

**CITY OF BRISTOL**

Tues., Sept. 3, 2019 TENTATIVE MILLAGE & BUDGET HEARING 6:30 P.M.

Chairman Durwood Stewart called this meeting to order with Vice-chairman Tom Clemons, Councilwoman Margaret Rankin, Councilman Brigham Shuler, and Councilwoman Ellen Lewis present. Attorney D. Jackson Summers, and City Clerk Robin Hatcher were also present. Mayor Cutshaw was not in attendance.

Councilwoman Lewis offered the opening prayer. Councilman Shuler led the Pledge of Allegiance.

Chairman Stewart opened the Tentative Millage & Budget Hearing for FY 2019-2020.

He announced that the City of Bristol has received and anticipates receiving proceeds from a ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities as follows:

- 1) Fire Services Surtax anticipated in FY 19/20: \$40,807.
- 2) Underestimated Fire Services Surtax in prior years: \$8,445.

Pursuant to F.S. 212.054(4)(e), the City of Bristol must reduce its ad valorem tax levy by the amount of revenue received/estimated to be received by the surtax proceeds. The City of Bristol must reduce its ad valorem assessment for FY 2019/2020 by 2.1311 mills, resulting in a \$49,252 reduction in FY 2019/2020 ad valorem proceeds as statutorily required.

Chairman Stewart announced: The City proposes to set its FY 2019/2020 tentative millage rate for general operating purposes at 8.5703 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 #2019-05 in its entirety. Councilman Brigham Shuler moved to adopt Resolution #2019-05, 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 2019/2020 PROVIDING FOR AN EFFECTIVE DATE. Vice-chairman Clemons 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 2019/2020 is 6.4392 mills per \$1000.
- 2) The current year rolled-back rate is 5.8879 per \$1000.
- 3) The proposed rate as a percent change of rolled-back rate is 9.36%

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 #2019-06 in its entirety. Councilwoman Rankin moved to adopt TENTATIVE MILLAGE RESOLUTION #2019-06, seconded by Councilman Shuler, carried unanimously.

Chairman Stewart discussed the proposed tentative budget for FY 2019/2020

announcing: 1) The proposed tentative budget for FY 2019/2020 is \$3,514,113  
2) This year's proposed operating expenses are 28.4% 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 received/anticipated to be received from the ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities in FY 2019/2020, plus the underestimated fire tax proceeds received in prior fiscal years, has been set at 6.4392 mills per \$1000 for FY 2019/2020.

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 #2019-07 in its entirety. Vice-chairman Clemons move to adopt TENTATIVE BUDGET RESOLUTION #2019-07, seconded by Councilwoman Rankin, carried by all.

Chairman Stewart closed the Tentative Millage & Budget Hearing at 6:40 p.m.

Councilman Shuler moved to adjourn, seconded by Vice-chairman Clemons, all voted in favor. Meeting adjourned at 6:40 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

**CITY OF BRISTOL**

Monday, Sept 9, 2019      FINAL MILLAGE & BUDGET HEARING      6:15 P.M.

Chairman Durwood Stewart called this meeting to order with Vice-chairman Tom Clemons, Councilwoman Margaret Rankin, and Councilman Brigham Shuler present. Attorney D. Jackson Summers, and City Clerk Robin Hatcher were also present. Mayor Steven Cutshaw and Councilwoman Ellen Lewis were not present.

Councilman Clemons offered the opening prayer. Councilwoman Rankin led the Pledge of Allegiance.

Chairman Stewart then opened the Final Millage & Budget Hearing for FY 2019/2020. He announced that the City of Bristol has received and anticipates receiving proceeds from a ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities as follows:

- 1) Fire Services Surtax anticipated in FY 2019/2020: \$40,807.
- 2) Underestimated Fire Services Surtax in prior years: \$8,445.

Pursuant to F.S. 212.054(4)(e), the City of Bristol must reduce its ad valorem tax levy by the amount of revenue received/estimated to be received by the surtax proceeds. The City of Bristol will, therefore, reduce its ad valorem assessment for FY 2019/2020 by 2.1311 mills, resulting in a \$49,252 reduction in FY 2019/2020 ad valorem proceeds as statutorily required.

Chairman Stewart announced: The City proposes to set its FY 2019/2020 millage rate for general operating purposes at 8.5703 mills, less the statutorily required reduction for Fire Services Surtax proceeds, resulting in a proposed final 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 #2019-08 in its entirety. Councilman Brigham Shuler moved to adopt Resolution #2019-08, 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 2019/2020; PROVIDING FOR AN EFFECTIVEDATE. Councilwoman Rankin 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 2019/2020 is 6.4392 mills per \$1000.
- 2) The current year rolled-back rate is 5.8879 per \$1000.
- 3) The proposed rate as a percent change of rolled-back rate is 9.36%

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 #2019-09 in its entirety. Councilwoman Rankin moved to adopt FINAL MILLAGE RESOLUTION #2019-09, seconded by Vice-chairman Clemons, carried unanimously.

Chairman Stewart discussed the proposed budget for FY 2019/2020, announcing:

- 1) The proposed Budget for FY 2019/2020 is \$3,514,113
- 2) This year's proposed operating expenses are 28.4% 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 received/anticipated to be received from the ½ Cent Discretionary Surtax for Emergency Fire Rescue Services and Facilities in FY 2019/2020, plus the underestimated fire tax proceeds received in prior fiscal years, has been set at 6.4392 mills per \$1000 for FY 2019/2020.

He opened the floor to the public for comments. There were none. He closed the public comment period. Chairman Stewart then read Budget Resolution #2019-10 in its entirety. Councilman Shuler move to adopt FINAL BUDGET RESOLUTION #2019-10, seconded by Vice-chairman Clemons, carried by all.

Chairman Stewart closed the Final Millage & Budget Hearing at 6:21 p.m.

Councilman Shuler moved to adjourn, seconded by Vice-chairman Clemons, all voted in favor. Meeting adjourned at 6:21 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

**CITY OF BRISTOL**

Monday, Sept 9, 2019

REGULAR COUNCIL MEETING

6:30 P.M.

Chairman Durwood Stewart called this meeting to order with Vice-chairman Tom Clemons, Councilwoman Margaret Rankin, and Councilman Brigham Shuler present. Attorney D. Jackson Summers, Mayor Steven Cutshaw, and City Clerk Robin Hatcher were also present. Councilwoman Ellen Lewis was not present.

Public Works Supervisor Rocky Peddie offered the Invocation, and Councilman Shuler led the Pledge of Allegiance.

Vice-chairman Clemons moved to approve the agenda, seconded by Councilwoman Rankin, all voted in favor.

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

Councilman Shuler moved to approve the montly bills for payment, seconded by Vice-chairman Clemons, approved by all.

The Council reviewed sealed bids received and opened in accordance with an advertised RFP for a City of Bristol Fencing Project . They were received as follows:

Bracewell, Inc.	\$67,000.00
B & T Fencing, Inc.	\$84,300.00

Councilman Shuler moved to accept the low bid submitted by Bracewell, Inc., seconded by Vice-chairman Clemons. Councilwoman Rankin abstained from voting citing a conflict of interest, disclosing that the owner of Bracewell, Inc. was a relative (sister-in-law). Motion carried by all.

The Council reviewed sealed bids received and opened in accordance with an advertised RFP for a City of Bristol Well Controls Installation Project. One bid was received as follows:

Universal Electric of Tallahassee, Inc.	\$7500.00
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Vice-chairman Clemons moved to accept this bid, contingent upon a determination of a stable foundation of the elevated tower tank, seconded by Councilman Shuler, accepted by all.

In accordance with an advertised RFP, the Council opened and received sealed bids for the City of Bristol Main Street and Walnut Street SCOP Resurfacing Project. They were opened and received as follows:

C.W. Roberts Contracting, Inc.	\$213,964.25
Roberts & Roberts, Inc.	\$232,544.00
Capital Asphalt, Inc.	\$196,442.00

Councilwoman Rankin moved to accept the low bid submitted by Capital Asphalt, Inc., seconded by Vice-chairman Clemons, carried unanimously.

The Council, by general consensus, agreed to allow Clerk Hatcher to use her discretion in issuing asewer hardship waiver for the property located at 13758 NW Irma

Lane #3, if a satisfactory remedy to the infiltration of sand into the grinder pump could not be quickly identified and implemented.

## SITE PLAN HEARING

Chairman Stewart opened a Site Plan Hearing to consider accepting a Site Plan Amendment proposing to expand the speech/language therapy office and private school, Communication Station, LLC and Gold Star Private Academy, Inc., serving ages PK-12 grade at 11288 NW SR 20 by adding two portable units. In his absence, Clerk Hatcher advised the Council that City Planner, Tony Arrant, had reviewed the Site Plan and had determined that it was compliant with code and that he had no concerns with accepting the Amended Site Plan.

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

There was no further discussion of the Council. Councilman Shuler moved to accept the Site Plan Amendment, seconded by Vice-chairman Clemons, approved by all.

Chairman Stewart closed the Site Plan Hearing.

Vice-chairman Clemons moved to approve a list of 7 proposed Charter Amendments, as prepared by Attorney Summers, for inclusion on the November 12, 2019 Referendum Ballot to be voted on by registered voters in the City of Bristol. Councilwoman Rankin seconded his motion. Motion carried unanimously.

Vice-chairman Clemons moved to terminate the City's contract with Rostan Solutions, third party FEMA Consultant, seconded by Councilwoman Rankin, carried by all.

Councilman Shuler moved to approve executing a Mutual Aid Agreement for Water/Wastewater Systems in the event of sustained physical damages from a natural or man-made disaster utilizing the Florida Flawarn System, seconded by Councilwoman Rankin, all voted in favor.

By general consensus, all expressed that they were in favor of moving forward with pursuing the City of Bristol's proposed LMI project which consists of converting areas of low pressure sewer to a gravity fed sewer system, even if it requires obtaining a loan to meet the 25% Local Mitigation Strategy required matching funds.

The Council discussed projects for submission to Senator Montford for the 2020 Senate District 3 Legislative Budget Request. The approved projects to be considered which the Council chooses to seek funding for include 1) New water well on the north side of Bristol 2) Expansion of the City of Bristol Fire Station 3) Necessary updates at the Wastewater Treatment Plant 4) Matching funds for the Sewer Conversion LMI Project.

Councilman Shuler moved to approve repairs to the lift station located beside Veteran's Memorial Civic Center and estimated to cost \$3k - \$4k., seconded by Vice-chairman Clemons, approved unanimously.

There being no further business, Councilwoman Rankin moved to adjourn, seconded by Councilman Shuler, all voted in favor. Meeting adjourned at 8:22 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

Monday, Sept. 30, 2019

**CITY OF BRISTOL**  
SPECIAL COUNCIL MEETING

6:00 P.M.

Chairman Durwood Stewart called this Special Meeting to order with Vice-chairman Clemons, Councilwoman Ellen Lewis, and Councilwoman Margaret Rankin present. Attorney D. Jackson Summers and City Clerk Robin Hatcher were also present. Mayor Steven Cutshaw and Councilman Brigham Shuler were not in attendance.

Councilwoman Lewis offered the Invocation. Deputy Mitch Willis led the Pledge of Allegiance.

After some discussion of how to best enforce the City's Code Enforcement Policy, the Council, at the suggestion of Attorney Summers, has requested that he prepare a citizen complaint form that can be submitted anonymously to the Code Enforcement Officer for investigation and proper action taken in the event that a property is found to be non-compliant with the City's Nuisance Code. The form will be presented at the next Regular Council Meeting to obtain Council's approval to utilize the anonymous complaint form for furthering the successful administration of Nuisance Ordinance #2004-04.

There being no further business, Councilwoman Rankin moved to adjourn, seconded by Councilwoman Lewis, all voted in favor. Meeting adjourned at 6:26 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher