

CITY OF BRISTOL

Tues., Sept.8, 2020

TENTATIVE MILLAGE & BUDGET HEARING

6:00 P.M.

Chairman Durwood Stewart called this meeting to order with Councilmembers Tom Clemons, Charlotte Shuler, Jon Allen, and Vice-chair Margaret Rankin present. Mayor Heather Willis and City Clerk Robin Hatcher were also present.

Mayor Heather Willis offered the opening prayer. Vice-chair Rankin led the Pledge of Allegiance.

Chairman Stewart opened the Tentative Millage & Budget Hearing for FY 2020-2021.

He announced that the City of Bristol anticipates receiving \$40,807 tax proceeds from a ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities in FY 2020/2021. Pursuant to F.S. 212.054(4)(e), the City of Bristol must reduce its ad valorem tax levy by the amount of revenue estimated to be received by the surtax proceeds. The City of Bristol must therefore reduce its ad valorem assessment for FY 2020/2021 by 1.6346 mills, resulting in a \$40,810 reduction in FY 2020/2021 ad valorem proceeds as statutorily required.

Chairman Stewart stated: The City proposes to set its FY 2020/2021 tentative millage rate for general operating purposes at 8.0738 mills, less the statutorily required reduction for Fire Services Surtax proceeds, resulting in a proposed tentative millage rate for the levying of ad-valorem taxes of 6.4392 mills per \$1000. He opened the floor to the public for comments. There were none. He closed the public comment period. Chairman Stewart read proposed Resolution #2020-30 by title. Vice-chair Rankin moved to adopt Resolution #2020-30, A RESOLUTION ADOPTING A TENTATIVE MILLAGE RATE, LESS A STATUTORILY REQUIRED REDUCTION FOR ESTIMATED FIRE SERVICES SURTAX PROCEEDS, FOR THE LEVYING OF AD VALOREM TAXES FOR THE CITY OF BRISTOL FOR FISCAL YEAR 2020/2021; PROVIDING FOR AN EFFECTIVE DATE. Councilwoman Shuler seconded the motion. All voted in favor.

Per TRIM (Truth in Millage) requirements, Chairman Stewart announced:

- 1) The proposed tentative millage rate, adjusted as statutorily required, for FY 2020/2021 is 6.4392 mills per \$1000.
- 2) The current year rolled-back rate is \$6.0290 per \$1000.
- 3) The proposed rate as a percent change of rolled-back rate is 6.80%

He then opened the floor to the public for comments. There were none. He closed the public comment period. Chairman Stewart read Tentative Millage Resolution #2020-31 by title. Vice-chair Rankin moved to adopt TENTATIVE MILLAGE RESOLUTION #2020-31, seconded by Councilwoman Shuler, carried unanimously.

Chairman Stewart discussed the proposed tentative budget for FY 2020/2021 announcing:

- 1) The proposed tentative budget for FY 2020/2021 is \$3,295,228
- 2) This year's proposed operating expenses are 15.6% more than last year's operating expenses
- 3) The tentative millage rate for levying ad valorem taxes, adjusted to reflect a reduction in the ad valorem tax levy by the estimated amount of tax proceeds anticipated to be received from the ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities in FY 2020/2021 has been set at 6.4392 mills per \$1000 for FY 2020/2021.

He opened the floor to the public for comments. There were none. He closed the public comment period.

Chairman Stewart then read Tentative Budget Resolution #2020-32 by title. Vice-chairman Rankin move to adopt TENTATIVE BUDGET RESOLUTION #2020-32, seconded by Councilman Clemons, carried by all.

Chairman Stewart closed the Tentative Millage & Budget Hearing at 6:08 p.m.

Councilwoman Shuler moved to adjourn, seconded by Councilman Allen, all voted in favor. Meeting adjourned at 6:09 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

CITY OF BRISTOL

TUES., SEPT. 8, 2020

REGULAR (Virtual) MEETING

6:30 P.M.

Chairman Durwood Stewart called this meeting to order with Council-members Tom Clemons, Charlotte Shuler, Jon Allen, and Vice-chair Margaret Rankin present. Mayor Heather Willis, Attorney D. Jackson Summers, and City Clerk Robin Hatcher were also present.

Public Works Supervisor Rocky Peddie offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Vice-chair Rankin moved to approve the agenda with the addition of one item: Consider advertising for a building official. Councilman Clemons seconded this motion. All voted in favor.

There were no public comments.

Vice-chair Rankin moved to approve the previous month's minutes, seconded by Councilwoman Shuler, carried by all.

Councilman Clemons moved to approve the monthly bills for payment, seconded by Vice-chair Rankin, approved by all.

Mr. Tommy Rankin addressed the Council, requesting that the City consider performing limited system maintenance in those areas where grinder pumps are in use and inspecting check valves annually. No action was taken by the Council at this time.

Mayor Willis read Resolution #2020-33 by title: A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE SEPTEMBER 8 – SEPTEMBER 14, 2020. Councilman Clemons moved to adopt Resolution #2020-33, seconded by Vice-chair Rankin, all voted in favor.

