



City Council
Anthony Farnum, Mayor
Neal Osborne, Vice-Mayor
Bill Hartley, Council Member
Kevin Wingard, Council Member
Becky Nave, Council Member



CITY COUNCIL
300 Lee Street, Bristol, Virginia 24201
June 28, 2022

6:00 PM

Call to Order

Moment of Silence

Pledge of Allegiance

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

REGULAR AGENDA

- 1. [Approval of Program Year 2022 CDBG Annual Action Plan and HOME funds.](#)
- 2. [Approval of Preliminary Injunction Order in re: The City of Bristol, Tennessee v. The City of Bristol, Virginia \[1:22-cv-23\]](#)

E. Ordinances Second Reading

- E1. [Second Reading of an Ordinance to Vacate all of a Certain Public Right-of-Way. \[Ordinance 22-7\]](#)
- E2. [Second reading of an Ordinance to Create a Zoning Map Amendment for Property Located at 222 Oak Street. \[Ordinance 22-8\]](#)

CONSENT AGENDA

- 1. [Approval of Minutes of the May 14, 2022, City Council Meeting.](#)
- 2. [Approval of Minutes of the June 17, 2022, Called Meeting of City Council.](#)
- 3. [Supplemental Appropriation of -\\$444,778 effective June 30, 2022](#)
- 4. [Budget Transfer GENERAL FUND](#)

F. Adjournment

CITY COUNCIL AGENDA ITEM SUMMARY

Meeting Date: June 28, 2022 Department: Community Development and Planning

Staff Contact: Ellen Tolton, CDBG Coordinator

AGENDA ITEM WORDING:

Approval of Program Year 2022 CDBG Annual Action Plan and HOME funds.

ITEM BACKGROUND:

The City of Bristol is an annual recipient of federal funding through the U.S. Department of Housing and Urban Development (HUD). The entitlement funds may be spent to develop or sustain viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low-to-moderate income persons. All entitlement funds are disbursed through the City's Community Development Block Grant (CDBG) program. The City has been allocated \$269,250 in entitlement funds. The City also participates in the TN/VA HOME Consortium which receives HUD funding. The PY 2022 annual allocation of HOME funds for Bristol is \$82,724. Carryover from previous years is approximately \$173,000. The Council sub-committee was appointed and reviewed staff recommendations May 9 2022.

PREVIOUS RELEVANT ACTION:

1st public hearing held March 22 2022 Council Sub-committee was appointed to review/approve staff recommendations; they met with staff May 9 2022 2nd public hearing held June 14 2022 Council tabled PY 2022 Annual Action Plan Approval for additional information

STAFF RECOMMENDATION:

Approve 2022 CDBG Annual Action Plan as presented.

DOCUMENTATION:

[DRAFT CDBG Annual Action Plan PY 2022.pdf](#)



CITY OF BRISTOL, VIRGINIA

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

ANNUAL ACTION PLAN PY 2022

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Bristol, Virginia is part of the Kingsport-Bristol VA-Bristol TN Metropolitan Statistical Area in Southwest Virginia/Northeast Tennessee. The City of Bristol Virginia has an overall poverty rate of 17.2% (2020 5-year ACS) with a negative population change of 4% from 2010-2020. The City has five census tract blocks that exceed LMI (80% AMI) rates of 50%. The housing stock in Bristol trends older compared to the market area and southwest region. Eighty-nine percent (89%) of the housing stock in the City was built prior to 1990, 35% prior to 1960. City-wide, the Median Household Income is only 52%, or half, of that of the Commonwealth of Virginia (\$39,679 compared to \$76,398). Per capita income in the City is \$25,979 which compares very unfavorably with the state (\$41,255) and the nation (\$35,384). Eighty-two point one percent (82.1%) of all children in the City of Bristol are eligible for the free/reduced lunch program compared to 44.2% in the Commonwealth. All of these statistics demonstrate that the City of Bristol still falls well behind the state and the nation economically. Additionally, the City is home to a population of 16.9% people, under the age of 65, who are considered disabled - this is compared to only 8.0% in the Commonwealth.

This year, the City of Bristol has been allocated \$269,250 in HUD funds for its CDBG program and \$82,724 in HOME funds. While the City of Bristol Virginia provides administration and oversight for its CDBG allocation, its HOME funds are managed by the First Tennessee Development District (FTDD), who serves as the administrative agent for the HOME Consortium of which the City of Bristol Virginia is a member. Bristol, Tennessee is the lead entity for the HOME Consortium. FTDD is responsible for administering all projects undertaken by the Consortium, which includes HOME funds for Bristol Virginia's larger home rehabilitation projects.

The City continues to value comments from its residents, and as such, has reviewed any and all public comments received, and established funding priorities for its PY 2022 CDBG allocation. Based on these priorities, the City has established its PY 2022 CDBG Annual Action Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City will benefit the LMI population in the City by using its CDBG funding for Economic Development, Sidewalk and infrastructure improvements, demolition of blighted properties, emergency home repair, and Code Enforcement activities. The City will use carryover funding for Economic Development activities including facade improvement grants in the Enterprise Zone and job training/job placement activities. The need for these projects remains critical and a priority for the City. Also included in this plan are specific public infrastructure improvements that will address pedestrian and public transit safety. Blighted structures remain prevalent in some of the lower income residential area, particularly an area locally called "King Town" and the City will allocate funding for this purpose. In addition, the City will fund emergency housing rehabilitation projects that continue to successfully address blight and low-to-moderate income family distress due to substandard and/or unsafe living conditions. With an aging housing stock, this program remains essential to keeping seniors in their homes, safely and comfortably. These homeowners are typically elderly, disabled and living on fixed incomes, relying on social security in their retirement. Many of these individuals are also in need of ADA accessibility in their homes which are met through this program. This program continues to be in high demand with a waiting list.

The City recently had a consultant develop a City-wide Housing Needs Assessment. Major findings include: housing of all types is needed; the current state of the housing market is worsening the availability of housing; federal reimbursement programs and COVID restrictions have further reduced availability; revitalization is key to increasing the housing stock. Thirty-six percent (36%) of renters are cost burdened in the area which points to a need for lower-income housing. Strategy recommendations include: Decreasing the number of vacant units and substandard housing stock; increasing the number of workforce rentals, targeting those who commute to Bristol for work and employees from forthcoming major developments; facilitating the development of housing for seniors through modifications, service programs, and alternative approaches; and creating internal mechanisms that promote and enable the development of needed housing types. Some of these findings and goals can be met with CDBG funding such as the home repair program and demolition, etc.

The City will also provide funding for local agencies providing vital public service agencies.

Specific Objectives:

The City's priorities are as follows:

- to support programs that assist homeowners with emergency repairs to aid them in repairing their homes so they can remain safe and comfortable within their homes in challenging economic times
- to support initiatives to provide services and permanent supportive housing for the homeless
- to support activities that provide supportive services and meet basic/essential needs for the City's low- and moderate-income households

- to support organized efforts to leverage resources that will improve neighborhood sustainability, livability, and availability of necessary resources through infrastructure improvements including ADA accessibility and sidewalks
- to continue neighborhood revitalization activities that address blight and code enforcement issues
- to provide economic development and opportunities to support employability, job placement and job creation, and economic development activities that support downtown and business initiatives in order to create a more vibrant and prosperous community

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Home improvements/emergency rehab continue to be in high demand and for the past two years, there has been a waiting list from one program year to another. So far in PY 2021 (first three quarters), the Home Repair program has assisted ten (10) extremely low to moderately low-income households with home repair/rehabilitation to make their homes meet safety codes, be more comfortable, safe and energy efficient. Currently, five additional projects are in progress and there are 14 eligible applicants on the waiting list. Improvements include roof replacements, window replacements, HVAC services, ADA accessibility, etc.

CDBG funding continues to support the City's critical public service providers that provide direct services to low- to moderate-income community members and residents. The City's homeless have been assisted through its agency partners, which includes Kings Mt. Permanent Supportive Housing which houses up to 12 chronically homeless men (this PSH property has remained close to or at capacity since 2010), and Crossroads Medical Mission which provides health care to the homeless and uninsured. The City's abused and neglected children have been assisted through the Children's Advocacy Center and the CASA program - collectively in PY 2021, 135 abused/neglected children were assisted in the City, improving their outcomes to find safe and permanent homes. 301 LMI-individuals received medical care and prescriptions through Crossroads Medical Mission, and 63 individuals received literacy and job skills through the Bristol Public Library's Jones Creativity Center, 44 individuals being placed in jobs. It must be noted that these are fairly good numbers given that COVID-19 continued to pose service provision barriers during the year.

Demolition activities will be occurring during the second half of PY 2021.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

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The City developed this Annual Action Plan after consulting with public and private partners. A notice was published in the *Bristol Herald Courier* on Friday, March 4, 2022, announcing a public hearing at a regularly scheduled Council Meeting on March 22, 2022, as well as eligible categories of funding, and CDBG program contact information. This notice was also placed on the City's website and in the public library. The public hearing was held on March 22, 2022 to receive any comments and to report on the status of the existing program and to seek community input on housing and community development needs. As per HUD's requirements, a 30-day public comment period was observed between March 22, 2022 and April 22, 2022. Several public service applicants spoke on behalf of their organizations and their annual requests for CDBG funding; these included: Callie Cunningham - Girls Inc; TJ DeWitt - Jones Creativity Center; Anna Bryant - Appalachian Independence Center; Melanie Fleenor - Bristol Transit; Kelli Smith - People Incorporated; Lisa Cofer - United Way; Lynn Pannell - Bristol Redevelopment and Housing Authority; Cindy Rockett - Crossroads Medical Mission. There were no other public comments received either at the first public hearing or through the comment period.

The availability of the draft Annual Action Plan for public review was advertised in the *Bristol Herald Courier* on Friday, May 27, 2022 along with the announcement of a second public hearing to be held at a regularly scheduled Council meeting on Tuesday, June 14 2022. This notice was also posted on the City website and the Bristol Public Library.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments have been accepted and included in this plan.

7. Summary

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	BRISTOL	Community Development
HOME Administrator		First TN Development District

Table 1 – Responsible Agencies

Narrative (optional)

The 5-year Consolidated Plan and the Annual Action Plan are prepared by the Community Development Specialist. The Community Development Specialist handles all administration, drawdowns, IDIS administration, public service sub-recipient contracts and oversight, contracts and bidding for home repairs and demolition, and all required environmental reviews. The Finance Department approves all purchase requisitions and IDIS drawdowns.

Consolidated Plan Public Contact Information

Consolidated Plan and Annual Action Plan Public Contact Information is available in City Hall, in the office of the Community Development Specialist, Ellen Tolton, Room 108, and on the City's website.

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City developed this Annual Action plan after consulting public and private partners. A notice was published in the Bristol Herald Courier on Friday, March 4, 2022 announcing the March 22, 2022 public hearing, eligible categories of funding, and CDBG program contact information. The public hearing was held on March 22, 2022 to report on the status of the existing programs and to seek community input on housing and community development needs. As per HUD's requirements, a 30-day public comment period was observed between March 22, 2022 and April 22 2022.

A second public hearing was held on Tuesday, June 14, 2022 with a final draft of the Annual Action Plan and intended uses of the CDBG allocation. Prior to the second public hearing, two members of City Council reviewed and approved staff recommendations.

The availability of the draft Annual Action Plan for public review was advertised in the Bristol Herald Courier on Friday, May 27, 2022, along with the announcement of the second public hearing to be held at a regularly scheduled City Council meeting on June 14, 2022.

