of its qualified tax exempt Mental Health Facilities Revenue Bonds, not to exceed \$4,400,000.00; and,

WHEREAS, Highlands Community Services Board has obtained a qualified tax-exempt bond proposal from First Community Bank with a tax exempt interest rate of 2.55% with a 30 year amortization; and,

WHEREAS, the issuance of Mental Health Facilities Revenue Bonds by Highlands Community Services does not impact City of Bristol, Virginia financially; and,

WHEREAS, Section 37.2-504(11) of the Code of Virginia, 1950, as amended, required that all loans applied for by the Highlands Community Services Board be authorized by the establishing governing bodies.

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

1. The Highlands Community Services Board is authorized to apply for and accept financing for the construction of its children's campus, which will be built on a 19.8 acre tract owned by Highlands Community Services located near the intersection of Baugh Lane and Walden Road in Washington County, Virginia in an amount not to exceed \$4,400,000.00, as required by §37.2-504(11) of the Code of Virginia, 1950, as amended.

2. The bonds/note shall provide that the City of Bristol shall not be obligated to pay the bonds/notes or the interest thereon or other costs incident thereto and neither the faith and credit nor the taxing power of the Commonwealth of Virginia nor any political subdivision thereof, including but not limited to the City of Bristol shall be pledged thereto.

This Resolution shall take effect immediately.

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

Meeting Date: May 24, 2016

Department: City Manager's Office

Bulk Item: Yes No ✓

Staff Contact: Tabitha Crowder

AGENDA ITEM WORDING:

Consider Resolution Authorizing the Highlands Community Services Board to Apply for and Accept Refinancing for its Properties Located at 608 and 610 Campus Drive, Abingdon, Virginia.

ITEM BACKGROUND:

Highlands Community Services request the consideration of a resolution to obtain approval for the new bonds for the Children's Campus project and refunding of the bonds financing the main Campus Drive property.

PREVIOUS RELEVANT ACTION:

On July 12, 2016, City Council authorized HCS to apply for and accept loans to fund the Children's Campus Construction Project and to refinance existing USDA Rural Development Loans.

Staff Recommendations:

Recommends approval.

DOCUMENTATION: Included ✓ Not Required_____

MOTION: I move to approve a Resolution authorizing Highlands Community Services board to apply for and accept refinancing of its properties located at 608 and 610 Campus Drive, Abingdon, Virginia.

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF BRISTOL, VIRGINIA

WHEREAS, the Highlands Community Services Board was established by resolutions adopted September 12, 1972 and September 20, 1972 by the City of Bristol, Virginia and Washington County, Virginia respectively; and,

WHEREAS, the Highlands Community Services Board has previously financed its Abingdon, Virginia campus consisting of two buildings located at 608 and 610 Campus Drive, Abingdon, Virginia respectively; and,

WHEREAS, the initial financing of the property located at 608 Campus Drive was in the principal amount of \$9,204,000 at an interest rate of 4.125%; and,

WHEREAS, the initial financing of the property located at 610 Campus Drive was in the principal amount of \$1,500,000 at an interest rate of 4.5%; and,

WHEREAS, there is an outstanding balance owed on the 608 Campus Drive property in the amount of \$8,366,029; and,

WHEREAS, there is an outstanding balance owed on the 610 Campus Drive property in the amount of \$1,405,307; and,

WHEREAS, Highlands Community Services Board has obtained bond refunding proposals for the principal outstanding balances; and,

WHEREAS, First Community Bank has offered to refund the principal balances owed at an interest rate of 2.45% tax exempt rate for a period of thirty (30) years; and,

WHEREAS, the refunding financing represents a savings of in excess of \$3,000,000.00 over the thirty (30) year refunding period; and,

WHEREAS, the refunding financing does not impact the City of Bristol, Virginia financially; and,

WHEREAS, Section 37.2-504(11) of the Code of Virginia, 1950, as amended, required that all loans applied for by the Highlands Community Services Board be authorized by the establishing governing bodies.

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

1. The Highlands Community Services Board is authorized to apply for and accept refunding financing for its properties located at 608 and 610 Campus Drive, Abingdon, Virginia facilities in an amount not to exceed \$9,900,000.00 as required by §37.2-504(11) of the Code of Virginia, 1950, as amended.

2. The refunding bonds/note shall provide that the City of Bristol shall not be obligated to pay the refunding bonds/note or the interest thereon or other costs incident thereto and neither the faith and credit nor the taxing power of the Commonwealth of Virginia nor any political subdivision thereof, including but not limited to the City of Bristol shall be pledged thereto.

This Resolution shall take effect immediately.

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

Meeting Date: 05/24/2016

Department: Police

Bulk Item: Yes No Staff Contact: Chief John Austin, Capt. Darryl Milligan

AGENDA ITEM WORDING:

Consider a Resolution of Sole Source Determination for Negotiation with Wireless Communications, Inc.

ITEM BACKGROUND:

For reasons as stated in the proposed resolution, City Council is asked to consider adoption of the proposed resolution so that the County and City of Bristol may proceed to negotiations with Wireless Communications, Inc., to upgrade the City and County E-911 Public Safety Answering Point (PSAP) to allow each jurisdiction to provide back-up services to the other in the event of circumstances that disable or overwhelm either jurisdiction. The Virginia Public Procurement Act generally requires competitive bidding or competitive negotiation, but when the governing body determines that only one source is practicably available, a contract may be negotiated without first completing the competitive process.

PREVIOUS RELEVANT ACTION:

1. Memorandum of Understanding signed by Bristol City Manager Tabitha Crowder and Washington Co. County Administrator Jason Berry 09/29/2015 to participate in PSAP Shared Services Grant and Washington County to serve as the Fiscal Agent for the grant.
2. Grant application submitted 09/30/2015.
3. Grant application approved and grant awarded 01/16/2016, to begin 07/01/2016.

Staff Recommendations:

Staff recommends approval of the sole source determination for reasons stated in the resolution.

DOCUMENTATION: Included Not Required

MOTION: I move to approve a Resolution of Sole Source Determination for Negotiation with Wireless Communications, Inc.

ATTACHMENTS:

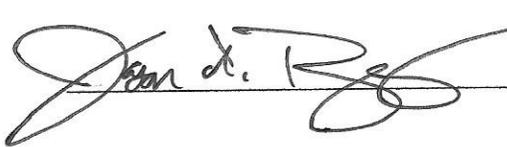
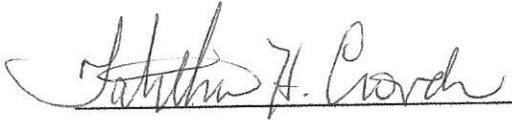
- Bristol Proposed Sole Source Resolution (WORD).
- FY17 PSAP Grant Application – Washington County-City of Bristol-Shared Services and FY17 PSAP Grant Award Letter – Washington – GRANT ID 139 (PDF).
- Memorandum of Understanding – Washington County-City of Bristol (PDF).

Memorandum of Understanding

The PSAPs listed below hereby wish to participate in the multi-jurisdictional PSAP Shared Services Grant. Washington County will be the "host" for this grant and will be the fiscal agent. Each individual PSAP is eligible to participate in a maximum of \$175,000 per PSAP for all Shared Services Projects. Each PSAP below has agreed to participate in a Multi-jurisdictional application for a Shared Services project – Customer Handling Equipment (CHE).

The City of Bristol, Virginia will provide invoices to Washington County, as the fiscal agent, to allow all funds to flow through the County. At the conclusion of the grant, equipment in each locality will fall under the ownership/responsibility of the respective locality.

The undersigned below authorizes VITA to transfer the Shared Services Grant funds, if approved, to the identified fiscal agent upon draw down request for the FY17 Shared Services Program grant.

Jurisdiction	Printed Name	Signature	Date
<i>Washington County</i>	Jason Berry County Administrator		9/27/2015
<i>City of Bristol</i>	Tabitha H. Crowder City Manager		9/29/15



FY17

PSAP GRANT PROGRAM APPLICATION





FY17 PSAP GRANT PROGRAM APPLICATION

HOW TO APPLY/DEADLINE

The grant application is available and accessible from VITA ISP's website (<http://www.vita.virginia.gov/isp/default.aspx?id=8578>). Upon completion of the application, it is to be submitted to your Regional Coordinator. Any supporting documentation must also be submitted along with the application, including mandatory budgets for projects (if applicable).

After the close of the grant application cycle, a Grant ID and email receipt notification will be sent to the e-mail address listed on the application received.

All funding requests must be submitted using the grant application. Technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY17 PSAP Grant Application Cycle starts July 1, 2015 and concludes on September 30, 2015 at 5:00 pm.

ALL APPLICABLE SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.



FY17 PSAP GRANT APPLICATION

PROJECT TITLE

[CHE Replacement](#)

GRANT APPLICANT PROFILE/PROJECT CONTACT

PSAP/HOST PSAP NAME: Washington County 911

CONTACT TITLE: [Click here to enter text](#)

CONTACT FIRST NAME: [Click here to enter text](#)

CONTACT LAST NAME: [Click here to enter text](#)

ADDRESS 1: [Click here to enter text](#)

ADDRESS 2: [Click here to enter text](#)

CITY: [Click here to enter text](#)

ZIP CODE: [Click here to enter text](#)

CONTACT EMAIL: [Click here to enter text](#)

CONTACT PHONE NUMBER: [Click here to enter text](#)

CONTACT MOBILE NUMBER: [Click here to enter text](#)

CONTACT FAX NUMBER: [Click here to enter text](#)

REGIONAL COORDINATOR: [Click to select a Regional Coordinator from the drop down list](#)

HOST PSAP AND PARTICIPATING PSAPS/LOCALITIES

Washington County 911	
Bristol City 911	

GRANT TYPE

Individual PSAP

Shared Services



TIER

- Out of Service
- Technically Outdated*
- Not Applicable
- Non-Vendor Supported*
- Strengthen

If technically outdated or non-vendor supported, application MUST include age and/or version of hardware/software.

VERSION: Airbus DS Sentinel Patriot 3.3 Operating in Windows XP
YEARS of HARDWARE/SOFTWARE: 5

PRIORITY/PROJECT FOCUS CALL HANDLING EQUIPMENT

If "Other" selected, please specify: [Click here to enter text](#)

FINANCIAL DATA

Amount Requested: \$ 300,000.00

Total Project Cost: \$ 300,000.00

STATEMENT OF NEED



This statement should reference the relationship to the current funding priorities established by the Grant Committee and include evidence of any financial need, along with additional information on the impact on operational services; consequences of not receiving funding; inclusion of project in a long-term or a strategic plan; and local sustainability:

Washington County and the Bristol City 911 Center is in need of upgrading their existing CHE systems of which Bristol City's is non-vendor supported operating on a Windows XP format and has reached its end of service life. Both Washington County and Bristol's existing CHE systems has been in service since 2011. The existing XP Operating system in Bristol is no longer supported by Microsoft and both jurisdiction's existing CHE support contracts expire in 2016. If awarded this grant through the FY'17 grant process, the CHE system will have been in operation over five years, which is stretching the life of 911 Windows XP workstation computers and servers in operation 24/7/365 in Bristol and Washington County. Without immediate replacement of this mission critical CHE systems, we are risking system failure which would leave us with the inability to accept emergency wireless and wire line 911 calls from the citizens and visitors in Washington County and the City of Bristol.

There are limited local funds available to fund this entire CHE project on our own. If awarded this grant, the County and the City will be left with the remaining funding to complete the project.

The upgrade of our System Hardware and Software will allow for integration of key Text-to-911 and NG911 Services being made readily available.

This project will help the County and City leverage existing investment as part of our strategic plan while upgrading off legacy CPE to the most recent technologies



Describe how the grant will be maintained and supported in the future, if applicable.

All equipment purchased through this grant will be supported and maintained by maintenance service contracts funded by the County and City for their individual systems. All necessary funds for support, maintenance, etc. beyond what is allowed through this grant, will be the responsibility of the locality.

COMPREHENSIVE PROJECT DESCRIPTION

Identify the longevity or sustainability of the project.

This project will continue leveraging past mission critical planning that the County and City has previously outlined and put forward. The jurisdictions have fully utilized the existing system in place for almost 5 years and will continue to appreciate the investments moving forward. By upgrading our CHE Platforms, both jurisdictions will be able to utilize additional technologies that are part of future Mission Critical planning. This project would extend the use of new computer hardware and software for a minimum of five years. The 911 Center understands it is our responsibility to sustain the project following go-live of the proposed system, and all expenses not covered by grant funds.



Describe how this project supports the Virginia Statewide Comprehensive 9-1-1 Plan.

This project will migrate the County and City off a legacy system that is technically outdated to a more robust platform that will allow for Text-to-911 and NG911 integration. The upgrade will allow for the most recent version of vendor software to be installed and reduce the amount of various platforms deployed across the Commonwealth. This will allow for higher supportability and greater flexibility with additional projects in the future.

SHARED SERVICES (if applicable)

The relationship of the project to the participating PSAPs:

The County and City wish to utilize grant funds to upgrade call handling at the same time to facilitate a shared services 911 system where each jurisdiction can serve as the back-up 911 call handling system for each in the case of a catastrophic event taking place and putting either PSAP off the air and unable to receive 911 calls for service and dispatch responders as needed.

Intended collaborative efforts:

The goal is to purchase or lease the same or like equipment that will communicate with each other with a work station(s) available in each jurisdiction allowing for faster transfer of calls for service to the correct agency or one jurisdictions call taker and dispatcher going to the other to continue handling calls in the event of catastrophic event.



Resource sharing:

Through a memorandum of understanding, each jurisdiction will serve as the back-up call handling center for the other in case of a catastrophic event.

How does the project impact the operational or strategic plans of the participating agencies:

As of the time of this application, each jurisdiction's calls for service merely roll over to the other if one does not answer. With utilization of grant funding, it would allow for actual call taking and handling to take place for one jurisdiction with a dispatcher in the other jurisdiction.



Provide a thorough, concise, and complete description of the project, including an outline of the goals and objectives, implementation strategy, and a work plan.

Both 911 Centers have a large current investment in the existing CHE systems. We have used the system for many years and wish to extend the investment in licensing, however the hardware has reached the end of risk free usability.

The intent is the upgrade the hardware and Operating System while using cost saving technology like Virtualization. Additionally, the plan includes an update of current 911 CPE licensing to the most recent 911 applications with capability to utilize future NG911 Technologies as needed.

This grant request is to replace only the existing CHE system that is technically outdated, reached its end of service life, and due to equipment age is in danger of being out of service. A full Implementation plan outlining the hardware refresh and training services will be provided at project Kick Off and will be conducted in a quick efficient manner without impacting 911 Operations at the City.

If awarded this grant we will replace our existing CPE system hardware with the current and up to date 911 CHE system. The jurisdictions will implement 911 CHE systems that includes future releases with support for i3 and other NG-911 technologies as well as current capabilities to terminate Text-To-911 directly into the Console. Migrating to a new platform continues to allow the County and City to leverage existing investment and knowledge of platform while fitting into the long term NG-911 strategic plan already in place, while serving as emergency back-ups for each other if one's CHE becomes out of service.

**PROJECT TIMELINE FOR
SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS:**

For each applicable phase of the project, indicate the estimated completion date. Sample activities for each phase are included.

PROJECT PHASE	ESTIMATED COMPLETION DATE
----------------------	----------------------------------



<input type="checkbox"/> INITIATION (Project approved by appropriate stakeholders) Sample activities: project concept is documented, local board or governing authority approval or endorsement is received, PSAP grant application is filed, local budgets are obtained, appropriated grant funds are approved, and budgetary estimates are obtained	9/15/2016
<input type="checkbox"/> DESIGN/PLANNING (Project, system, or solution requirements are developed) Sample activities: requirements are documented, components to be purchased are identified, and general design is documented	10/15/16
<input type="checkbox"/> ACQUISITION (Selected system or solution is procured) Sample activities: RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained	02/01/17
<input type="checkbox"/> IMPLEMENTATION (Selected system or solution is configured and installed) Sample activities: purchased components are delivered and installed and training is performed	03/31/17
<input type="checkbox"/> TESTING/COMPLETION (Selected system or solution is tested and put in production) Sample activities: performance of system/solution is validated and system/solution goes "live"	05/15/17



BUDGET AND BUDGET NARRATIVE

List the planned expenditures to be made with grant funds. (NOTE: In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment. However, budgetary quotes received from a particular vendor(s) during the application process do not commit the PSAP to use that vendor(s) once the grant is awarded.) Briefly explain the reason for each requested budget item and provide the basis for its cost. In addition, if contingency cost has been added, please identify the amount.

<u>Washington County – Bristol Geo-Diverse CHE</u>	<u>\$280,000</u>
<u>Contingency 10%</u>	<u>\$20,000</u>
<u>Total Project Cost</u>	<u>\$300,000</u>

EVALUATION

How will the project be evaluated and measured for achievement and success:

The system success will be evaluated by the vendor meeting our statement of work and the system handling and routing emergency calls correctly. This includes transferring/accepting calls outside our jurisdictional boundaries. This also includes proper handling of text to 911 calls for service.



CONSOLIDATION (Primary or Secondary) - (complete only if applicable)

How would a consolidation take place and provide improved service:

[Click here to enter text](#)

How should it be organized and staffed:

[Click here to enter text](#)

What services should it perform:

[Click here to enter text](#)



How should policies be made and changed:

[Click here to enter text](#)

How should it be funded:

[Click here to enter text](#)

What communication changes or improvements should be made in order to better support operations:

[Click here to enter text](#)



COMMONWEALTH of VIRGINIA

Virginia E-911 Services Board

Jeffrey D. Stern
Chairman
VDEM

Jim Junkins
Vice Chairman
Harrisonburg-
Rockingham ECC

David A. Von Moll
Treasurer
Comptroller

Danny Garrison
Richmond Ambulance
Authority

Dennis E. Hale
Chief of Fire & EMS
Dinwiddie County

Honorable Kevin W. Hall
Sheriff of the City of
Covington

Diane Harding
Verizon Wireless

Steve Hudson
Chief of Police
Prince William County

Robert Layman
AT & T

Anthony McDowell
Fire Chief
Henrico County

Nelson P. Moe
CIO - VITA

Kathleen Seay
Hanover County

Jolena Young
Twin County

Dep Secretary Adam Thiel
Office of the Governor
Advisor

Dorothy Spears-Dean
PSC Coordinator
(804) 416-6201

Terry D. Mayo
Board Administrative
Assistant
(804) 416-6197

January 21, 2016

Dear Washington PSAP:

Thank you for submitting a FY17 PSAP Grant application. Your application meets the current Grant Guidelines and was recommended for funding by the PSAP Grant Committee. I am pleased to advise you that the Virginia E-911 Services Board has approved your request. You have been awarded \$300,000 for your Shared Services Call Handling Equipment project, grant ID 139.

Funding for this grant award will be available on a reimbursement basis beginning July 1, 2016. Reimbursements will only be made for items allowable under the current Grant Guidelines. All funding requests must be submitted on the Public Safety Grant Payment Request Form, which is available on the ISP website. The invoice(s) that substantiates the amount requested must be attached to the request at the time of submission.

Furthermore, an annual Financial and Programmatic Report will be required for this grant award until the project is complete. Upon project completion, you will need to close out the grant award with a final Financial and Programmatic Report.

Finally, in order for a funding request to be processed, the PSAP must have already submitted any required financial and grant progress reports for any previous fiscal years by the identified deadline. This includes required submission of any true-ups and supporting documentation.

If you have any questions, please do not hesitate to contact your Regional Coordinator or me. Congratulations on your grant award!

Sincerely,

A handwritten signature in cursive script that reads 'Lisa Nicholson'.

Lisa Nicholson
PSAP Grant Program Manager

**Resolution of Sole Source Determination
For Negotiation with Wireless Communications, Inc. for Completion of City of Bristol and
County of Washington Public Safety Answering Points Interoperability Improvements**

WHEREAS :

1. The Virginia E-911 Services Board awarded to the County of Washington, Virginia, and the City of Bristol, Virginia, a grant to fund installation of emergency services call handling equipment at the Public Safety Answering Points (PSAP) for County and City for the purpose to enable sharing of services and interoperability of facilities in an E-911 system that will enable each jurisdiction to serve as a back-up E-911 call handling system for the other jurisdiction (Grant Project);
2. The County has a current contract, with Wireless Communications, Inc., extending through December 18, 2018, with optional automatic renewals for equipment and maintenance of equipment in its PSAP, including call handling equipment;
3. County call handling equipment requires minimal adjustment to fulfill the Grant Project in comparison to the current status of equipment and software in service at the City PSAP;
4. The City contract for PSAP equipment and maintenance is with a different contractor on a month-to-month basis;
5. Wireless Communications, Inc. is competent to provide all equipment and services to complete the Grant Project;
6. Retaining a provider other than Wireless Communications, Inc. would be impractical as it would create the following issues:

Creation of potentially conflicting services, equipment, and software in the County and City PSAPs that would impede achieving the interoperability goal of the Grant Project due to the County's current contract with Wireless Communications and the continued viability of County equipment and software that, for cost effectiveness should remain in service;

Potentially increased cost to complete the Grant Project because County equipment and software that would otherwise not require replacement may have to be replaced to achieve interoperability with equipment and software available to a provider other than Wireless Communications, Inc. for installation in the City PSAP;

Decreased efficiency in terms of long-term service and maintenance due to the need for County and City to communicate with multiple providers, who would also have to coordinate services with each other for service calls and PSAP updates;

7. Virginia Code section 2.2-4303(E) allows a governing body to make a written determination that there is only one source practicably available for that which is to be procured, and,

upon such written determination, a contract may be negotiated and awarded to that source without competitive sealed bidding or competitive negotiation.

NOW, THEREFORE, ON THE BASIS OF THE FOREGOING, and in consideration of the best interests of the public health, safety, and welfare, the City Council of Bristol, Virginia, resolves as follows:

The Council determines that Wireless Communications, Inc. is the only source practicably available to provide the equipment, software, and services to complete the Grant Project; and

The contract for the Grant Project may be negotiated with Wireless Communications, Inc., without competitive sealed bidding or competitive negotiation and may be awarded to Wireless Communications, Inc. upon successful completion of such negotiation and approval of the resulting contract by the County Board of Supervisors and City Council.

BRISTOL, VIRGINIA CITY COUNCIL
AGENDA ITEM SUMMARY

Meeting Date: May 24, 2016

Department: Development and Planning

Bulk Item: Yes No X

Staff Contact: Jay Detrick

AGENDA ITEM WORDING:

Consideration of closing multiple streets for the annual July 4 Parade and fireworks event.

ITEM BACKGROUND:

Celebrate Bristol is requesting permission to close multiple downtown streets on July 4 as part of the annual Independence Day Parade and fireworks. The streets involved in the closure are as follows; State Street, Scott Street, Lee Street, Bob Morrison Blvd, Martin Luther King Jr. Blvd (during the fireworks only) and Cumberland Street.

Closures will begin as early as 6:00 AM for those streets around Cumberland Square Park and they will remain closed throughout the day and until the fireworks are over around 10:30 or 11:00 PM. State Street and Bob Morrison will only be closed during the Independence Day Parade with staging beginning around 2:00 PM and the parade beginning at 5:00 PM and lasting until 6:00 PM. Martin Luther King Jr. Blvd will be closed from approximately 8:00 PM until around 10:30 PM for the fireworks.

Celebrate Bristol has submitted the required Hold Harmless Indemnification Agreement and the Certificate of Liability Insurance.

PREVIOUS RELEVANT ACTION:

This is the same closure as was approved last year.

Staff Recommendations:

Staff recommends the street closure be approved as requested.

DOCUMENTATION: Included X Not Required

MOTION: I move to approve items on the consent agenda.

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

Meeting Date: May 24, 2016

Department: City Manager

Bulk Item: Yes No

Staff Contact: Tabitha Crowder

AGENDA ITEM WORDING:

Consider Approval of the Minutes:

Regular Meeting – May 10, 2016
Called Meeting – May 11, 2016

ITEM BACKGROUND:

N/A

PREVIOUS RELEVANT ACTION:

N/A

Staff Recommendations:

No action required.

DOCUMENTATION: Included Not Required

MOTION: I move for approval of items on the consent agenda.

THE REGULAR MEETING OF THE BRISTOL, VIRGINIA, CITY COUNCIL WAS HELD ON MAY 10, 2016, AT 6:00 P.M. IN COUNCIL CHAMBERS, 300 LEE STREET, BRISTOL, VIRGINIA WITH MAYOR ARCHIE HUBBARD, III PRESIDING. COUNCIL MEMBERS PRESENT WERE VICE MAYOR WILLIAM HARTLEY, CATHERINE BRILLHART, GUY ODUM, AND JIM STEELE. CITY MANAGER, TABITHA CROWDER, AND CITY ATTORNEY, PETE CURCIO WERE ALSO PRESENT.

Mayor Hubbard called for a moment of silence followed by the pledge of allegiance to the flag.

A. Matters to be Presented by Members of the Public – Non-Agenda Items

Ms. Joyce Kistner and Ms. Nancy Marney voiced their concerns about the creek and wetlands at Sugar Hollow Park.

B. Mayor's Minute and Council Comments

Mayor Hubbard recognized the newly elected City Council Members, Mr. Kevin Mumpower and Mr. Doug Fleenor.

Council Member Steele advised that he had visited the park and he noticed that the creek water was clear and animals were thriving.

Vice Mayor Hartley advised that there were several vacancies on City boards and commissions that needed to be filled. He encouraged the citizens to look on the City's website for a list of the boards and commissions and to consider applying to serve on these boards.

Council Member Brillhart reminded everyone of the Historic District Preservation Award Ceremony to be held on May 20, 2016, at the Bristol Public Library. She also pointed out that the Historic District Preservation Committee was accepting nominations for next year's award ceremony.

1. Ordinance

2nd Reading

Consider Second Reading and Adoption of an Ordinance to Convey by Quitclaim Deed Property to Mountain Heritage, Inc.

City Attorney, Pete Curcio, stated that the Public Hearing and First Reading had occurred and the item presented was for second reading and adoption.

Mayor Hubbard entertained a motion for the second reading of an Ordinance to Convey Quitclaim Deed Property to Mountain Heritage, Inc. by caption only.

Council Member Brillhart made the motion for the second reading of an Ordinance to Convey Quitclaim Deed Property to Mountain Heritage, Inc. by caption only. Motion was seconded by Council Member Steele and carried by the following votes:

AYES: Brillhart, Hartley, Odum, Steele, and Hubbard

City Attorney, Pete Curcio, read the following Ordinance by caption only:

**ORDINANCE TO AUTHORIZE THE CONVEYANCE OF PROPERTY
BY QUITCLAIM DEED TO MOUNTAIN HERITAGE, INC.**

WHEREAS, by Deed dated December 21, 2000 SWRR Properties, Inc. conveyed to the City of Bristol Virginia, a continuous and unbroken strip of land (except as expressly set out therein). Said property consists of the old railroad bed of the former Virginia and Southwestern Railway, and the Deed is of record in the office of the Clerk of the Circuit Court for Washington County, Virginia at Instrument #000009605, and which property is more particularly described on Exhibit A attached hereto; and

WHEREAS, the City of Bristol Virginia purchased the property for the purpose of establishing a hiking and biking trail along the railroad bed and for many years pursued the

project, (commonly referred to as the Mendota Trail Project), both on the ground and in the Circuit Court for Washington County, Virginia; and

WHEREAS, the City ultimately abandoned its attempt to establish the hiking and biking trail but maintained a desire that an appropriate organization better suited to complete the project would come forward with a proposal to establish and maintain said trail; and

WHEREAS, Mountain Heritage, Inc. is a non-profit 501(c)(3) corporation that has successfully constructed and maintained hiking and biking trails throughout Southwest Virginia. Mountain Heritage, Inc. has stated its desire to acquire the aforementioned railroad bed for the purpose of establishing a publicly accessible hiking and biking trail along said route. It plans to partner with landowners, national, state and county officials, funding sources, volunteer groups and contract workers in order to build and maintain said trail; and

WHEREAS, the City expressly finds that the proposal submitted by Mountain Heritage, Inc. for the use of the railroad bed as a hiking and biking trail is consistent with the City's original intent for the use of the property when it acquired it on December 21, 2000; and

WHEREAS, as a result, the City hereby determines that the public interest will be served by the City conveying the aforementioned property to Mountain Heritage, Inc. for the establishment of a hiking and biking trail along the old Virginia and Southwestern Railway bed; and

WHEREAS, for the preservation of the property for use as a hiking and biking trail, the City expressly finds that the Quitclaim Deed shall include a reversionary clause until such time as the first segment of the project is officially opened for public use, and documents declaring it so, are recorded in the Circuit Court Clerk's office for Washington County, Virginia. Upon said recordation the reversionary clause shall be self-extinguishing; and

WHEREAS, this transfer requires public notice in the newspaper for two successive weeks and further requires that a public hearing be held prior to transfer; and

WHEREAS, having advertised the same once a week for two successive weeks and posted at the front door of the Courthouse for two successive weeks at the same time, and

WHEREAS, a Public Hearing was held on April 12, 2016.

NOW THEREFORE, BE IT ORDAINED by the City Council for the City of Bristol Virginia, pursuant to Sections 2.04 and 14.01 of the *Charter of the City of Bristol* that the Mayor is hereby authorized to execute a Quitclaim Deed containing a reversionary clause as set forth hereinabove, transferring all title as more particularly described on Exhibit A attached hereto to Mountain Heritage, Inc. for the construction and maintenance of a hiking and biking trail along said property, in accordance with this ordinance.

First Reading: April 26, 2016

Second Reading: May 10, 2016

Adopted: May 10, 2016

Mayor Hubbard entertained a motion to adopt an Ordinance to Convey Quitclaim Deed Property to Mountain Heritage, Inc.

Council Member Brillhart made the motion to adopt an Ordinance to Convey Quitclaim Deed Property to Mountain Heritage, Inc. Motion was seconded by Vice Mayor Hartley and carried by the following votes:

AYES: Brillhart, Hartley, Odum, Steele, and Hubbard

2. Ordinance

2nd Reading

Consider Second Reading and Adoption of an Ordinance Granting Exemption from Bristol, Virginia Property Tax Relative to Highlands Fellowship Church Located at 134 Commerce Court, Bristol, Virginia

City Attorney, Pete Curcio, advised that a public hearing and first reading had occurred and the item presented was for second reading and adoption.

Mayor Hubbard entertained a motion for the second reading of an Ordinance Granting Exemption from Bristol, Virginia Property Tax Relative to Highlands Fellowship Church Located at 134 Commerce Court, Bristol Virginia by caption only.

Council Member Odum made the motion for the second reading of an Ordinance Granting Exemption from Bristol, Virginia Property Tax Relative to Highlands Fellowship Church Located at 134 Commerce Court, Bristol Virginia by caption only. Motion was seconded by Vice Mayor Hartley and carried by the following votes:

AYES: Brillhart, Hartley, Odum, Steele, and Hubbard

City Attorney, Pete Curcio, read the following Ordinance by caption only:

**ORDINANCE FOR EXEMPTION FROM REAL PROPERTY TAXATION
FOR HIGHLANDS FELLOWSHIP**

WHEREAS, Highlands Fellowship has requested that the City Council for the City of Bristol, Virginia grant an exemption from taxation of its real property located at 134 Commerce Court, in the City of Bristol pursuant to § 58.1-3651 of the 1950 *Code of Virginia*, as amended; and

WHEREAS, Highlands Fellowship is a tax exempt organization pursuant to § 501 (c)(3) of the Internal Revenue Code and it uses its real property for religious purposes; and

WHEREAS, a public hearing was held after publication of notice as required by § 58.1-3651(B) of the 1950 *Code of Virginia*, as amended; and

WHEREAS, the City Council has determined, based upon the investigation of the Commissioner of Revenue, that Highlands Fellowship meets the statutory requirements of *Va. Code* § 58.1-3651.

NOW THEREFORE BE IT ORDAINED by the City Council for the City of Bristol Virginia that Highlands Fellowship is hereby granted an exemption from payment of real property taxes to the City of Bristol Virginia, effective with the 2016 real property tax assessment. Said exemption shall remain in effect only so long as Highlands Fellowship continues to use its real property at 134 Commerce Court, Bristol, Virginia for religious purposes as a nonprofit organization.

First Reading: April 26, 2016

Second Reading: May 10, 2016

Adopted: May 10, 2016

Mayor Hubbard entertained a motion to adopt an Ordinance Granting Exemption from Bristol, Virginia Property Tax Relative to Highlands Fellowship Church Located at 134 Commerce Court, Bristol Virginia.

Council Member Odum made the motion to adopt an Ordinance Granting Exemption from Bristol, Virginia Property Tax Relative to Highlands Fellowship Church Located at 134 Commerce Court, Bristol Virginia. Motion was seconded by Council Member Steele and carried by the following votes:

AYES: Brillhart, Hartley, Odum, Steele, and Hubbard

3. Presentation by CSA Services

Mr. Andre Richmond, Program Director of Children's Services Act (CSA), gave a presentation on CSA Services highlighting the accomplishments and the challenges of the local CSA teams. Mr. Richmond reported that CSA was mandated to serve children in foster care, children at imminent risk of entering foster care, and children receiving special

education services. Mr. Richmond explained that the Commonwealth of Virginia provided reimbursement of expenditures minus a required local match. He advised that the cost of services was rising.

Mayor Hubbard and Council Member Steele thanked Mr. Richmond for the good work he and his staff have done to help the children of the community.

Vice Mayor Hartley suggested going to the state legislators and explain the impact of these CSA mandates on southwest Virginia localities.

Council Member Brillhart thanked Mr. Richmond for his service to the community.

4. Presentation of the Third Quarter Financial Report for FY15-16

Chief Financial Officer, Ms. Kim Orfield, presented the financial report for the third quarter ending March 31, 2016. She advised that General Fund revenues recognized were at seventy-nine point sixty-one percent (79.61%) and that the expenses were at eighty-four point eighty-nine percent (84.89%). She reported that Solid Waste revenues recognized were at seventy-four point sixty-nine percent (74.69%) and that the expenses were at seventy-six point fifty-seven percent (76.57%).

Ms. Orfield pointed out that tax anticipation notes (TANS) used as of March 31, 2016, were two million, four hundred thousand dollars (\$2,400,000) compared to TANS used as of March 31, 2015, which were six million, seven hundred thousand dollars (\$6,700,000).

5. Presentation of the FY16-17 Draft Budget

City Manager, Ms. Tabitha Crowder, gave a presentation on the FY16-17 Draft Budget. She reported that the proposed draft budget was structurally balanced in that recurring expenses were funded with recurring revenue. She reported that the FY 16-17 budget furthered management's goals of reducing TANS and building a reserve fund which was independent of operating capital.

Ms. Crowder advised that balancing the budget would require increases in the real estate, personal property, and cigarette tax rates. She advised there would be increases in fees for City services.

Ms. Crowder advised that expenses would be reduced by postponing capital projects, reducing expenditures, and eliminating staff positions. She added that funding of outside agencies would also be reduced.

6.1 Consider Approval of the Minutes: Joint Called Meeting – March 31, 2016
Regular Meeting – April 12, 2016
Regular Meeting – April 26, 2016

Mayor Hubbard entertained a motion to approve the minutes from the Joint Called Meeting of March 31, 2016.

Council Member Odum made the motion to approve the minutes from the Joint Called Meeting of March 31, 2016. Motion was seconded by Council Member Brillhart and carried by the following votes:

AYES: Brillhart, Odum, Steele, and Hubbard

ABSTAIN: Hartley

Mayor Hubbard entertained a motion to approve the minutes from the Regular Meeting of April 12, 2016.

Council Member Brillhart made the motion to approve the minutes from the Regular Meeting of April 12, 2016. Motion was seconded by Council Member Steele and carried by the following votes:

AYES: Brillhart, Hartley, Odum, Steele, and Hubbard

Mayor Hubbard entertained a motion to approve the minutes from the Regular Meeting of April 26, 2016.

Council Member Odum made the motion to approve the minutes from the Regular Meeting of April 12, 2016. Motion was seconded by Council Member Brillhart and carried by the following votes:

AYES: Brillhart, Hartley, Odum, and Hubbard

ABSTAIN: Steele

C. Adjournment

There being no further business, the meeting was adjourned.

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City Clerk

Mayor

A CALLED MEETING OF THE BRISTOL VIRGINIA CITY COUNCIL WAS HELD ON MAY 11, 2016, AT 10:00 A.M. IN CITY COUNCIL CHAMBERS WITH MAYOR ARCHIE HUBBARD, III PRESIDING. VICE MAYOR WILLIAM HARTLEY AND COUNCIL MEMBERS CATHERINE BRILLHART, GUY ODUM, AND JIM STEELE WERE PRESENT. ALSO PRESENT WERE CITY MANAGER, TABITHA CROWDER, ASSISTANT CITY MANAGER, ANDREW TRIVETTE, AND CHIEF FINANCIAL OFFICER, KIM ORFIELD.

Mayor Hubbard called the meeting to order.

1. Introductory Remarks

Mayor Hubbard stated that the purpose of the Called Meeting was to conduct a budget workshop for fiscal year FY2016- 2017.

2. Outside Agency Presentations

The following Outside Agencies gave a presentation to City Council requesting funding from the 2016-2017 Budget:

Ms. Lisa Cofer, Executive Director of United Way of Bristol; Mr. Mark Canty from Tri-Cities Regional Airport; Ms. Leah Ross, Executive Director of Bristol Rhythm & Roots Reunion; Ms. Christina Blevins, Executive Director of Believe in Bristol; Ms. Vicie Dotson of Celebrate Bristol Committee; Ms. Beth Rinehart, President & CEO of the Bristol Chamber of Commerce, and Mr. Matt Bolas, Vice President, Convention and Visitors Bureau; and Mr. Joshua Lewis, Executive Director, Virginia's aCorridor.

3. Constitutional Offices Presentations

Mr. Jack Weisenburger, Sheriff of the City of Bristol, voiced his concerns regarding the proposed elimination of two (2) sheriff deputy positions that would impact the security checkpoint at the courthouse.

4. General Discussion

Following outside agency presentations, Council recommendations were to reduce the amount of funding to Keep Bristol Beautiful and to reduce the Chamber of Commerce membership level. Further Council recommendations were to eliminate funding to the United Way of Bristol and to the Bristol Chamber of Commerce for the Christmas Parade.

Discussions ensued about the proposal to raise taxes and reduce City services; selling City assets and Clear Creek Golf Course lots, as well as other properties owned by the City; ways to avoid cutting two (2) fire department positions; and ways to fund the two (2) sheriff's department positions for the security checkpoint at the courthouse.

Council Member Steele commented that he would like for City employees to get a pay raise.

City Manager, Ms. Tabitha Crowder, advised that, unfortunately, the financial environment of the City did not allow for pay raises at this time. She expressed her concern that step scale raises had not been given for several years.

5. Adjournment

There being no further business, the meeting was adjourned.

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City Clerk

Mayor

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

Meeting Date: 05/24/16

Department: Finance

Bulk Item: Yes No

Staff Contact: Kim Orfield

AGENDA ITEM WORDING:

Consider appropriating \$35,055 to the FY16 budget per the items listed below:

Fire Department		\$13,562.00	
Appropriate recovered cost for Hazmat Expenses.			
Expense	4-001-32010-1238	Overtime	9,968.00
Expense	4-001-32010-5530	Travel	517.00
Expense	4-001-32010-8101	Other Equipment	68.00
Revenue	3-001-24010-0050	State-Miscellaneous	10,553.00
Appropriate reimbursement for training costs by other localities.			
Expense	4-001-32010-5540	Education & Training	110.00
Revenue	3-001-19010-0007	Recovered Costs	110.00
Appropriate reimbursement for training costs by other localities.			
Expense	4-001-32010-6014	Operating Supplies	2,049.00
Revenue	3-001-19010-0007	Recovered Costs	2,049.00
Appropriate restitution funds received.			
Expense	4-001-32010-5540	Education & Training	850.00
Revenue	3-001-19010-0007	Recovered Costs	850.00
Police Department		\$18,741.00	
Appropriate restitution funds received.			
Expense	4-001-31010-6014	Operating Supplies	730.00
Revenue	3-001-19010-0009	Recovered Costs	730.00
Appropriate donation received in Memory of K-9 "Zorro".			
Expense	4-001-31010-6014	Operating Supplies	300.00
Revenue	3-001-18020-0001	Donations	300.00
Appropriate insurance recovery funds received to repair police vehicles			
Expense	4-001-31010-3320	Maint. of Equipment	17,711.00
Revenue	3-001-18020-0003	Insurance Recovery	17,711.00

Parks & Recreation-Programming		\$752.00	
Appropriate donation for disc golf sign.			
Expense	4-001-71030-6014	Operating Supplies	752.00
Revenue	3-001-18020-0001	Donations	752.00

Community Development		\$2,000.00	
Appropriate reimbursement for “Believe” film expenditures.			
Expense	4-001-81190-6002	Food & Food Supplies	2,000.00
Revenue	3-001-19010-0042	Recovered Costs	2,000.00

ITEM BACKGROUND:

PREVIOUS RELEVANT ACTION:

Staff Recommendations:

DOCUMENTATION: Included ____ Not Required_____

MOTION: I move to approve items on the consent agenda.