Chairman Stewart set special (virtual) meetings to consider COVID-19 related issues for Sept. 14, Sept. 21, and Sept. 28, 2020 at 6:30 p.m.

Councilman Clemons moved to approve Roberts & Roberts pay request #1 for the Harvell St. and Virginia G. Weaver St. Resurfacing Project, seconded by Vice-chair Rankin, approved by all.

Operator Wahlquist informed the Council that although he had solicited quotes from three sources he was only able to obtain a quote from one source, as his documentation will confirm, to make repairs/upgrades to the Civic Center lift station. Councilmember Shuler moved to approve the quote submitted by North Florida Construction for \$8756.00 to make repairs/upgrades to the Veterans Civic Center lift station, seconded by Vice-chair Rankin, all voted in favor.

Councilman Clemons moved to approve the road closures for the LCHS Homecoming Parade on Oct 2, 2020 from 12:00 pm – 1:00 pm, seconded by Councilwoman Shuler, carried by all.

Vice-chair Rankin expressed concern that city properties and rights-of-ways were not being adequately maintained and expressed her desire to see the City set an example by taking more pride in the appearance of all city owned properties and ROWs.

Sr. Water/Wastewater Operator Michael Wahlquist informed the Council that he would be out on medical leave for three weeks beginning Sept. 9, 2020 and requested that the Council approve hiring Page Wahlquist as an independent contractor to fill in for him during his sick

leave for \$150.00/day. Councilwoman Shuler moved to approve hiring Page Wahlquist as an independent contractor to perform the water/wastewater plant operator duties temporarily during Michael's 3 week leave of absence for \$150.00/day, seconded by Councilman Allen, carried by all.

Councilman Clemons moved to authorize City Planner Tony Arrant to prepare an Evaluation and Appraisal Notification Letter for Mayor Willis to sign stating the City of Bristol is not requesting changes at this time, seconded by Vice-chair Rankin, carried unanimously.

Clerk Hatcher informed the Council that Building Official Dowling Parrish submitted a letter of resignation effective Sept. 30, 2020. Councilwoman Shuler moved to approve advertising for a contracted building official, seconded by Councilman Clemons, all voted in favor.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilman Allen, all voted in favor. Meeting adjourned at 8:20 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

CITY OF BRISTOL

MON., SEPT. 14, 2020

SPECIAL (Virtual) MEETING

6:30 P.M.

Chairman Durwood Stewart called this meeting to order with Council-members Tom Clemons, Charlotte Shuler, Jon Allen, and Vice-chair Margaret Rankin present. Mayor Heather Willis, Attorney D. Jackson Summers, and City Clerk Robin Hatcher were also present.

Attorney Summers offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Vice-chair Rankin moved to approve the agenda, seconded by Councilman Clemons, approved by all.

There were no public comments.

Mayor Willis read, by title, Resolution #2020-34, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE SEPTEMBER 15 – SEPTEMBER 21, 2020. Vice-chair Rankin moved to adopt Resolution #2020-34, seconded by Councilwoman Shuler, carried by all.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilman Clemons, all voted in favor. Meeting adjourned at 6:50 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

CITY OF BRISTOL

WEDS., SEPT. 16, 2020

EMERGENCY (Virtual) MEETING

11:15 A.M.

Chairman Durwood Stewart called this meeting to order with Council-members Tom Clemons, Charlotte Shuler, Jon Allen, and Vice-chair Margaret Rankin present. Mayor Heather Willis and City Clerk Robin Hatcher were also present.

Councilwoman Shuler moved to approve the agenda, seconded by Vice-chair Rankin, approved by all.

There were no public comments.

Chairman Stewart read aloud, by title, Resolution #2020-35, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY DUE TO HURRICANE SALLY. Vice-chair Rankin moved to adopt Resolution #2020-35, seconded by Councilman Allen, carried unanimously.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilman Clemons, all voted in favor. Meeting adjourned at 11:22 a.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

CITY OF BRISTOL

Tues., Sept.21, 2020

FINAL MILLAGE & BUDGET HEARING

6:15 P.M.

Chairman Durwood Stewart called this meeting to order with Councilmembers Tom Clemons, Charlotte Shuler, and Vice-chair Margaret Rankin present. City Clerk Robin Hatcher and Attorney D. Jackson Summers were also present. Mayor Heather Willis and Councilman Jon Allen were not in attendance.

Vice-chair Rankin led The Lord's Prayer. Chairman Stewart led the Pledge of Allegiance.

Chairman Stewart opened the Final Millage & Budget Hearing for FY 2020-2021.

He announced that the City of Bristol anticipates receiving \$40,807 in tax proceeds from a ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities in FY 2020/2021. Pursuant to F.S. 212.054(4)(e), the City of Bristol must reduce its ad valorem tax levy by the amount of revenue estimated to be received by the surtax proceeds. Therefore, the City of Bristol must reduce its ad valorem assessment for FY 2020/2021 by 1.6346 mills, resulting in a \$40,810 reduction in FY 2020/2021 ad valorem proceeds as statutorily required.

Chairman Stewart stated that the City proposes to set its FY 2020/2021 millage rate for general operating purposes at 8.0738 mills, less the statutorily required reduction for Fire Services Surtax proceeds, resulting in a proposed millage rate for the levying of ad-valorem taxes of 6.4392 mills per \$1000. He opened the floor to the public for comments. There were none. He closed the public comment period. Chairman Stewart read proposed Resolution #2020-36 by title. Vice-chair Rankin moved to adopt Resolution #2020-36, A RESOLUTION ADOPTING A MILLAGE RATE, LESS A STATUTORILY REQUIRED REDUCTION FOR ESTIMATED FIRE SERVICES SURTAX PROCEEDS, FOR THE LEVYING OF AD VALOREM TAXES FOR THE CITY OF BRISTOL FOR FISCAL YEAR 2020/2021 PROVIDING FOR AN EFFECTIVE DATE. Councilman Clemons seconded the motion. All voted in favor.

Per TRIM (Truth in Millage) requirements, Chairman Stewart announced:

- 1) The proposed millage rate, adjusted as statutorily required, for FY 2020/2021 is 6.4392 mills per \$1000.
- 2) The current year rolled-back rate is \$6.0290 per \$1000.
- 3) The proposed rate as a percent change of rolled-back rate is 6.80%

He then opened the floor to the public for comments. There were none. He closed the public comment period. Chairman Stewart read Final Millage Resolution #2020-37 by title. Vice-chair Rankin moved to adopt FINAL MILLAGE RESOLUTION #2020-37, seconded by Councilwoman Shuler, carried unanimously.

Chairman Stewart discussed the proposed budget for FY 2020/2021 announcing:

- 1) The proposed budget for FY 2020/2021 is \$3,295,228
- 2) This year's proposed operating expenses are 15.6% more than last year's operating expenses
- 3) The millage rate for levying ad valorem taxes, adjusted to reflect a reduction in the ad valorem tax levy by the estimated amount of tax proceeds anticipated to be received from the ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities in FY 2020/2021 has been set at 6.4392 mills per \$1000

for FY 2020/2021.

He opened the floor to the public for comments. There were none. He closed the public comment period.

Chairman Stewart then read Final Budget Resolution #2020-38 by title. Vice-chair Rankin move to adopt FINAL BUDGET RESOLUTION #2020-38, seconded by Councilman Clemons, carried by all.

Chairman Stewart closed the Final Millage & Budget Hearing at 6:22 p.m.

Councilwoman Shuler moved to adjourn, seconded by Vice-chair Rankin, all voted in favor. Meeting adjourned at 6:23 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

CITY OF BRISTOL

MON., SEPT. 21, 2020

SPECIAL (Virtual) MEETING

6:30 P.M.

Chairman Durwood Stewart called this meeting to order with Council-members Tom Clemons, Charlotte Shuler, and Vice-chair Margaret Rankin present. Mayor Heather Willis, Attorney D. Jackson Summers, and City Clerk Robin Hatcher were also present. Councilman Jon Allen was not in attendance.

Councilwoman Shuler offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Councilman Clemons moved to approve the agenda, seconded by Vice-chair Rankin, approved by all.

There were no public comments.

Chairman Stewart read, by title, Resolution #2020-39, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE SEPTEMBER 15 – SEPTEMBER 21, 2020. Vice chair Rankin moved to adopt Resolution #2020-39, seconded by Councilman Clemons, all voted in favor.

Chairman Stewart read, by title, Resolution #2020-40, A RESOLUTION APPROVING THE NEGOTIATED AND PRIVATE SALE OF NOT TO EXCEED \$178,800 PRINCIPAL AMOUNT OF THE CITY OF BRISTOL, FLORIDA CAPITAL IMPROVEMENT REVENUE BOND, SERIES 2020; AWARDING SAID SERIES; APPROVING TERMS; PROVIDING DELIVERY; AMENDING RESOLUTION NO. 2020-29; AND OTHER MATTERS.

Councilman Clemons moved to adopt Resolution #2020-40, seconded by Councilwoman Shuler, carried unanimously.

Councilman Clemons moved to advertise for a full-time Water/Wastewater Class C Plant Operator at an annual salary of \$45,000, seconded by Vice-chair Rankin, carried by all.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilwoman Shuler, all voted in favor. Meeting adjourned at 6:56 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

CITY OF BRISTOL

MON., SEPT. 28, 2020

SPECIAL (Virtual) MEETING

6:30 P.M.

Chairman Durwood Stewart called this meeting to order with Council-members Tom Clemons, Charlotte Shuler, Jon Allen, and Vice-chair Margaret Rankin present. Attorney D. Jackson Summers, and City Clerk Robin Hatcher were also present. Mayor Heather Willis was not in attendance.

Councilwoman Shuler offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Vice-chair Rankin moved to approve the agenda, seconded by Councilman Clemons, approved by all.

There were no public comments.

Chairman Stewart read Resolution #2020-41 by title, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE SEPTEMBER 29 – OCTOBER 5, 2020. Vice-chair Rankin moved to adopt Resolution #2020-41, seconded by Councilwoman Shuler, approved by all.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilman Clemons, all voted in favor. Meeting adjourned at 6:59 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher