

THE REGULAR MEETING OF THE BRISTOL, VIRGINIA, CITY COUNCIL WAS HELD ON FEBRUARY 13, 2018, AT 6:00 P.M. AT 300 LEE STREET, BRISTOL, VIRGINIA WITH MAYOR KEVIN MUMPOWER PRESIDING. COUNCIL MEMBERS PRESENT WERE VICE MAYOR KEVIN WINGARD, DOUGLAS FLEENOR, WILLIAM HARTLEY, AND ARCHIE HUBBARD, III. INTERIM CITY MANAGER/CITY ATTORNEY, RANDALL EADS WAS ALSO PRESENT.

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

A. Mayor's Minute and Council Comments

Mayor Mumpower reported that City Council will begin the budget cycles for the fiscal year.

Council Member, Mr. Hartley, thanked the City of Bristol, Virginia Fire Department's Swift Water Rescue Team for assisting Wise County over the weekend.

B. City Manager's Comments

City Manager, Mr. Randall Eads, reported that all funds expended for assisting in the flooding in Wise County will be reimbursed at 100% and stated there were no major injuries during the flood. He also commended City employee, Ron Parris, for assisting a citizen this past weekend. He stated that all city employees should take note of assisting the citizens in the City of Bristol, Virginia.

Mr. Eads reported the bonds closed for refinancing at 10:00 A.M. on Tuesday, February 13, 2018. Mr. Eads reported that all documents for refinancing the debt were approved, signed, sealed and delivered to the appropriated entities. Mr. Eads reported that the City of Bristol Virginia has officially refinanced \$76,000,000 of the City's debt.

Council Member, Mr. Doug Fleenor, entertained a motion to table Item 6 on the agenda. Mayor Mumpower made the motion to move Item 6 on the agenda to Item 1. Motion was seconded by Vice Mayor, Mr. Kevin Wingard, and carried by the following votes:

AYES: Fleenor, Hartley, Hubbard, Wingard and Mumpower

1. Consider Appointments for Planning Commission.

Council Member, Mr. Doug Fleenor made a motion to table the Appointments for Planning Commission. Motion was seconded by Vice Mayor, Mr. Kevin Wingard, and carried by the following votes:

AYES: Fleenor, Wingard and Mumpower

NAYES: Hartley, Hubbard

2. Consider Granting Consent to the City Manager's Request to Employ a Director of Public Works.

City Manager, Mr. Randall Eads, reported the Director of Public Works position has been vacant since July 3, 2017. Mr. Eads stated the importance of employing a Public Works Director as the position covers various divisions within the City making it run more efficiently. Mr. Eads requested consent to allow himself to appoint Mr. Wallace McCulloch as Director of Public Works. Vice Mayor, Kevin Wingard, made a motion to give consent for the City Manager to employ Wallace McCulloch as the new Public Works Director. Motion was seconded by Council Member Hartley and carried by the following votes:

AYES: Hartley, Hubbard, Wingard, and Mumpower

NAYES: Fleenor

3. Presentation of Bristol, Virginia Public Schools Budget

Superintendent, Dr. Keith Perrigan gave a presentation of the Bristol, Virginia Public Schools Budget. The Summary of the budget presentation have been attached to the minutes.

4. Consider a Resolution as an Endorsement of a VDOT Funded Smart Scale Project for the Re-Construction of Lee Highway (Route 11)/Old Airport Road Intersection to Remove the Excessive Road Super-Elevation.

City Engineer, Wallace McCulloch, reported the City of Bristol Virginia is providing endorsement of a 100% VDOT funded Smart Scale project to remove the excessive super-elevation from the Lee Highway/Old Airport Rd intersection. This is the bump in Lee Highway as you cross Lee Highway from Clear Creek Rd to Old Airport Rd. Mr. McCulloch asked the City Council to consider Resolution as an endorsement of a VDOT Funded Smart Scale Project for the Re-Construction of Lee Highway (Route 11)/Old Airport Road Intersection to remove the excessive road super-elevation.

Council Member Fleenor commented and asked how many accidents have occurred on the super elevation.

Ms. Nancy Marney commented on the removal of the excessive road super-elevation.

City Manager, Mr. Randall Eads, read the Resolution as an Endorsement of a VDOT Funded Smart Scale Project for the Re-Construction of Lee Highway (Route 11)/Old Airport Road Intersection to Remove the Excessive Road Super Elevation:

A RESOLUTION FOR THE COUNCIL OF THE CITY OF BRISTOL, VIRGINIA AS AN ENDORSEMENT OF THE RE-CONSTRUCTION OF THE ROUTE 11/OLD AIRPORT ROAD INTERSECTION TO REMOVE THE EXCESSIVE ROAD SUPERRELEVATION, PROJECT NO. 0011-102-068 – UPC 110799

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the CITY of BRISTOL.

NOW, THEREFORE, BE IT RESOLVED, that the CITY of BRISTOL requests the Commonwealth Transportation Board to establish a project for the re-construction of the Route 11/Old Airport Road intersection to remove the excessive road super-elevation.

BE IT FURTHER RESOVED THAT: The CITY of BRISTOL hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents.

BE IT FURTHER RESOLVED THAT: The CITY of BRISTOL will be responsible for maintenance and operation costs of the facility as constructed unless other arrangements have been made with VDOT.

BE IT FURTHER RESOLVED THAT: If the CITY of BRISTOL subsequently elects to cancel the project, the CITY of BRISTOL hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The CITY of BRISTOL also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The COUNCIL of the CITY of BRISTOL hereby grants authority for the CITY MANAGER to apply funds and execute project administration agreements, as well as other documents necessary for approved projects.

ADOPTED on this 13th day of February, 2018.

Council Member Hartley made a motion to adopt the resolution. Motion was seconded by Council Member Hubbard and carried by the following votes:

AYES: Hartley, Hubbard and Wingard

NAYES: Fleenor and Mumpower

5. Consider a Resolution Granting Final Plat Approval for Plat #01-2018 for the Preston Square Subdivision – Re-Plat of Lot 2.

City Planner, Sally Morgan, reported that the applicant is seeking final plat approval to create one new lot by dividing Lot 2 in the Preston Square Subdivision located on Blevins Boulevard just north of U. S. Route 11 near Exit 5. The resulting two tracts will be 1.577 acres (Lot 2A) and 0.688 acres (Lot 2B). The property is owned by Commercial Development Co. LLC and currently is the location of the Ferguson Supply company. Ms. Morgan is requesting the City Council to consider the Resolution Granting Final Plat Approval for Plat #01-2018 for the Preston Square Subdivision – Re-plat of Lot 2.

City Manager, Mr. Randall Eads, read the Resolution Granting Final Plat Approval for Plat #01-2018 for the Preston Square Subdivision – Re-Plat of Lot 2:

The City Council finds that:

WHEREAS, the subdivision plat for the Preston Square subdivision – Replat of Lot 2 has been properly submitted to the City and reviewed by City staff, and

WHEREAS, the Planning Commission met on January 23, 2018 and approved the preliminary plat and the final plat, and

WHEREAS, Section 50-270 requires that the plat of a subdivision be approved and certified by City Council before it can be recorded.

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

The Council approves and certifies the final plat (Plat #01-2018) for the Preston Square subdivision – Replat of Lot 2 as attached in Exhibit A.

PASSED AND ADOPTED by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council on February 13, 2018.

Council Member Hartley made a motion to adopt the Resolution Granting Final Plat Approval for Plat #01-2018 for the Preston Square Subdivision – Re-Plat of Lot 2. Motion was seconded by Vice Mayor Wingard and carried by the following votes:

AYES: Hartley, Hubbard, Wingard and Mumpower

ABSTAIN: Fleenor

6. Consider Resolution to Allow the City Manager to Begin Discussions with the SWVJA

City Manager, Mr. Randall Eads, reported that the with increased costs of housing inmates, increased inmate population and the prospect of constructing a new jail facility in the near future, the City Manager is requesting permission from Council to enter into discussions with the Southwest Virginia Regional Jail Authority to house inmates within the regional jail authority.

Council Member Fleenor commented on the resolution to allow the City Manager to begin discussions with the SWVJA.

City Manager, Mr. Randall Eads, read the Resolution to Allow the City Manager to Begin Discussions with the SWVRJA:

RESOLUTION AUTHORIZING THE CITY MANAGER TO BEGIN DISCUSSIONS WITH THE SOUTHWEST VIRGINIA REGIONAL JAIL AUTHORITY IN ORDER TO JOIN THE AUTHORITY

WHEREAS, the City of Bristol, Virginia currently operates a jail for the City and the jail is in need of expansion and extensive renovation; and

WHEREAS, the operating budget for the jail is exceeding budget projections; and

WHEREAS, the City will be required to expand or build a new jail facility if current incarceration rates remain constant or increase which will be a substantial burden on the City's finances; and

WHEREAS, the City has previously declined to join the Southwest Virginia Regional Jail Authority; and

NOW THEREFORE, be it resolved the City Council for the City of Bristol, Virginia authorizes the City Manager to begin discussions with the Southwest Virginia Regional Jail Authority so that the City may choose to join the Authority, if finances permit, on or about July 1, 2018.

ADOPTED by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council held on the 13th day of February, 2018.

Sheriff David Maples commented on the importance of the discussions with the SWRJA.

Council Member Fleenor made a motion to adopt the resolution to begin discussions with the SWVJA. Motion was seconded by Vice Mayor Wingard and carried by the following votes:

AYES: Fleenor, Hartley, Hubbard, Wingard and Mumpower

7. Discussion of Budget Goals and Timeline.

City Manager, Mr. Randall Eads, reported that the budget work sessions will be held on March 15, 2018 at 6:00 P.M., March 17, 2018 at 9:00 A.M. to 1:00 P.M. and March 22, 2018 at 6:00 P.M. Mr. Eads also reported that there will be a public hearing to set the tax rate on April 10, 2018 and a second reading of the tax rate on April 17, 2018. Mr. Eads reported that a public hearing to pass an ordinance on the budget on May 22, 2018. The first reading of the ordinance to adopt the budget will occur on June 12, 2018 and the second reading and adoption of the ordinance will occur on June 26, 2018.

Mayor Mumpower suggested moving the dates up two weeks and schedule a meeting in between the first reading of the ordinance and the second reading and adoption of the ordinance.

Mr. Eads gave a report on the Budget Goals for the fiscal year of 2018-2019 for the City of Bristol, Virginia:

- 1) Continue to increase unassigned fund balance to meet the policies previously set forth.
- 2) Fund capital items with equity and not debt.
- 3) Increase Solid Waste Disposal Fund fees to neutralize the revenue.
- 4) Evaluate compensation increases for all full time City employees with the exclusion of part-time City employees.
- 5) Evaluate benefit package for all full time City employees including health insurance rates and updating the new VRS rates.
- 6) Review the capital plans to ensure needed capital plans are included in the budget to determine the City's needs to operate efficiently and effectively.
- 7) Budget the revenues conservatively and expenditures realistically.
- 8) Evaluate every line item expenditure within the City's budget and eliminate unnecessary expenditures.

8. Discussion on Harvesting Mature Trees on City Owned Property.

City Manager, Mr. Randall Eads, asks the pleasure of the Council to consider allowing him to hire a consultant to harvest mature trees on city owned property. Mayor Mumpower concurred that harvesting mature trees will prevent forest fires and rejuvenate the forest and gave Mr. Eads approval to seek a consultant to harvest mature trees.

9. Presentation of Quarterly Financial Report.

City Manager, Mr. Randall Eads, gave a financial update on the City of Bristol, Virginia

as of December 2017. He reported the City has \$28,000,000 in revenue, \$26,000,000 in expenditure with the general fund balance of \$2,000,000. Solid Waste Disposal Funds had revenue of \$3.7 million, \$4,000,000 in expenses and a net loss of \$328,000.00. Capital Projects Fund had revenues of \$4,600,000.00 with expenditures of \$2,100,000.00, leaving a balance of \$2,400,000.00. Mr. Eads also gave a report of the revenue summary. The revenue summary has been documented and attached as part of the February 13, 2018 minutes.

CONSENT AGENDA

9.1 Consider Purchase Requisitions: Total Amount – \$711,743. 93

9.2 Consider a Budget Transfer of \$100,000 from Fund 009 Capital Projects Fund to Fund 001 General Fund

Capital Projects Fund and General Fund

Transfer state maintenance funding for maintenance to the General Fund from the Capital Projects Fund. This type of funding cannot be used for capital items.

Reduce Capital Projects Fund

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|-------------|------------------|------------------------------------|-----------|
| Expenditure | 4-009-95770-3140 | Professional Services | \$20,000 |
| Expenditure | 4-009-95770-8112 | Other Improvements or Construction | \$80,000 |
| Revenue | 3-009-24010-0006 | Street & HWY Maint-Bridge Rehab | \$100,000 |

Increase General Fund

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|-------------|------------------|------------------------------------|-----------|
| Expenditure | 4-001-41020-3140 | Professional Services | \$54,100 |
| Expenditure | 4-001-41020-3310 | Maintenance of Building & Property | \$45,900 |
| Revenue | 3-001-24010-0006 | Street and Highway Maintenance | \$100,000 |

9.3 Consider Appropriating \$150,106 to the FY18 Budget

Police Department

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|---|------------------|--------------------------------|-------|
| Appropriate recovered costs to Operating Supplies & Materials | | | |
| Expenditure | 4-001-31010-6014 | Operating Supplies & Materials | \$106 |
| Revenue | 3-001-19010-0009 | Recovered Costs-Police | \$106 |

Fire Department

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|--|------------------|------------------------------------|----------|
| Appropriate remaining balance of FY 2016 State Homeland Security Program | | | |
| Expenditure | 4-001-32030-5868 | SHSP FY16 Fire Dept Heavy Tactical | \$50,000 |
| Revenue | 3-001-33020-0047 | SHSP FY16 Heavy Tactical Rescue | \$50,000 |

Capital Projects Fund

| | | | |
|---|------------------|-----------------------------------|-----------|
| Appropriate bond proceeds available and set aside for the Falls Development | | | |
| Expenditure | 4-009-95720-8112 | Other Improvements & Construction | \$100,000 |
| Revenue | 3-009-41010-0001 | Local Bond Issue | \$100,000 |

9.4 Consider Approval of City Council Minutes: January 09, 2018
January 25, 2018

Council Member Fleenor made a motion to pull out the January 25, 2018 minutes. Motion was seconded by Council Member Hartley and carried by the following votes:

AYES: Fleenor, Hartley, Hubbard, Wingard and Mumpower

Council Member Hartley made a motion to approve the January 25, 2018 minutes. Motion was seconded by Council Member Hubbard and carried by the following votes:

AYES: Hartley, Hubbard, Wingard and Mumpower
ABSTAIN: Fleenor

Council Member Fleenor made a motion to approve the Consent Agenda for the

January 9, 2018 minutes, purchase requisitions, budget transfer and appropriations.
Motion was seconded by Council Member Hubbard and carried by the following votes:

AYES: Fleenor, Hartley, Hubbard and Mumpower
ABSTAIN: Wingard

10. CLOSED SESSION

Council Member Hartley made a motion to enter into closed session pursuant to §2.2-3711.A5, Code of Virginia, 1950, as amended. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community (unannounced business).

Pursuant to §2.2-3711.A6, Code of Virginia, 1950, as amended. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected (proprietary). Motion was seconded by Vice Mayor Wingard and carried by the following votes:

AYES: Fleenor, Hartley, Hubbard, Wingard and Mumpower

11. Certify Closed Session

Following the Executive Session, by roll call vote, Council Members certified that only business matters lawfully exempted from open meeting requirements and specified in the motion to convene the Executive Session were discussed.

AYES: Fleenor, Hartley, Hubbard, Wingard, and Mumpower

C. Matters to be presented by Members of the Public – Non-Agenda Items.

D. Adjournment.

There being no further business, the meeting was adjourned.

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City Clerk

Mayor