City Council approved the PY 2022 Annual Action Plan at the regularly scheduled Council meeting held on _____.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City works closely with social service providers, community action agencies, lenders, builders, developers and other housing providers as well as other local governmental agencies on a regular basis as members of the Bristol Housing Coalition, Cumberland Plateau Continuum of Care and the Northeast TN/VA HOME Consortium. Additionally, the City is a member of the Community Coordination Team that was started due to COVID which demanded the need for all service providers to work together as Bristol VA and TN addressed issues related to the pandemic. These groups include agencies that focus on services to homeless, children, elderly persons, veterans, persons with disabilities, and persons with HIV/AIDS and their families. In addition to public service agencies, housing providers and health providers are represented as well.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Cumberland Plateau Continuum of Care, under the leadership of People Incorporated of Virginia, continues to operate King's Mountain Supportive Housing project. This building, located in Bristol, Virginia, consists of 12 permanent supportive housing units for chronically homeless, disabled men. The facility typically remains at capacity with a waiting list comprised of chronically homeless men who wish to move into the housing and receive independence-building case management services. This building was donated by a local businessman and has become the first housing of this type in Bristol and in Southwest Virginia. The City of Bristol, in its partnership with the Cumberland Plateau Continuum of Care, continues to address the needs of its homeless and participates in the Point in Time Count each year in January. The Continuum of Care meets every three months. This year, City staff interviewed/survey homeless persons during the Point in Time count at a local homeless day service provider, Hunt Memorial Church.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

No ESG funds are received through the City of Bristol.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Adult Learning Lab
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Education Services-Employment Other government - Local Foundation
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was solicited for needs input and project development regarding job skills and literacy training.
2	Agency/Group/Organization	Believe in Bristol
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Services-Education Service-Fair Housing Services - Victims Regional organization Community Action Agency Community Development Financial Institution

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff regularly participates in the agency's focus groups to determine local needs in its service area. Staff also uses the organization's annual Needs Assessment to inform its CDBG activities.
3	Agency/Group/Organization	Bristol Redevelopment & Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Employment Service-Fair Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City of Bristol is a long-term member of the Bristol Housing Coalition which is held monthly through the Bristol Redevelopment and Housing Authority (BRHA) to discuss current needs and services within the Bristol community. Staff currently participates in the Bristol Housing Coalition to discuss agencies and services in the City that prevent homelessness and promote affordable housing.
4	Agency/Group/Organization	Department of Social Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Service-Fair Housing Services - Victims Child Welfare Agency Other government - Local
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City of Bristol staff works closely with the local Department of Social Services to identify needs of low- to moderate-income individuals and families with Bristol communities.
5	Agency/Group/Organization	Crossroads Medical Mission
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency Regional organization Foundation
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	In addition to assisting the City identify the needs of its lowest income families, staff continues to work with Crossroads Medical Mission (and other local partners) to address homeless issues in the City by providing additional resources for them.
6	Agency/Group/Organization	Health Department
	Agency/Group/Organization Type	Services-Health Health Agency Other government - State
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Health needs

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Health Department provides the City with health needs among lower income populations and lead-based paint strategies. They have been invaluable during the recent pandemic.
7	Agency/Group/Organization	Family Promise of Bristol
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless Services-Education Service-Fair Housing Regional organization Foundation Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Family Promise of Bristol has taken a leading role in addressing homelessness issues in Bristol. They have been coordinating a bi-monthly Bristol Coalition meeting created to address pandemic needs in both Bristol VA and TN. This Coalition provides identifies local issues and resources to address them.

Identify any Agency Types not consulted and provide rationale for not consulting

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Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	People Incorporated	The CoC plan identifies homeless needs and an expansion plan to address them, including providing Rapid Rehousing and permanent supportive housing. The City's annual Action Plan provides support to housing up to 12 chronically homeless and disabled men.
Northeast TN/VA HOME Consortium	Bristol, TN	There are seven localities/members that develop their plan with the regional strategy of the Consortium which helps the City of Bristol inform its application and distribution of HOME funds.
City Comprehensive Plan 2017	City of Bristol, VA	The most recent adopted Comprehensive Plan continues to influence the goals of the CDBG Annual Action Plan. Multiple work groups of citizens and staff members, convened in order to identify short-and long-term needs, incorporating citizen input. The top issues identified by Citizens in all groups are job creation and economic development, blight and deteriorating infrastructure, and downtown accessibility.
Housing Needs Assessment	City of Bristol, VA	The City of Bristol hired a consultant to conduct a city-wide Housing Needs Assessment (June 2021) to provide current market and housing information which will inform future CDBG Annual Action Plans.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

First and foremost, as the City developed its 5-year action plan, it carried out a community needs assessment/survey which received 260 responses that were summarized to inform the City's 5-year action plan.

The City continues to develop its annual CDBG goals and activities after consulting private and public partners. It also relies on previous uses of CDBG funding, and associated spending and demand.

A notice was published in the Bristol Herald Courier on Friday, March 4, 2022 announcing the first public hearing on Tuesday, March 22, 2022. Staff provided eligible categories of funding, and CDBG program contact information. The hearing was held as scheduled to report on the status of the existing program and to seek community input on housing and community development needs. As per HUD's requirements, a 30-day public comment period was observed between March 22, 2022 and April 22, 2022. The availability of the draft Annual Action Plan was made available for public review and was advertised in the Bristol Herald Courier on Friday, May 27, 2022 along with notice of the 2nd public hearing. The goals for this year's Action Plan consisted of similar activities to last year, which are all included in the 5-year Consolidated Plan. These goals remain priorities for the City.

A second public hearing was held at a regularly scheduled Council meeting on June 14, 2022. The notice for this meeting was published in the Bristol Herald Courier on Friday, May 27, 2022.

The City provided information to Bristol residents, non-profit agencies, City departments, and business entities through public notices and Coalition meetings, emails, website postings. The City was able to post the Annual Action Plan at the Public Library, in Room 108 at City Hall. and on the City's website. Reasonable notification and access for citizens was available in accordance with the grantee's certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.

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Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	n/a	None.	None	
2	Public Hearing	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	The 1st public hearing was held at a regularly scheduled Council meeting on March 22, 2022 with typical attendance	None	N/A	
3	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	None	None	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Public Hearing	Non-targeted/broad community	A 2nd public hearing was held at a regularly scheduled Council meeting on June 14, 2022 with typical attendance		All comments were accepted.	
5	Internet Outreach	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	A copy of both public notices was placed on the City website as was the Annual Action Plan.	None.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
7	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The CDBG application for public service agencies was emailed to past grantees as well as those public service agencies that were eligible to apply; additionally, the application was placed on the City's website.	The City received ten completed applications.	All applications were accepted, reviewed and score by a committee.	
8	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community				

Table 4 – Citizen Participation Outreach

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Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City was allocated \$269,250 CDBG Entitlement funding from HUD for Program Year 2022. It will also be utilizing approximately \$_____ in carryover funds from prior years. These funds will assist the City in carrying out its goals and objectives during the PY 2022.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	269,250	0	173,000	442,250	1,000,000	Historically, the City of Bristol receives about \$250,000 per year in CDBG funding. This year the City received \$269,250. It does not anticipate any program income and estimates that there will be \$173,000 carried over.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how

matching requirements will be satisfied

Firstly, the City generates leveraged funding and resources from its public service partners that receive public service grants. In 2021, the City used \$33,236 its CDBG allocation to fund ten (10) public service agencies. In turn, these agencies collectively raised \$2,033,350.17 to fully operate their programs. These leveraged funds came from donors, foundations, as well as local, state and federally funding. Additionally, these agencies utilized 2,676.75 volunteer hours to meet their missions, a total value of \$76,394.45.

Secondly, the City is able to leverage funding from City resources, including state maintenance funds and VDOT grant funds to make public infrastructure improvements. This includes sidewalks, ADA accessibility, and other pedestrian improvements. The City must also subsidize a portion of the Community Development Specialist as she carries out CDBG activities as well as the Code Enforcement Officer. The Enterprise Zone incentives are based on significant private investments made to the City, both commercially and in job creation/placement. So as CDBG funds are used to incentivize economic development activities, these also leverage additional project resources.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City owns very little property in the City. The City owns an old school building which is in the process of having environmental studies completed and a redevelopment/reuse plan completed with state funds. Final determination and usage of that building, if any, is yet to be determined.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2020	2024	Affordable Housing	LMI households	Housing Rehabilitation	CDBG: \$75,000	Homeowner Housing Rehabilitated: 8 Household Housing Unit

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Public Infrastructure/Sidewalks	2020	2024	Non-Housing Community Development	BRISTOL COMMERCIAL HISTORIC DISTRICT AREA SURROUNDING ALL PUBLIC HOUSING UNITS Census Tract 202, BG 3 Census Tract 203, BG 2 all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4	Public Improvements and Infrastructure	CDBG: \$39,500	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Service Agencies	2020	2024	Public Housing Homeless Non-Housing Community Development	BRISTOL COMMERCIAL HISTORIC DISTRICT AREA SURROUNDING ALL PUBLIC HOUSING UNITS Census Tract 202, BG 3 Census Tract 203, BG 2 LMI households all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4	Public Service Agencies Homeless Services Economic Development	CDBG: \$39,200	Public service activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 200 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Neighborhood Revitalization	2020	2024	Blight	BRISTOL COMMERCIAL HISTORIC DISTRICT Census Tract 202, BG 3 Census Tract 203, BG 2 Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4 Opportunity Zone CT 201, 204	Public Improvements and Infrastructure	CDBG: \$20,000	Buildings Demolished: 3 Buildings
5	Economic Development	2020	2024	Affordable Housing Non-Housing Community Development	BRISTOL COMMERCIAL HISTORIC DISTRICT Enterprise Zone	Economic Development	CDBG: \$12,000	Jobs created/retained: 20 Jobs Businesses assisted: 2 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Code Enforcement	2020	2024	Non-Housing Community Development	AREA SURROUNDING ALL PUBLIC HOUSING UNITS Census Tract 202, BG 3 Census Tract 203, BG 2 all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4	Housing Rehabilitation Affordable Housing Public Improvements and Infrastructure	CDBG: \$29,700	Housing Code Enforcement/Foreclosed Property Care: 40 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Rehabilitation
	Goal Description	This goal includes repairing/rehabbing homes owned by LMI to meet building codes, encourage energy efficiency, and keep homes warm, safe and dry. This goal also includes addressing any ADA needs by LMI/disabled/senior home owners.

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2	Goal Name	Public Infrastructure/Sidewalks
	Goal Description	This goal includes sidewalks, ADA Accessibility, and public facility improvement requests.
3	Goal Name	Public Service Agencies
	Goal Description	The goal of financially assisting public service agencies is to provide resources that support housing and economic opportunities for disadvantaged families and individuals.
4	Goal Name	Neighborhood Revitalization
	Goal Description	This project consists of addressing blight issues including demolition and also encourage participation in the labor market which has been severely strained during the COVID pandemic, through second-change employment opportunities.
5	Goal Name	Economic Development
	Goal Description	Funding for the goal of Economic Development will enable the City to provide Enterprise Zone facade improvement grants to improve downtown and to increase the availability of job skills training/job placement. The City's labor market workforce has been very constrained by the COVID pandemic and is struggling to meet its labor demand needs. The City has been working with partners to provide neighborhood/city-wide job revitalization efforts including second-change job placement activities.
6	Goal Name	Code Enforcement
	Goal Description	The goal of this project is to keep neighborhoods and the City clean and safe for residents and visitors.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following projects carried out with entitlement CDBG funds will enable the City to benefit its LMI families and communities by making the City safer, improving failing or poor infrastructure and assisting with the City's economic vitality, making the City more inviting to visitors and possible new residents.

Projects

#	Project Name
1	Administration - CDBG Program
2	Code Enforcement
3	Demolition
4	Home Repair - Emergency
5	Sidewalks/ADA Accessibility
6	Economic Development
7	Public Service

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

First of all, administration is a necessary expense. Housing rehabilitation, City infrastructure, economic development and code enforcement remain priorities for the City in order to keep it safe and livable. Median household incomes remain low, while poverty and housing cost burdens remain high, necessitating sufficient vital public service in these areas.

AP-38 Project Summary
Project Summary Information

Note: Funding for Projects includes carry-over

Annual Action Plan
2022

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Activity	Start Date	End Date	Responsible Party	Status
1. Review and update the current business plan.	01/01/2021	03/31/2021	John Doe	Completed
2. Conduct a market analysis to identify new opportunities.	04/01/2021	06/30/2021	Jane Smith	In Progress
3. Develop a new product line to expand the current offerings.	07/01/2021	09/30/2021	John Doe	Not Started
4. Implement a new marketing strategy to increase brand awareness.	10/01/2021	12/31/2021	Jane Smith	Not Started
5. Review and update the current business plan.	01/01/2022	03/31/2022	John Doe	Not Started

1	Project Name	Administration - CDBG Program
	Target Area	BRISTOL COMMERCIAL HISTORIC DISTRICT AREA SURROUNDING ALL PUBLIC HOUSING UNITS Census Tract 202, BG 3 Census Tract 203, BG 2 Enterprise Zone LMI households all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4 Opportunity Zone CT 201, 204
	Goals Supported	Housing Rehabilitation Public Infrastructure/Sidewalks Public Service Agencies Neighborhood Revitalization Economic Development Code Enforcement
	Needs Addressed	Housing Rehabilitation Public Service Agencies Homeless Services Affordable Housing Economic Development Public Improvements and Infrastructure
	Funding	CDBG: \$53,850
	Description	The City will use these funds for the general administration of the CDBG Entitlement program, including fair housing activities, training, salary and benefits for the CDBG Coordinator, marketing and all other related administrative activities.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	All CDBG projects and activities are administered by the Community Development Specialist; the City estimates that more than 1,000 LMI individuals and families will benefit from these activities.
	Location Description	General administration activities will affect individuals and families living and working in target areas.

	Planned Activities	The Community Development Specialist will provide administration for all activities covered under this Annual Action Plan for PY 2022. Other costs under administration include fair housing activities, community development planning activities, training, salaries and benefits, marketing, public notice costs, office supplies, and other administration needs.
2	Project Name	Code Enforcement
	Target Area	Census Tract 202, BG 3 Census Tract 203, BG 2 LMI households all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4
	Goals Supported	Code Enforcement
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$29,700
	Description	This project will cover code enforcement activities provided to improve the City and make it safer for all residents. Activities include demolition, inspection of residences in response to concerned citizen requests, and identification of infrastructure needs, particularly in LMI areas of the City.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	40 residences and the LMI neighborhoods they are located in will benefit from code enforcement activities.
	Location Description	LMI neighborhoods.
	Planned Activities	The Code Enforcement officer will receive and address community and property complaints; review any obvious code violations through regular windshield observations; assist with demolition activities; and assist with social service questions and requests.
	Project Name	Demolition

3	Target Area	BRISTOL COMMERCIAL HISTORIC DISTRICT Census Tract 202, BG 3 Census Tract 203, BG 2 all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Public Improvements and Infrastructure
	Funding	CDBG: \$26,000
	Description	This project includes the identification, inspections, and demolition of blighted and unsafe structures.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 3 blighted structures will be removed benefiting neighborhoods.
	Location Description	Within City limits.
	Planned Activities	Approximately 3 blighted structures will be demolished as identified by the Code Enforcement officer Building Official, and prioritized by City management.
4	Project Name	Home Repair - Emergency
	Target Area	Census Tract 202, BG 3 Census Tract 203, BG 2 LMI households Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$75,000
	Description	Emergency home repairs services will be provided to eligible LMI homeowners to make their homes warm, safe and dry.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	At least 8 LMI households will receive home repair to bring their homes to code, making them safer and more energy-efficient, and more accessible.
	Location Description	Within City limits.
	Planned Activities	Houses owned by LMI families will receive emergency home repairs to meet code and to be safer, more comfortable and accessible, and address ADA barriers.
5	Project Name	Sidewalks/ADA Accessibility
	Target Area	BRISTOL COMMERCIAL HISTORIC DISTRICT AREA SURROUNDING ALL PUBLIC HOUSING UNITS Census Tract 202, BG 3 Census Tract 203, BG 2 all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4
	Goals Supported	Public Infrastructure/Sidewalks Neighborhood Revitalization Economic Development
	Needs Addressed	Economic Development Public Improvements and Infrastructure
	Funding	CDBG: \$195,500
	Description	This project includes installation of sidewalks and ADA accessibility in public areas in LMI areas of the City. It also includes infrastructure improvements to benefit the LMI population and neighborhoods, as well as public housing areas.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 1,000 individuals will benefit from new sidewalks, ADA accessibility projects, and other public infrastructure improvements.
	Location Description	

	Planned Activities	New sidewalks will be constructed, ADA accessibility issues will be addressed, and other public infrastructure that provides for safer pedestrian traffic.
6	Project Name	Economic Development
	Target Area	Enterprise Zone LMI households all LMI neighborhoods and downtown district Opportunity Zone CT 201, 204
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$23,000
	Description	This project includes economic development activities that address downtown revitalization, job training skills and job search assistance, as well as job placement. A portion of these funds are used to provide some incentives for the City's Enterprise Zone program which encourages and job creation and economic development in the City.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	At least 20 LMI individuals will be provided job skills and job placement assistance. It is estimated that one new business in downtown will get a facade improvement grant through the City's Enterprise Zone program.
	Location Description	Various
	Planned Activities	Economic development activities include facade improvement grants for business located in the City's Enterprise Zone as well as job skills training and job placement through the Jones Creativity Center.
7	Project Name	Public Service
	Target Area	AREA SURROUNDING ALL PUBLIC HOUSING UNITS Census Tract 202, BG 3 Census Tract 203, BG 2 LMI households all LMI neighborhoods and downtown district Census Tract 201, BG 2 Census Tract 202, BG 2 Census Tract 202, BG 4
	Goals Supported	Public Service Agencies

Needs Addressed	Public Service Agencies Homeless Services
Funding	CDBG: \$39,200
Description	The City of Bristol will utilize up to 15% of its annual CDBG Entitlement funding to support public service agencies in the City.
Target Date	6/30/2022
Estimate the number and type of families that will benefit from the proposed activities	Approximately 1,200 LMI individuals and families will benefit from CDBG-funded public service agencies.
Location Description	Public service activities will benefit LMI throughout the City.
Planned Activities	Planned public service activities include case management services for the homeless; services and referrals for disabled and senior residents; advocacy for neglected/abused children; health services for uninsured; and permanent supportive housing rental assistance.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City's entitlement CDBG funding will primarily benefit LMI individuals and families, LMI communities (those with 51% or more population LMI), and areas surrounding public housing units and communities. CDBG funding may also be used to meet eligible economic development goals within its Enterprise Zone, Downtown District and Opportunity Zones.

Geographic Distribution

Target Area	Percentage of Funds
BRISTOL COMMERCIAL HISTORIC DISTRICT	8
AREA SURROUNDING ALL PUBLIC HOUSING UNITS	2
Census Tract 202, BG 3	15
Census Tract 203, BG 2	15
Enterprise Zone	10
LMI households	25
all LMI neighborhoods and downtown district	
Census Tract 201, BG 2	10
Census Tract 202, BG 2	10
Census Tract 202, BG 4	5
Opportunity Zone CT 201, 204	0

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's Home Repair program is very much in demand, particularly among the City's senior homeowners. All of the households eligible for this program must be LMI which is why 25% has been allocated to this geographic area. The Census tracts selected all have more than 50% of the population below 80% AMI. These will be target areas for sidewalks, handicapped accessibility, public infrastructure projects, etc. And approximately 10% will be used to assist small business owners within the Enterprise Zone to improve their businesses and to support job skills training and job placement activities. Five percent may be used to promote mixed-use development activities in Opportunity Zones.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing activities will include providing grant funds to Kings Mt. PSH to provide case management services to 12 chronically homeless, disabled men, and to provide emergency housing repair to LMI residents/families.

One Year Goals for the Number of Households to be Supported	
Homeless	12
Non-Homeless	0
Special-Needs	0
Total	12

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	8
Acquisition of Existing Units	0
Total	8

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

BRHA has a variety of housing opportunities available depending on a family's or individual's need.

There are three types of rental housing assistance programs provided: public housing program, housing choice voucher program, and low-income housing tax credit program:

- **Public Housing:** BRHA **owns and operates** 336 public housing units in six apartment complexes in the City of Bristol. Participants select an apartment in one of our complexes, sign a dwelling lease with BRHA and pay 30% of their adjusted gross income for rent.
- **Housing Choice Voucher:** In the HCV program BRHA provides rental assistance payments for participants who live in **privately owned** rental properties. Participants will sign an HCV participant agreement with BRHA *and* will sign a lease with the owner of the private property. Participants pay 30% of their adjusted gross income for rent.
- **Tax Credit:** BRHA owns and operates 74 units of affordable housing through the "tax credit" program. These units are located at Sapling Grove Apartments and The Village at Oakview. These units have **fixed rents** that do not change with a participant's income; that is, rents are not based on a percent of a family's income. You must have sufficient income to be able to rent these units.

According to the City's recent Housing Assessment, there are 608 multi-family that are rent subsidized and 311 that are rent restricted.

Actions planned during the next year to address the needs to public housing

There continues to be a demand for higher quality affordable housing as well as single and accessible units. The PHA has completed the process of converting 100 single and studio units into 92 larger single units (two separate complexes). While the majority of public housing stock is very old (the oldest units were built in the 1940's and are still being used), it is a delicate balance to utilize existing resources for new facilities while having to demo some of the older structures. The City has begun meeting regularly with Bristol Redevelopment and Housing Authority (PHA) to identify ways the City and PHA can work together to create more housing opportunities in the City.

BRHA continues to improve and upgrade their aging stock of public housing. Currently, they are accepting bids for Exterior Site Improvements of the Rice Terrace (VA2-1), Johnson Court (VA2-2) and select Mosby Homes (VA2-4) developments located in Bristol Virginia. The project shall consist of, but be not limited to, furnishing all labor, materials and equipment and perform all work required for exterior repairs, exterior painting, exterior lighting replacement, and all associated work as specified in and

shown in detail in the contract documents.

The City is also very excited to have completed a city-wide Housing Needs Assessment to identify and inform current and future housing needs. This was completed in the June 2021.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Residents' associations and boards are present for all of the developments. In addition, BRHA offers self-sufficiency programs that encourage goal setting and services toward homeownership. They've recently opened an EnVision Center, sponsored by HUD, to provide families in public housing and the greater Bristol area with greater employment opportunities and outcomes through education and training. The City is providing some CDBG funding for this new service in the community.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The PHA is not designated as troubled.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City is continuing to work with its "sister" City Bristol TN to address homeless needs. Communication and coordination are getting stronger and more services are available for the homeless population. Most recently, City staff attended a Bristol Community Homeless Coalition "Solutions Focused" Kickoff Meeting sponsored by the local United Way and Chamber of Commerce. Over 100 community representatives were in attendance to gather more people into the discussion of homelessness issues and solutions.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

As both the City of Bristol VA and the City of TN are recognizing a growing prevalence of homelessness and its associated issues, it has become a greater priority for community leaders and stakeholders. Several community organizations have come together to develop a theory of change surrounding homelessness, which includes the establishment of a Day Center that provides basic amenities (showers, laundry, etc.) as well as a central access for case management services. This is a difficult population to assist due to the many varied reasons they are homeless, as well as mental illness issues. As mentioned above, the region held a Bristol Community Homeless Coalition "Solutions Focused" Kickoff Meeting May 23, 2022.

It is hoped that if the homeless population can be drawn to a central facility where some of their basic needs can be met, individualized case management and housing services, health care, and mental and behavioral services can be provided.

The City has come closer to assisting its homeless population through services and churches that have opened up their facilities to provide space for homeless individuals as well as certain basic amenities such as showers, clothing, and food. Family Promise of Bristol now has a Homeless Coordinator to organize assistance, and they recently received funding to hire a full-time Case Manager to assist homeless individuals. Additionally, the newly opened EnVision Center will provide resources for this population.

Addressing the emergency shelter and transitional housing needs of homeless persons

The greatest needs identified through the Continuum of Care process are for additional transitional housing and permanent supportive housing units and more affordable housing units for sale or rent. As previously mentioned, there are 12 units of permanent supportive housing in Bristol, Virginia. These

units are for chronically homeless and disabled men only. The last homeless count the CoC conducted in Bristol, in 2022, showed (unknown at this time) homeless persons in the City of Bristol VA. It must be noted that the only shelters - Salvation Army and Haven of Rest - are on the Bristol TN side and their count is usually larger due to the location of the shelters. Staff surveyed 12 homeless individuals at the Hunt Memorial Church in Bristol, VA who opens their doors twice a week for the homeless population. The City of Bristol TN counted 74 which is a decrease from last year. The Cumberland Plateau CoC continues to conduct yearly point-in-time counts to identify the number, geographic location and other relevant demographics of chronically homeless and homeless persons in the CoC designated localities.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Cumberland Plateau CoC, which the City actively supports and participates in, maintains agreements and relationships (in the Bristol locality) with Bristol Faith in Action, Bristol Redevelopment and Housing Authority, Salvation Army, United Way of Bristol, Haven of Rest Rescue Mission, Department of Social Services, Abuse Alternatives, the Crisis Center, Second Harvest Food Bank, Crossroads Medical Mission, Healing Hands Health Care Center, Highlands Community Services, and People Incorporated to provide comprehensive services and to avoid duplication of services. Two churches have stepped up this past year to provide day services to the homeless population by providing food, clothing, showers, laundry, etc. This growing network helps families and individuals transition to a sustainable living environment more quickly and efficiently.

Bristol CDBG will be providing funding in PY 2022 to provide transitional housing to homeless families.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Bristol VA continues to have an optimal range of supportive services for all special needs populations. Families are served by most agencies that have already been listed in this document. However, due to federal, state and local funding cuts, many of these agencies are suffering financially and are having to decrease their services. In the fiscal year addressed by this Annual Action Plan, staff plans to continue developing the information sharing system to enable the City to better understand the services families

are receiving, identify any gaps in services, and make proper referrals. The City also hopes to find proper intervention solutions for those who are at risk of becoming homeless. The CDBG Coordinator/Community Development Specialist will continue to be involved with the Bristol Housing Coalition which meets every month so she can be familiar with services agencies and providers, distribute and receive resource materials that serve public service residents, low-income persons, and persons with special needs.

The Cumberland Plateau CoC has established agreements with the Bristol VA Department of Social Services, the Southwest Virginia Mental Institute, Highlands Community Services, Bristol Regional Counseling Center, Bristol VA sheriff's office, Crossroads Medical Mission, Bristol Faith in Action, etc. to help coordinate the discharge from respective systems to local homeless shelters. All agencies involved work together to make the transition from institutions as smooth as possible for the clients. The City and its community partners will continue to assess current services, work to coordinate existing resources to maximize effectiveness and reduce duplication, and enhance services as necessary.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Barriers to achieving affordable housing faced by Bristol residents include:

- High poverty and low median incomes that lead to high housing cost burden;
- Lack of decent, affordable housing stock to rent;
- Limited resources to bring current housing stock up to building code;
- Stagnant wages that don't keep up with the rise in utilities, fuel costs, medical costs, and the general cost of living;
- Poor credit histories and lack of financial management skills;
- Zoning restrictions and building codes;
- Prevalence of Predatory lenders, both institutional and online;
- Aging and disabled population living on fixed incomes;

During this planning period, the City will continue to examine local building codes, zoning restrictions, etc. to determine to what extent these regulations create barriers to affordable housing. If there are reasonable, responsible actions that can be taken to lessen any hardships these may cause, the City will act.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In 2021, the City of Bristol completed a Housing Needs Assessment that, among providing other valuable information about existing and future housing needs, provided information regarding barriers to workforce/affordable housing and any negative effects from current public policies. Some takeaways:

- While overall population in the City is declining, the percent of older people has increased;
- non-family households are increasing (singles)
- incomes are rising faster for family households as opposed to single households;
- close to half of renters are cost-burdened (more than 30% of income is spent on housing); 21% are severely cost burdened;
- owner households are considerably less cost-burdened (only 20%)
- housing demand is largely coming from those with incomes less than \$35,000;
- while jobs in Bristol have been on the decline, a major jump is anticipated - GOOD NEWS

Additionally, Bristol VA is a member of the Northeast TN/VA HOME Consortium. Through this Consortium, the City receives HOME funds which enables it to provide down payment assistance, major

rehab and reconstruction to qualifying residents.

The City will continue to operate an emergency home repair program for income-eligible homeowners.

The City will refer potential first-time homebuyers to Northeast TN/VA HOME Consortium or People Incorporated for their first-time homebuyer program and housing counseling.

The City will continue efforts to establish greater economic development opportunities with adequate wages and continue to provide assistance and education to residents in financial management, credit repair, etc.

The City will continue to provide tax relief to the elderly and disabled.

The City will continue to support BRHA, non-profits and private developers who are addressing the needs for additional affordable housing units and encourage mixed-income housing developments.

The City will increase its efforts to educate landlords, developers, realtors, and residents in fair housing laws.

The City will ensure CDBG sub-recipients are compliant with Section 504 of the Rehabilitation Act of 1973, the Architectural Barriers Act and the Americans with Disabilities Act.

The City will continue to support agencies that provide rental assistance, health care, dental care, etc. so these expensive services will not prevent our residents from obtaining affordable housing or place them in a position where they are threatened with homelessness.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

The City will continue to support agencies that provide literacy programs, such as the Adult Learning Lab (Jones Creativity Center) at the Bristol Public Library, and job training and placement opportunities. It will also continue to support agencies that provide affordable or free medical care to the uninsured or underinsured, assistance with food, shelter, utility and rental assistance, and basic life essentials. These agencies will be served either through United Way via general fund contribution or CDBG allocations. Also, the City will continue to be heavily involved with local coalitions that serve residents by sharing resources, identifying new problems, etc.

City staff has become more informed about housing and employment issues among substance abuse recovery participants. Staff will continue to become more involved with this population and learn how the City can assist in stabilizing these recovering individuals.

Actions planned to foster and maintain affordable housing

The City will endorse BRHA's efforts to provide self-sufficiency programs and homebuyer opportunities to its residents. It will also support agencies that provide homebuyer resources including education, budgeting and financial instruction, and basic life skill training.

Actions planned to reduce lead-based paint hazards

The overall goal of the City is to reduce or eliminate lead-based paint hazards and prevent childhood lead poisoning. This will be accomplished through a coordinated effort of public and private sectors. The Bristol Virginia Health department has established a lead screening process to screen children under the age of six and treat high levels of exposure to lead. The BRHA has received training addressing lead-based paint issues and has conducted seminars for Section 8 landlords. All housing proposed for rehabilitation under the City's Home Repair program is screened by the year built to determine possible LBP hazard. If a hazard is suspected, the owner is given the EPA publication - Protect Your Family from Lead in Your Home.

Actions planned to reduce the number of poverty-level families

Bristol VA employs an Economic Development professional to search for new businesses for the area that will create adequate paying employment opportunities for our citizens. As previously mentioned, the City is making great strides in creating job opportunities at the Exit 5 and The Falls development. The City also encourages expansion among its existing businesses and tries to cultivate economic incentives

to bring in well-paying industries. The City is also generous with providing property tax relief to the elderly and disabled. Through the assistance of some of its housing and non-profit partners, job search and placement assistance are provided.

Actions planned to develop institutional structure

Bristol VA works in cooperation and collaboration with several agencies, both public and non-profit, in providing service and offering resources to Bristol residents. During the next year, the City will continue to maintain productive relationships with the agencies we serve and develop new relationships with private developers, lenders, public institutions, public service providers, etc. The City will work to cultivate relationships with the non-CDBG funded agencies that are dedicated to the well-being of LMI persons, the disabled, the homeless, the elderly and those with other special needs populations.

One of the City's strengths is the number of partners it has that provide for the special needs of its populations. The City will continue to actively participate with the Bristol Housing Coalition, attending monthly meetings, and the Community Coordination bi-weekly meetings. The City will participate in special events of participating agencies and maintain a quality of service and involvement that our CDBG sub-recipients and the populations they serve deserve.

Actions planned to enhance coordination between public and private housing and social service agencies

The City has a wonderful working partnership with BRHA; it has improved immensely over the past few years. And the City works closely with social service providers, lenders, builders, developers and other housing providers as well as other local governmental agencies on a regular basis as a member of the Bristol Housing Coalition, Cumberland Plateau CoC, the Northeast TN/VA HOME Consortium, the Poverty Awareness and Education group, the Day Center Steering Team, etc. These groups include agencies that focus on services to children, elderly persons, disabled persons, and persons with HIV/AIDS and their families.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City will continue to ensure that at least 70% of its CDBG allocation benefits the low-moderate income persons living, working and playing in the City.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

The City of Bristol does not anticipate any program income from its CDBG activities. It will meet the minimum benefit of 70% of funding spent to benefit LMI. Demolition activities are considered blight and, although these demolitions are typically within targeted LMI communities, they do not meet the definition of LMI benefit.

**CITY COUNCIL
AGENDA ITEM SUMMARY**

Meeting Date: June 28, 2022

Department: City Attorney

Staff Contact: Randall Eads, City Manager

AGENDA ITEM WORDING:

Approval of Preliminary Injunction Order in re: The City of Bristol, Tennessee v. The City of Bristol, Virginia [1:22-cv-23]

ITEM BACKGROUND:

N/A

PREVIOUS RELEVANT ACTION:

STAFF RECOMMENDATION:

DOCUMENTATION:

[Preliminary Injunction Order 6.14.22.pdf](#)

**IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF VIRGINIA
Abingdon Division**

CLERK'S OFFICE U.S. DIST. COURT
AT ABINGDON, VA
FILED

JUN 14 2022

JULIA C. DUPLEY, CLERK
BY: *A. Meade*
DEPUTY CLERK

**THE CITY OF BRISTOL,
TENNESSEE,**

Plaintiff,

v.

THE CITY OF BRISTOL, VIRGINIA,

Defendant.

Civil Action No. 1:22-cv-23

PRELIMINARY INJUNCTION ORDER

PRELIMINARY INJUNCTION ORDER

This matter came before the Court on the Stipulation Requesting Entry of Preliminary Injunction Order (ECF No. 7) (the "Stipulation") filed by Plaintiff The City of Bristol, Tennessee ("Bristol TN") and Defendant The City of Bristol, Virginia ("Bristol VA") seeking to enjoin Bristol VA to take certain actions specified herein. Bristol VA consents to the entry of this Preliminary Injunction Order and has agreed to the requested relief.

Upon consideration of the Verified Complaint (ECF No. 1), the Motion for Preliminary Injunction and Memorandum in Support (ECF Nos. 2-3), the Stipulation, and the signature of counsel for the parties below acknowledging that the Motion for Preliminary Injunction has been resolved by entry of this Preliminary Injunction Order, the Court FINDS that:

A. This Court has jurisdiction over the parties to, and the subject matter of, this action, pursuant to 28 U.S.C. §§ 1331, 1332, and 1367, as well as 42 U.S.C. §§ 7604(a) and 6972(a), and Virginia Code § 8.01-328.1.

B. Venue properly lies in this district pursuant to 28 U.S.C. § 1391(b)(1), 42 U.S.C. §§ 7604(c)(1) and 6972(a).

C. Bristol VA agrees that Bristol TN is able to make the requisite showing for the relief requested in the Motion for Preliminary Injunction, and therefore, Bristol TN is entitled to the relief set forth herein.

I.

IT IS HEREBY ORDERED that Bristol TN's Motion for Preliminary Injunction is GRANTED.

II.

IT IS FURTHER ORDERED that Defendant Bristol VA, and its officers, agents, servants, employees, attorneys, and those persons in active concert or participation with any of them, who receive actual notice of this Preliminary Injunction Order, by personal service or otherwise, and each of them, be and hereby are ENJOINED and are required to take the following actions:

1. Install a sidewall odor mitigation system around the perimeter of Defendant's Bristol Integrated Solid Waste Management Facility located at 2125 Shakesville Road, Bristol, Virginia, 24201(the "Landfill") in accordance with the Expert Panel Report: Bristol Integrated Solid Waste Management Facility, Bristol, Virginia, dated April 25, 2022 (the "Expert Report"), attached to the Complaint herein as **Exhibit 3**, within 365 days of entry of this Preliminary Injunction Order;
2. Install a dedicated system of thermocouples in the waste mass to monitor Landfill temperatures in accordance with the Expert Report within 90 days of entry of this Preliminary Injunction Order, and conduct such monitoring until the Landfill is permanently closed;
3. Cease the acceptance of all waste at the Landfill within 90 days of entry of this Preliminary Injunction Order;
4. Install cover sufficient to meet the intermediate cover requirements of the Virginia Solid Waste Management Regulations (9 VAC § 20-81-140.B.1.d) within 90 days of entry of the Preliminary Injunction Order;
5. Submit a report to Bristol TN setting forth how Bristol VA will accomplish implementation of all other recommendations of the Expert Report, including the permanent closure of the Landfill, within 60 days of entry of this Preliminary Injunction Order; and
6. Allow Bristol TN and its agents access to the Landfill to confirm compliance with the above actions, upon reasonable notice and during regular business hours.

III.

IT IS FURTHER ORDERED that Defendant Bristol VA, and its officers, agents, servants, employees, attorneys, and those persons in active concert or participation with any of them, who receive actual notice of this Preliminary Injunction Order, by personal service or otherwise, and each of them, be and hereby are ENJOINED from violating the Clean Air Act, 42 U.S.C. § 7401, *et seq.* (“CAA”), and Resource Conservation and Recovery Act, 42 U.S.C. § 6901, *et seq.* (“RCRA”), and shall comply with the CAA and RCRA.

IV.

IT IS FURTHER ORDERED that Defendant Bristol VA shall pay to Bristol TN Two Hundred Fifty Thousand Dollars and 00/100 (\$250,000) in immediately available funds no later than July 10, 2022, which represents a portion of the monetary damages and costs, including reasonable attorneys’ and expert witness fees, incurred by Bristol TN relating to this litigation.

V.

IT IS FURTHER ORDERED that no bond shall be required in connection with this Preliminary Injunction Order.

VI.

IT IS FURTHER ORDERED that (a) all other deadlines not set forth in this Preliminary Injunction Order are stayed pending the setting of a status conference before the Court; and (b) discovery is stayed, except that the parties may take discovery related to determining compliance with the terms of this Preliminary Injunction Order.

VII.

IT IS FURTHER ORDERED that this Court shall retain jurisdiction over this action for the purposes of implementing and carrying out the terms of all orders and decrees which may be entered herein and to entertain any suitable application or motion for additional relief within the jurisdiction of this Court. The entry of this Preliminary Injunction Order, and the granting of the

relief set forth herein, is without prejudice to Bristol TN seeking any other relief requested in the Verified Complaint, including, but not limited to, the recovery of additional monetary damages, costs incurred in this litigation, including its reasonable attorneys' and expert witness fees, the imposition of civil penalties, injunctive or other equitable relief, and any and all other relief that that Court deems just and proper.

VIII.

This Preliminary Injunction Order is not a Final Order.

IT IS SO ORDERED.

ENTER: June 14, 2022



SENIOR UNITED STATES DISTRICT JUDGE

WE ASK FOR THIS:

/s/ Michael E. Lacy

Andrea W. Wortzel (VSB No. 40342)
Michael E. Lacy (VSB No. 48477)
Viktoriia De Las Casas (VSB No. 89105)
Emily Guillaume (VSB No. 96143)
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*Counsel for Plaintiff The City of Bristol,
Tennessee*

/s/ Jim H. Guynn, Jr.

Jim H. Guynn, Jr. (VSB No. 22299)
Guynn, Waddell, Carroll, & Lockaby, P.C.
415 S. College Avenue
Salem, Virginia 24153
Telephone: (540) 387-2320
jimg@guynnwaddell.com

*Counsel for Defendant The City of Bristol,
Virginia*

CITY COUNCIL AGENDA ITEM SUMMARY

Meeting Date: June 28, 2022

Department: Public Works

Staff Contact: Joseph Daft, City Engineer

AGENDA ITEM WORDING:

Second Reading of an Ordinance to Vacate all of a Certain Public Right-of-Way. [Ordinance 22-7]

ITEM BACKGROUND:

Section 15.2-2006 of the Code of Virginia requires that the vacating of a public right-of-way requires advertising of such request and a public hearing. The City Council shall then consider the request to vacate the right-of-way by ordinance. Attached you will find an ordinance to vacate a public right-of-way along with a drawing of its location. This request is being made by Mr. Tillman R. Ward who owns the adjoining properties to the North and South of this segment of the unopened and unimproved alley. This request has followed the procedure to vacate right-of-way. A petition has been filed and the public hearing was advertised in the Bristol Herald Courier on May 31st and June 7th, 2022. The request has been circulated to other departments and to BVU.

PREVIOUS RELEVANT ACTION:

A Public Hearing was properly advertised in the Bristol Herald Courier on May 31st and June 7, 2022. The Public Hearing took place at the June 14, 2022, regularly scheduled meeting of the City Council. The first reading of the ordinance occurred on June 14, 2022, at a regularly scheduled meeting of City Council.

STAFF RECOMMENDATION:

Staff recommends that the City Council vacate the public right-of-way as shown on the attached drawing.

DOCUMENTATION:

[22-7_Ordinance Vacate ROW - Unopened_Unimproved_Alley Segment at 1500 Block Euclid Ave Division Street.pdf](#)

[Storage Source One Vacate ROW Exhibit Map 220509.pdf](#)

[Ordinance 22-7]

**ORDINANCE TO VACATE A PORTION OF AN
UNOPENED / UNIMPROVED PUBLIC RIGHT-OF-WAY**

WHEREAS, the City of Bristol, Virginia desires to vacate a portion of an unopened / unimproved right-of-way in the City of Bristol, Virginia, more particularly described as follows:

Being that portion of an unopened alley lying between Lot 2 (Tax Parcel No. 25-7-8-2) and Lot 14 (Tax Parcel No. 25-7-8-14), Block 8, of the Highland Park Subdivision recorded at Plat Book 1, Page 35. The City of Bristol, Virginia hereby retains an easement for all present and future utility needs within the boundaries of said vacated right-of-way.

WHEREAS, the vacating of said right-of-way has been advertised, and a public hearing held, all in compliance with § 15.2-2006 of the 1950 *Code of Virginia*, as amended.

NOW THEREFORE BE IT ORDAINED, by the City Council for the City of Bristol, Virginia that the right-of-way in the City of Bristol, Virginia described above should be, and hereby is vacated; and

BE IT FURTHER ORDAINED, that the City of Bristol does hereby retain an easement for all present or all future utility needs within the boundaries of said vacated right-of-way.

BE IT FURTHER ORDAINED, that the Clerk of the City shall cause a certified copy of this ordinance be recorded among the land records in the office of the Circuit Court for the City of Bristol as required by law.

First Reading: _____

Second Reading: _____

Adopted: _____

Effective date: _____

Votes:

Hartley:

Nave:

Osborne:

Wingard:

Farnum:

**

*

PASSED AND ADOPTED by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council on the ____ day of _____, 2022.

(SEAL)

Attest: William J. Lamie
Clerk of the City of Bristol, Virginia

William J. Lamie, City Clerk

Anthony Farnum, Mayor

SKETCH SHOWING PROPOSED
RIGHT-OF-WAY VACATION OF
PORTION OF UNOPENED ALLEY

AJOINING PROPERTY OWNER
TILLMAN R. WARD

1532 EUCLID AVENUE



Property Legal Description

Being that portion of an unopened alley lying between Lot 2 (Tax Parcel No. 25-7-8-2) and Lot 14 (Tax Parcel No. 25-7-8-14), Block 8, of the Highland Park Subdivision recorded at Plat Book 1, Page 35.

CITY COUNCIL AGENDA ITEM SUMMARY

Meeting Date: June 28, 2022 Department: Community Development and Planning

Staff Contact: Jay Detrick, City Planner

AGENDA ITEM WORDING:

Second reading of an Ordinance to Create a Zoning Map Amendment for Property Located at 222 Oak Street.
[Ordinance 22-8]

ITEM BACKGROUND:

The City has submitted an application for a Zoning Map Amendment for its property located at 222 Oak Street. The City has requested that this property be rezoned from R-2, Single and Two-Family Residential to FRD, Flexible Redevelopment District. The staff report with comments and the ordinance are attached.

PREVIOUS RELEVANT ACTION:

The Planning Commission voted to recommend the request to a joint public hearing with City Council at its meeting on April 20, 2022. A joint public hearing was held on May 24, 2022. The Planning Commission Recommended approval of the request to the City Council at a called meeting on May 26, 2022 by a 5-0 vote. The recommendation did have a condition that the City Council consider a clause in any sales contract prohibiting the demolition of the historic buildings. The City Council approved the ordinance on first reading at the June 14, 2022 meeting by a vote of 4-0. The property was rezoned from R-3 to R-2 in 2001.

STAFF RECOMMENDATION:

Staff recommends approval of the zoning map amendment on second reading.

DOCUMENTATION:

[ZMA02-2022Ordinance222OakStreet.pdf](#)

[Final City Council SR - ZMA02-2022 222OakSt.pdf](#)

ORDINANCE NO. 22-8

AN ORDINANCE BY THE CITY COUNCIL OF BRISTOL, VIRGINIA **APPROVING** THE REQUEST BY THE CITY OF BRISTOL VIRGINIA TO AMEND THE CITY **ZONING MAP** FROM SINGLE AND TWO-FAMILY RESIDENTIAL (R-2) TO FLEXIBLE REDEVELOPMENT DISTRICT (FRD) FOR PROPERTY DESCRIBED AS 222 OAK STREET MAP PARCELS #27-6-5-1A, 1, 2 AND 3

WHEREAS, the City Council and Planning Commission, during a joint public hearing held on May 24, 2022 conducted a review and consideration of the request by The City of Bristol Virginia, the property owner, to amend the zoning map from Single and Two-Family Residential (R-2) to Flexible Redevelopment District (FRD) for the property described above and having the real estate tax parcel numbers of 27-6-5-1A, 1, 2 and 3 and

WHEREAS, the first reading of this ordinance occurred at the regularly scheduled meeting of the City Council held on June 14, 2022 and the second reading occurred at the regularly scheduled meeting of the City Council held on June 28, 2022; and

WHEREAS, the Planning Commission recommends approval of this zoning map amendment from R-2 to FRD as indicated by vote and recorded in the minutes of a called meeting of the Planning Commission held on May 26, 2022; and

WHEREAS, the City Council makes the following **Findings of Fact**:

1. Section 50-17 of the City Code and Sections 15.2-2284 and 15.2-2285 Code of Virginia allows the City Council to consider adopting an ordinance to enact map changes with reasonable consideration given to the existing use and character of property, the comprehensive plan, the suitability of property for various uses, the trends of growth or change, the current and future requirements of the community as to land for various purposes as determined by population and economic studies and other studies, the transportation requirements of the community, the requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services, the conservation of natural resources, the preservation of flood plains, the protection of life and property from impounding structure failures, the preservation of agricultural and forestal land, the conservation of properties and their values and the encouragement of the most appropriate use of land throughout the locality.
2. Pursuant to Section 50-107, the purpose of the FRD District is to “encourage the creative redevelopment of certain previously-developed properties by allowing a mix of compatible land uses in conformity with the city Comprehensive Plan and with an approved site plan. This may entail the re-use of existing structures or the redevelopment of former commercial or industrial sites for new construction, or a combination of both activities. The intent is to rejuvenate economic activity to relatively large tracts that have been vacant, thereby providing jobs and increased tax base.”

- (a) The 2017 City Comprehensive Plan addresses the Oak Street School on page 105 and states “The City should continue to work with BVPS as they re-asses their facility needs...The closed Oak Street school should be re-positioned for Office uses. If that is not considered market-viable, residential uses compatible with the surrounded neighborhood may be appropriate.” Current R-2 zoning restricts this goal and the property would be better served with the FRD zoning designation.

The Future Land Use map (updated and revised in 2019) shows the subject property as “Public/Semi-Public.” In the Future Land Use Chapter of the Comprehensive Plan on page 34 states that “These types of land uses are composed of institutions and community facilities that define Bristol’s quality of life. This use includes public facilities such as government facilities and public schools, as well as private facilities such as religious institutions and non-profits. If an existing Public/Semi-Public use closes or relocates, that parcel’s future use is not limited to only Public/Semi-Public uses. Re-use or redevelopment should occur that blends within the existing fabric of the area.”

WHEREAS, the City Council makes the following **Conclusions of Law**:

1. The Planning Commission, and Staff have given reasonable consideration to the impact of the proposed map amendment for consistency with and impact on the factors listed in Paragraph 1 above, including the existing use and character of the property, the Comprehensive Plan, the suitability of the property for various uses, the trends of growth and change, and the current and future requirements of the community.
2. The proposed map amendment is consistent with the 2017 Bristol, Virginia Comprehensive Plan.

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

Section 1. The City Council specifically adopts the findings of fact and conclusions of law stated above.

Section 2. The previously described property, which is currently zoned Single and Two-Family Residential (R-2) shall be zoned Flexible Redevelopment District (FRD) as shown on the attached map and incorporated by reference as Exhibit 1.

Section 3. If any section, subsection, sentence, clause, item, change or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 4. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of said conflict.

Section 5. This ordinance shall take effect 30 days following adoption.

First Reading: June 14, 2022

Second Reading: June 28, 2022
Adopted: June 28, 2022
Effective date: July 28, 2022

PASSED AND ADOPTED by the City Council of the City of Bristol, Virginia, at a regularly scheduled meeting of said Council held on the 28th day of June, 2022.

Mayor Anthony Farnum	_____
Vice Mayor Neal Osborne	_____
Councilmember Bill Hartley	_____
Councilmember Becky Nave	_____
Councilmember Kevin Wingard	_____

(SEAL)

Attest: William J. Lamie
DEPUTY CLERK OF THE
CITY OF BRISTOL, VIRGINIA

COUNCIL

By _____
Clerk

By _____
Mayor

Exhibit 1
Area of Map Amendment





FINAL STAFF REPORT

To: Bristol Virginia City Council

By: Jay Detrick, Interim Director Community Development and Planning

Date: June 7, 2022

RE: **Zoning Map Amendment (ZMA 02-2022)** – City of Bristol, 222 Oak Street Tax Map Nos. 27-6-5-1A, 1, 2 and 3

I MEETING DATE: June 14, 2022

II REQUEST:

- a. Proposal: The petitioner proposes amending the City of Bristol Zoning Map, to change Map Parcels 27-6-5-1A, 1, 2 and 3, 222 Oak St from **R-2** (Single and Two-Family Residence) zoning to **FRD** (Flexible Redevelopment District)
- b. Proposed Use: N/A
- c. Location: 222 Oak St Map Parcels # 27-6-5-1A, 1, 2, and 3
- d. Owner: City of Bristol Virginia
- e. Applicant: same as Owner

III PROCESS:

Section 50-17 of the City Code details the process for an applicant to present a Zoning Map Amendment (Rezoning) request to be heard by the Planning Commission and City Council. This process is prescribed in Code of Virginia §15.2-2285. This item will first be considered by the Planning Commission at a regularly scheduled meeting. Following its review, a joint public hearing will be held with City Council in accordance with Virginia State Statute §15.2-2204. The item will then be considered again by the Planning Commission at a regularly scheduled meeting to consider a recommendation to the City Council. The Council will then approve or deny the request. If approved there will be two ordinance readings by the Council. The joint public hearing shall also require notice be provided to adjoining property owners pursuant to Virginia State Statute §15.2-2204 as well as advertised twice in the newspaper.

The Planning Commission recommended the request for a joint public hearing at its April 20, 2022 meeting. The request was advertised in the Bristol Herald Courier on Monday May 9 and Monday May 16, 2022. A sign was placed on the property on May 10, 2022. Adjoining property notices

were sent out on May 16, 2022. A public hearing was held on May 24, 2022. The Planning Commission Recommended approval of the request to the City Council at a called meeting on May 26, 2022 by a 5-0 vote. The recommendation did have a condition that the City Council consider a clause in any sales contract prohibiting the demolition of the historic buildings.

IV PRIOR CITY ACTIONS:

This was one of many properties in the Solar Hill District that was rezoned from R-3 to R-2 in 2001.

V BACKGROUND INFORMATION:

- a. Existing Land Use: Vacant
- b. Existing Zoning Designation: R-2 (Single and Two-Family Residential)
- c. Future Land Use Map Designation: Public/Semi Public
- d. Size of Site: 4 parcels, 0.80+ acres
- e. Historic Land Use: School/Municipal Office
- f. Existing Vegetation: Trees and grass
- g. Property Location Map and Aerial View of Property





h. Photos of Property





i. Current Zoning



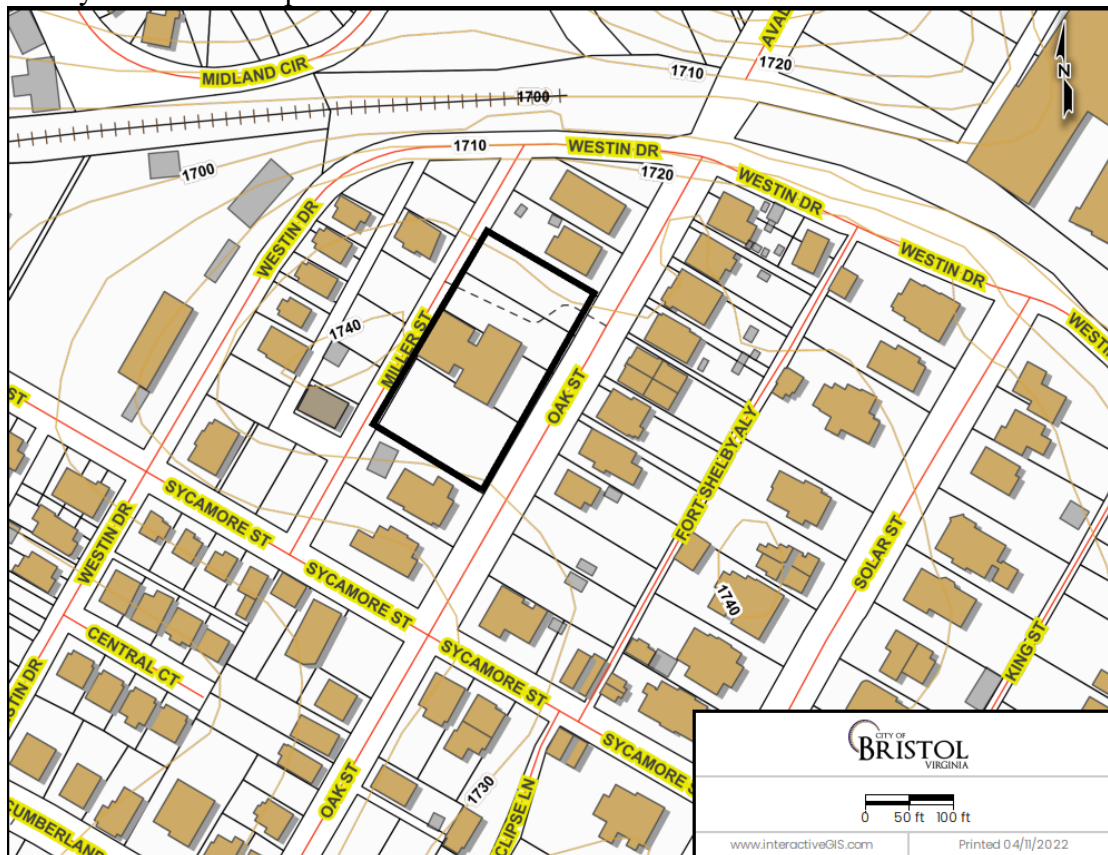
VI APPLICATION:

The applicant proposes to rezone the tract from the current R-2 residential zoning to FRD Flexible Redevelopment District.

VII. PROPERTY DESCRIPTION AND COMMUNITY CHARACTER OF IMMEDIATE VICINITY:

As earlier stated, the property consists of four parcels. It is estimated that the property has 250 linear feet of road frontage on Oak St and 250 linear feet of road frontage on Miller St. There are entrances on both streets

The site is on the northwest side of Oak Street between Sycamore Street and Westin Drive. It is mostly level. The map below shows the contours.



Vehicular access to the subject property is from Oak Street. The current driveway is accessed by Oak Street and Miller Street

Existing water and sewer service are unknown at this time but will be updated with the final staff report when Bristol Virginia Utilities has submitted comments. Any required utility extension would come at the expense of the owner.

The building is a contributing structure to the Solar Hill Historic District. It was constructed in or around 1900 for use as a school and an addition was constructed around 1930. After the school closed the building was used by the Bristol Virginia School Board as its administrative offices.

VIII. LAND USE AND ZONING HISTORY:

In 2001 this property was rezoned from R-3, Moderate Density Residential to R-2, Single and Two-Family Residential.

IX. LEGISLATIVE AUTHORITY AND PROCESS FOR ZONING MAP AMENDMENTS

Section 50-17 of the City Code and Section 15.2-2285 and 15.2286 of the Code of Virginia, as amended, allow for a process to amend the zoning ordinance including zoning map amendments. Code of Virginia Section 15.2286 (7) states that the governing body may by ordinance amend the regulations, district boundaries, or classifications of property due to “public necessity, convenience, general welfare, or good zoning practice.”

VA Code Section 15.2-2284 states that the drawing of a zoning map (and changes thereof) shall be done “with reasonable consideration given to the existing use and character of property, the comprehensive plan, the suitability of property for various uses, the trends of growth or change, the current and future requirements of the community as to land for various purposes as determined by population and economic studies and other studies, the transportation requirements of the community, the requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services, the conservation of natural resources, the preservation of flood plains, the protection of life and property from impounding structure failures, the preservation of agricultural and forestal land, the conservation of properties and their values and the encouragement of the most appropriate use of land throughout the locality.”

X. STAFF ANALYSIS

The following sections of the report provide staff analysis for these issues:

(a) Compatibility with Neighboring Land Uses and Effects on Community Character:

The subject property is bordered by a mix of residential uses.

(b) FRD Zone Characteristics and Description: Pursuant to Section 50-107, the purpose of the FRD District is to “*Flexible Redevelopment District (FRD)*. The purpose of this district is to encourage the creative redevelopment of certain previously-developed properties by allowing a mix of compatible land uses in conformity with the city Comprehensive Plan and with an approved site plan. This may entail the re-use of existing structures or the redevelopment of former commercial or industrial sites for new construction, or a combination of both activities. The intent is to rejuvenate economic activity to relatively large tracts that have been vacant, thereby providing jobs and increased tax base.”

Pursuant to Section 50-107 (b) by right uses in FRD are:

1. Art studio or gallery
2. Business support services
3. Business or trade school
4. Catering services
5. Communication services
6. Conference center
7. Consumer repair service

8. Dance or music studio
9. Data center or call center
10. Financial institution
11. Food and beverage production, processing, packaging, or bottling
12. Health club or fitness center
13. Hotel
14. Indoor amusement or entertainment facility
15. Indoor sports and recreation facility
16. Laboratory
17. Light manufacturing involving only assembly and packaging of products or components with no heavy machining or outside noise, vibration, odors, or storage. Includes custom manufacturing.
18. Micro-brewery
19. Mini-warehouse
20. Museum
21. Office, general
22. Office, medical
23. Personal services
24. Plant production, indoor
25. Print shop and/or publication printing
26. Research and development center
27. Residential uses, in conformity with R-3 uses in Section 50-31(d).
28. Restaurant, general
29. Store, General retail
30. Store, Neighborhood
31. Store, Specialty
32. Utilities, Minor
33. Wholesale business
34. Similar uses to those above, as determined by the Planning Commission as per Section 50-33 (a).

Permitted uses- with special use permit:

1. Manufacturing with more intense activity than light assembly and packaging
2. Outdoor entertainment facility
3. Outdoor recreation and sports facility
4. Outdoor horticulture and nursery
5. Outdoor vehicle and equipment sales
6. Outdoor storage associated with light manufacturing or distribution
7. Utilities, Major
8. Similar uses to those above, as determined by the Planning Commission as per Section 50-33 (b).

- (c) **Development Potential:** Pursuant to Section 50-22 (c), the purpose of the existing R-2 district (single and two-family residential) is “to provide areas for the development of moderate-density residential uses and structures in moderately spacious surroundings.

This district is to be located in the intermediate portions of the city where a protected environment suitable for moderate-density residential uses can be provided and in established moderate-density residential areas to ensure their continuance.”

The majority of the land uses on Oak Street and the surrounding neighborhood are single family and multi-family. The subject property is different from the surrounding uses in that it was previously used as a school and later as administrative offices for the Bristol Virginia School Board. The current R-2 zoning significantly restricts potential uses for the existing building.

- (d) **Consistency with the 2017 Adopted City Comprehensive Plan:** The 2017 City Comprehensive Plan addresses the Oak Street School on page 105 and states “The City should continue to work with BVPS as they re-asses their facility needs...The closed Oak Street school should be re-positioned for Office uses. If that is not considered market-viable, residential uses compatible with the surrounded neighborhood may be appropriate.” Current R-2 zoning restricts this goal and the property would be better served with the FRD zoning designation.

The Future Land Use map (updated and revised in 2019) shows the subject property as “Public/Semi-Public.” In the Future Land Use Chapter of the Comprehensive Plan on page 34 states that “These types of land uses are composed of institutions and community facilities that define Bristol’s quality of life. This use includes public facilities such as government facilities and public schools, as well as private facilities such as religious institutions and non-profits. If an existing Public/Semi-Public use closes or relocates, that parcel’s future use is not limited to only Public/Semi-Public uses. Re-use or redevelopment should occur that blends within the existing fabric of the area.”

(e) **Impacts**

Local Traffic: The proposed use of the property is currently unknown.

Once a more detailed site plan is submitted to the City, a traffic study could be required by the city Engineering Department if there are concerns about negative impacts on the roadway.

Natural Resources: There should be no adverse impacts on natural resources if the proposed rezoning is allowed. City staff will require all environmental-related permitting to be obtained and approved prior to development, including soil and erosion control and storm water management. Connection to public water and sewer will be required by Bristol Virginia Utilities.

Public Facilities:

School System. The proposed map amendment will not impact the local school system.

Parks and Recreation. The proposed map amendment will not impact the local parks and recreation facilities and services.

Emergency Services. According to Fire Marshall Eric Blevins “The property was used as an office building when occupied as the School Administrative building so the mix of compatible land use designation to encourage redevelopment would be acceptable. The fire department can maintain the service level at this location that was present when it was operating as an office building.”

Water, Wastewater, and Electrical Utilities. Richard Adkins of BVU commented “I have no electrical issues with this request”. The applicant or developer of the property will need to pay the cost of extending sanitary sewer to serve the proposed project if needed. Utility plans will be reviewed by BVU and city engineering staff in the site plan process if required.

Public Transit. Rezoning of this property for commercial use will not adversely impact transit resources.

Government Services. The map amendment will have a negligible impact on the provision of other government services. Garbage collection services will be addressed during the site plan review process. Economic Development Specialist Mack Chapman commented “I believe the rezoning would provide more potential for development of the property.”

There were no comments made in support or opposition to the application at the May 24 joint public hearing.

X. CONCLUSION AND RECOMMENDATION

Following an evaluation of the application, staff finds that it is in compliance with the approved Comprehensive Plan. Although the Future Land Use Map shows the area to be Public/Semi Public, neither the City nor Bristol Virginia Public Schools has any interest in the property for this use. As a result, re-use or redevelopment should occur that blends well within the existing fabric of the area. The FRD Zone specifically is to “encourage the creative redevelopment of certain previously-developed properties by allowing a mix of compatible land uses in conformity with the city Comprehensive Plan and with an approved site plan. This may entail the re-use of existing structures or the redevelopment of former commercial or industrial sites for new construction, or a combination of both activities. The intent is to rejuvenate economic activity to relatively large tracts that have been vacant, thereby providing jobs and increased tax base.”

This building has been vacant since the Bristol Virginia School Board moved into its current offices approximately 10 years ago. As mentioned earlier the building is a contributing structure to the Solar Hill Historic District and should be preserved. The

current zoning of R-2 has severely limited the use of the building and property. Staff has determined that updating the zoning to FRD would create a balance between historic preservation and economic development and should simplify the process of finding a suitable use for the building and property.

Based on these factors, staff recommends that the City Council approve the request for a Zoning Map Amendment on first ordinance reading.

**CITY COUNCIL
AGENDA ITEM SUMMARY**

Meeting Date: June 28, 2022

Department: City Clerk

Staff Contact: William Lamie,

AGENDA ITEM WORDING:

Approval of Minutes of the May 14, 2022, City Council Meeting.

ITEM BACKGROUND:

N/A

PREVIOUS RELEVANT ACTION:

STAFF RECOMMENDATION:

DOCUMENTATION:

[Minutes 6.14.22.pdf](#)



MINUTES
Regular Meeting of the City Council
Tuesday, June 14, 2022
6:00 PM

Present: Becky Nave, Kevin Wingard, Anthony Farnum

Present by Electronic Communication Means: Neal Osborne

Absent: Bill Hartley

Staff Present: Randall C. Eads, City Manager/City Attorney; Tamrya Spradlin, Chief Financial Officer; Michael Maine, Interim Director of Public Works; Ellen Tolton, CDBG Coordinator; Gene Christian, A/V Specialist; William Lamie, City Clerk.

Call to Order

Mayor Farnum called the meeting to order at 6:02 p.m.

Moment of Silence

Pledge of Allegiance

A. Mayor's Minute and Council Comments

Councilmember Nave noted that today is Flag Day, which is a great day for us to remember our American flag.

B. City Manager's Comments

The City Manager had no comments.

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

Chris Knupp, a resident of Bristol, Virginia, addressed Council. Mr. Knupp said we need to work together and move on past the anger that is caused by the landfill.

D. Adoption of agenda.

Moved by Wingard to table #2 of the regular agenda until the next meeting and to remove #1 of the consent agenda to be heard separately. Seconded by Osborne.

Motion Passed: 3 - 1

Voting For: Anthony Farnum, Neal Osborne, Kevin Wingard

Voting Against: Becky Nave

REGULAR AGENDA

1. Second Public Hearing Regarding the PY 2022 CDBG and HOME Allocations

Mayor Farnum opened the public hearing.

Ellen Tolton, CDBG Director, gave the staff report. Mrs. Tolton said the City of Bristol is an annual recipient of federal funding through the U.S. Department of Housing and Urban

Development (HUD). The entitlement funds may be spent to develop or sustain viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for low-to-moderate income persons. All entitlement funds are disbursed through the City's Community Development Block Grant (CDBG) program. The City has been allocated \$269,250 in entitlement funds for Program Year (PY) 2022. The City also participates in the TN/VA HOME Consortium, which receives HUD funding. The PY 2022 annual allocation of HOME funds for Bristol is \$82,724. The final PY 2022 Annual Action Plan for Bristol's CDBG program will be considered by the City Council during a regularly scheduled Council Meeting.

Council discussed the requests and proposed allocations to the public service agencies, and then Mayor Farnum closed the public hearing.

~~2. Approval of Program Year 2022 CDBG Annual Action Plan and HOME funds.~~

3. Resolution Authorizing the Filing of a Grant Application to the Virginia Department of Housing and Community Development on Behalf of The Birthplace of Country Music.

Randall Eads, City Manager, gave the staff report. Mr. Eads stated that The Birthplace of Country Music has determined that it needs additional space to expand events, education, recording, archives, and office space, and purchased the building adjacent to its museum (known as the Annex building) for that purpose. The Annex building has been vacant for many years and is dilapidated, deteriorated, and violates minimum health and safety standards. This structure is considered a blighted property and is centrally located in the middle of the City's Cumberland Avenue redevelopment area, devaluing other nearby investments, including the Bristol Hotel and the Cumberland Building. The City of Bristol, VA is eligible to apply for funding from the Industrial Revitalization Fund (IRF Program) of the Virginia Department of Housing and Community Development to assist with revitalizing the Annex building. This resolution authorizes and directs City Manager Randall C. Eads to sign and submit appropriate documents for the grant application to the Virginia Department of Housing and Community Development 2023 Industrial Revitalization Fund on behalf of the Birthplace of Country Music's renovation and expansion project. The grant request is to total \$1,000,000. Mr. Eads then read the following resolution:

***A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISTOL, VA,
AUTHORIZING SUBMISSION OF AN APPLICATION TO THE VIRGINIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT ON BEHALF
OF THE BIRTHPLACE OF COUNTRY MUSIC MUSEUM EXPANSION PROJECT***

WHEREAS, the City of Bristol, VA is eligible to apply for funding from the Industrial Revitalization Fund (IRF Program) of the Virginia Department of Housing and Community Development; and

WHEREAS, the Birthplace of Country Music (BCM) has been a catalyst for economic development in downtown Bristol and the Tri-Cities region by increasing visitors to the area, fostering pride in the city's music heritage, and generating local spending and private investment in the City; and

WHEREAS, the Birthplace of Country Music has determined that more space is needed in order to expand events, education, recording, archives, and office space, and purchased the building adjacent to its Museum (known as the Annex building) for that purpose; and

WHEREAS, the building has been vacant for many years and is dilapidated, deteriorated, and violates minimum health and safety standards. This structure is considered to be Spot Blight and

is centrally located in the middle of the City's Cumberland Avenue redevelopment area, devaluing other nearby investments, including the Bristol Hotel and the Cumberland Building; and

WHEREAS, *the BCM has spent considerable time and funds developing the architectural plans and studies needed to renovate the Annex building; and*

WHEREAS *the Birthplace of Country Music has secured for this project a total of \$1,325,000 in matching funds including \$300,000 from Joseph Gregory (d/b/a The Master's Table), \$250,000 from the Virginia Tobacco Region Revitalization Commission funds, \$500,000 from the Commonwealth of Virginia Governor's Grant; \$275,000 from Cabell Foundation (with secured 2:1 match); and*

WHEREAS *the Birthplace of Country Music has pending \$275,000 from the Genan Foundation, \$500,000 from House Appropriations, and planned \$2,559,687.50 in Tax Credits; and*

WHEREAS, *the IRF program can provide a grant of up to \$1,000,000 for the readapted reuse of vacant industrial and commercial buildings which will meet the funding gap; and*

WHEREAS, *the anticipated end result of the project will be increased visitation and use of the Museum facility, increased travel-related expenditures and private investment in the city, and reduced blight.*

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

The council does hereby authorize and direct City Manager, Randy Eads, to sign and submit appropriate documents for the grant application to the Virginia Department of Housing and Community Development 2023 Industrial Revitalization Fund on behalf of the Birthplace of Country Music's renovation and expansion project, such grant request is to total \$1,000,000.

Moved by Becky Nave; seconded by Neal Osborne to Approve the Resolution as presented.

Councilmember Nave said this would allow the Birthplace of Country Music Museum to expand and draw in even more visitors. Mayor Farnum said the museum is an excellent asset to the City, and this will hopefully allow them to expand.

Motion Passed: 3-1

Voting For: Anthony Farnum, Neal Osborne, Becky Nave

Voting Against: Kevin Wingard

4. Approval of Bid being Awarded to Morton Salt for De-Icing Salt Delivered, and De-Icing Depot for De-Icing Salt Picked up at Vendor's Site, for the Fiscal Year July 1, 2022, through June 30, 2023.

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin said the bid process began with an Invitation to Bid for De-Icing Salt. The Invitation to Bid was placed on the City's website and eVA (Virginia's electronic procurement site) on May 4, 2022, and closed on May 17, 2022, at 2:00 pm. Eight (8) responses were received. The recommendation is to the lowest responsive and responsible bidder.

Moved by Neal Osborne for approval of the bid as presented; seconded by Becky Nave.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

5. Approval of Bid Being Awarded to W-L Construction and Paving, Inc. for Asphalt Concrete Patching Material for the Fiscal Year July 1, 2022, through June 30, 2023.

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin said the bid process began with an Invitation to Bid for Asphalt Concrete Patching Material. The Invitation to Bid was placed on the City's website and eVA (Virginia's electronic procurement site) on May 4, 2022, and closed on May 17, 2022, at 2:00 pm. One (1) response was received. The recommendation is to the lowest responsive and responsible bidder.

Moved by Becky Nave to approve the bid as presented; seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

6. Approval of Bid being Awarded to Lakeside Ready Mix, Inc. for Class A-3 Portland Cement Concrete and Flowable Fill for the Fiscal Year July 1, 2022, through June 30, 2023.

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin said the process began with an Invitation to Bid for Class A-3 Portland Cement Concrete and Flowable Fill. The Invitation to Bid was placed on the City's website and eVA (Virginia's electronic procurement site) on May 4, 2022, and closed on May 17, 2022, at 2:00 pm. One (1) response was received. The recommendation is to the lowest responsive and responsible bidder.

Moved by Becky Nave to approve the bid as presented; seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

7. Approval of Bid being Awarded to Vulcan Materials and Blue Water Industries for Crushed Stone and Sand for the Fiscal Year July 1, 2022, through June 30, 2023.

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin stated that the process began with an Invitation to Bid for Crushed Stone and Sand. The Invitation to Bid was placed on the City's website and eVA (Virginia's electronic procurement site) on May 4, 2022, and closed on May 17, 2022, at 2:00 pm. Two (2) responses were received. The recommendation is to the lowest responsive and responsible bidder by product.

Moved by Becky Nave to approve the bid as presented; seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

8. Approval of Bid Being Awarded to W-L Construction and Paving Inc. for Asphalt Concrete-In Place and Cold Planing Services for the Fiscal Year July 1, 2022, through June 30, 2023.

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin stated that the process began with an Invitation to Bid for Asphalt Concrete-In Place and Cold Planing Services. The Invitation to Bid was placed on the City's website and eVA (Virginia's electronic procurement site) on May 4, 2022, and closed on May 17, 2022, at 2:00 pm. Two (2) responses were received. The recommendation is to the lowest responsive and responsible bidder.

Moved by Becky Nave to approve the bid as presented; seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

9. Approval of Bid Being Awarded to Green Dream International LLC, Middle Quarry, and Vulcan Materials for Non-Calcareous Stone and Sand for the Fiscal Year July 1, 2022, through June 30, 2023.

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin noted that the process began with an Invitation to Bid for Non-Calcareous Stone and Sand. The Invitation to Bid was placed on the City's website and eVA (Virginia's electronic procurement site) on May 4, 2022, and closed on May 17, 2022, at 2:00 pm. Four (4) responses were received. The recommendation is to the lowest responsive and responsible bidder by product.

Moved by Becky Nave to approve the bid as presented; seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

10. Financial Reporting Policy

Tamrya Spradlin, CFO, gave the staff report. Mrs. Spradlin said the Financial Reporting policy serves to define certain financial reporting items. These policies are consistent with Governmental Accounting Standards Board statements and Generally Accepted Accounting Principles. The policy defines the Capitalization Threshold for Individual Items and Aggregate Purchases, discusses the Lease of the Right to Use an Asset, and discusses Budgeted Payments for Department Specific Financed Assets and Lease Payments. The policy has been reviewed by the Finance Committee and the City's auditors.

Moved by Becky Nave to approve the financial reporting policy as presented; seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

11. Extension of COVID-19 Leave Policy to December 31, 2022.

City Manager Randall Eads gave the staff report. Mr. Eads stated that City Council approved the current COVID-19 Leave Policy at its regularly scheduled meeting on February 8, 2022. The policy went into effect on February 9, 2022, and is set to expire on June 30, 2022. Nineteen

employees have used the COVID-19 policy during this time, and 732-3/4 hours were missed due to COVID-19. This request tonight is to approve the policy through December 31, 2022.

Moved by Becky Nave to extend the COVID-19 Leave Policy to December 31, 2022; seconded by Neal Osborne.

Mayor Farnum said people are still getting sick and this policy encourages people to stay home when they are sick.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

12. Public Hearing Regarding an Ordinance to Vacate all of a certain Public Right-of-Way in the City of Bristol.

Mayor Farnum opened the public hearing.

City Manager Eads gave the staff report. Mr. Eads stated that Section 15.2-2006 of the Code of Virginia requires that the vacating of a public right-of-way requires the advertising of such request and a public hearing. The City Council shall then consider the request to vacate the right-of-way by ordinance. This request is being made by Mr. Tillman R. Ward who owns the adjoining properties to the North and South of this segment of the unopened and unimproved alley. This request has followed the procedure to vacate the right-of-way. A petition has been filed and the public hearing was advertised in the Bristol Herald Courier on May 31st and June 7th, 2022. The request has been circulated to other departments and BVU.

Mayor Farnum closed the public hearing.

E. Ordinances First Reading

E1. First Reading of Ordinance to Vacate a Portion of an Unopened/Unimproved Public Right-of-Way. [Ordinance 22-7]

Mr. Eads reiterated his comments from the previous agenda item, the public hearing.

Moved by Neal Osborne for the first reading of the ordinance by caption only. Seconded by Becky Nave.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

Mr. Eads read the following:

Ordinance 22-7. Ordinance to Vacate a Portion of an Unopened/Unimproved Public Right-of-Way.

E2. An Ordinance to Create a Zoning Map Amendment for Property Located at 222 Oak Street. Staff recommends approval of the zoning map amendment on first reading.

City Manager Eads gave the staff report. This is for property located at 222 Oak Street, which is the former Bristol Public School Board office building. Mr. Eads said the City has submitted an application for a Zoning Map Amendment for its property located at 222 Oak Street. The City

has requested that this property be rezoned from R-2, Single and Two-Family Residential to FRD, Flexible Redevelopment District. The staff report with comments and the ordinance are attached.

Moved by Neal Osborne for first reading of the ordinance by caption only; seconded by Becky Nave.

Mayor Farnum said he is on the Planning Commission, and many people are excited about the possible redevelopment of the building. Councilmember Nave said she is glad the ordinance mentions that any sales contract should have a provision in it preventing the demolition of the building.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

City Manager Eads read the following:

An Ordinance by the City Council of Bristol, Virginia approving the request by the City of Bristol, Virginia to Amend the City Zoning Map from Single and Two-Family Residential (R-2) to Flexible Redevelopment District (FRD) for Property Described as 222 Oak Street Map Parcels #27-6-5-1A, 1, 2 and 3.

13. Approval of Minutes of the May 24, 2022, City Council Meeting.

Moved by Neal Osborne for approval of the former item #1 of the Consent Agenda. Seconded by Nave.

Motion Passed: 3- 0

Voting For: Neal Osborne, Anthony Farnum, Becky Nave

Voting Against: None

Abstain: Kevin Wingard

CONSENT AGENDA

~~1. Approval of Minutes of the May 24, 2022, City Council Meeting.~~

2. Approval of the Minutes of the June 4, 2022, Called Meeting of City Council.

3. Approval of the Minutes of the June 7, 2022, Called Meeting of City Council.

4. Approval of Minutes of the June 10, 2022, Called Meeting of City Council.

5. Reappointment of Don Ashley to the Bristol Public Library Board of Trustees for a term beginning July 1, 2022, and ending June 30, 2025.

6. Reappointment of Danny Peterson to the Bristol Public Library Board of Trustees for a term beginning July 1, 2022, and ending June 30, 2025.

7. Reappointment of Josh Fleenor to the Bristol Redevelopment and Housing Authority Board to a Four-Year Term Commencing July 1, 2022, and Expiring June 30, 2026.

8. Consideration of Street Closure Request for Annual Independence Day Parade and Concert
Staff recommends that the street closures be approved as requested.
9. Consideration of Street Closure Request for Inaugural Bristol Sunshine Festival
Staff recommends approval of the closures as requested.
10. Consideration of Street Closure Request for the 2022 Antique Automobile Club of America
"Hot August Night" Car Show on State Street
11. Supplemental Appropriation of \$69,424

Moved by Becky Nave for the approval of the consent agenda. Seconded by Neal Osborne.

Motion Passed: 4- 0

Voting For: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Voting Against: None

H. Adjournment

There being no further business, the meeting adjourned at 6:58 p.m.

**CITY COUNCIL
AGENDA ITEM SUMMARY**

Meeting Date: June 28, 2022

Department: City Clerk

Staff Contact: William Lamie,

AGENDA ITEM WORDING:

Approval of Minutes of the June 17, 2022, Called Meeting of City Council.

ITEM BACKGROUND:

N/A

PREVIOUS RELEVANT ACTION:

STAFF RECOMMENDATION:

DOCUMENTATION:

[Minutes 6.17.22.pdf](#)



MINUTES
Called Meeting of the City Council
Friday, June 17, 2022
8:00 AM

Present: Neal Osborne, Anthony Farnum, Kevin Wingard, Becky Nave

Absent: Bill Hartley

Staff Present: Randall C. Eads, City Manager/City Attorney, Tamrya Spradlin, Chief Financial Officer; Gene Christian, A/V Specialist; William Lamie, City Clerk.

Call to Order

Mayor Farnum called the meeting to order at 8:01 a.m.

CALLED MEETING AGENDA

Pursuant to Section 2.2-3711.A1, Code of Virginia 1950, as amended. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body **(personnel)**.

Moved by Osborne to enter into Closed Session for the reasons stated; seconded by Nave.

Motion Passed: 4 - 0

Voting For: Nave, Osborne, Wingard, Farnum

Voting Against: None

Council entered into Closed Session at 8:02 a.m.

Council returned from Closed Session at 8:11 a.m.

By roll call vote council members certify that only business matters lawfully exempted from open meeting requirements as specified in the motion to convene in executive session were discussed.

Ayes: Nave, Osborne, Wingard, Farnum

Nays: none

Moved by Osborne to accept the personnel recommendation offered by the City Manager; seconded by Nave.

Motion Passed: 4 - 0

Voting For: Nave, Osborne, Wingard, Farnum

Voting Against: None

Adjournment

There being no further business, the meeting adjourned at 8:12 a.m.

CITY COUNCIL AGENDA ITEM SUMMARY

Meeting Date: June 28, 2022

Department: Finance

Staff Contact: Tamrya Spradlin, Chief Financial Officer

AGENDA ITEM WORDING:

Supplemental Appropriation of -\$444,778 effective June 30, 2022

ITEM BACKGROUND:

On May 25, 2021, the Bristol Virginia City Council adopted the FY 22 Budget. The listed items are an amendment to the original budget. On December 14, 2021, City Council appropriated an additional \$1,000,000 to Bristol Virginia Public Schools to temporarily assist with cash flow needs while waiting for federal funds reimbursement. This amendment returns those monies to the City from the Schools.

PREVIOUS RELEVANT ACTION:

May 25, 2021, the adoption of the FY22 Budget and December 14, 2021, additional appropriation of \$1,000,000

STAFF RECOMMENDATION:

Staff recommends that Council approve the supplemental appropriation as listed.

GENERAL FUND -\$444,778

City Schools

Amend the budget to **reduce** the appropriation to Bristol Virginia Public Schools by \$1,000,000 to the original FY22 budgeted amount of \$6,786,010.

Revenue 3-001-10110-0001 Beginning Balance - -\$1,000,000

Expenditure 4-001-61010-9200 School Transfers-Operating Fund - -\$1,000,000

Transfers

Appropriate DRI revenues received and transferred to the IDA for Debt Service on the revenue bonds.

Revenue 3-001-11030-0500 Current Taxes Personal Property-DRI \$68,579

Revenue 3-001-12010-0500 Local Sales and Use Taxes-DRI \$47,936

Revenue 3-001-12010-0502 Restaurant Meal Taxes-DRI \$321,807

Revenue 3-001-12010-0503 Business License Taxes-DRI \$35,093

Revenue 3-001-24010-0500 State Sales Tax-DRI \$81,807

Expenditure 4-001-99000-9205 Transfer to IDA-DRI \$555,222

DOCUMENTATION:

[BS BACKUP 6-28-2022.pdf](#)



BRISTOL VIRGINIA PUBLIC SCHOOLS

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

Keith Perrigan, Ed.D.
Superintendent

Gary Ritchie
Assistant Superintendent

Bristol Virginia School Board

Randy Alvis, Chair
Steve Fletcher, Vice Chair
Breanne Forbes Hubbard
Frank Goodpasture, III
Randy White

June 13, 2022

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

Dear Mr. Eads:

On December 14, 2021, City Council approved a supplemental appropriation of \$1,000,000 to alleviate the cash flow strain that resulted from the significant amount of COVID federal funds that were spent and waiting for reimbursement. The supplemental appropriation was successful in alleviating the cash flow strain.

As promised, these funds will be returned to the City on or before June 30, 2022. Please accept this request to reduce the Board's appropriation \$1,000,000, effective June 30, 2022. This will take the Bristol Virginia School Board back to \$46,050,729 for the Fiscal Year 2022.

The Board and I thank you for your continued support.

Sincerely,



Keith S. Perrigan, Ed.D.
Superintendent

Copy to: Members, City Council
 Members, School Board
 Tamyra Spradlin, Chief Financial Officer

Company No: 001		Account Number: 3001 11030 500		Period:	
Date: 6/24/22		Current Taxes Personal Property-DRI		Time: 0805	
Budget Amount	Year To Date	Encumbrances	Balance		
\$58,700.00-	\$127,279.00-	\$.00	\$68,579.00		

Date	Source Reference Number	PO#	Amount Period Description	
11302021 JE 1	0000805		\$127,279.00-202111 JE28 DRI	05404
*****	G/L Year-To-Date-		\$127,279.00-	
*****	Encumbrance-			
*****	A/P Holding File-			
*****	P/R Holding File-			
*****	U/T Holding File-			
*****	A/R Holding File-			
*****	G/L Holding File-			
*****	S/S Holding File-			
*****	INV Holding File-			
07012021 BA 1	0000089		\$58,700.00-202107 -APPROPRIATION ENTRY-	05306
*****	Budget Amount-		\$58,700.00-	

Company No: 001 Account Number: 3001 12010 500 Period: Time: 1550
 Date: 6/23/22 Local Sales and Use Taxes-DRI
 Budget Amount Year To Date Encumbrances Balance
 \$355,000.00- \$386,702.86- \$31,702.86

Date	Source	Reference	Number	PO#	Amount	Period	Description	
07312021	JE	1	0000736		\$36,984.22	202107	JE28 DRI	05315
08312021	JE	1	0000756		\$40,474.39	202108	JE28 DRI	05341
09302021	JE	1	0000771		\$34,966.28	202109	JE28 DRI	05362
10312021	JE	1	0000791		\$29,651.84	202110	JE28 DRI	05385
11302021	JE	1	0000805		\$37,891.73	202111	JE28 DRI	05404
12312021	JE	1	0000826		\$6,063.30	202112	JE28 DRI	05428
01312022	JE	1	0000857		\$36,808.68	202201	JE28 DRI	05464
02382022	JE	1	0000874		\$61,461.18	202202	JE28 DRI	05484
03312022	JE	1	0000901		\$28,179.10	202203	JE28 DRI	05515
04302022	JE	1	0000919		\$31,555.89	202204	JE28 DRI	05538
05312022	JE	1	0000932		\$42,666.25	202205	JE28 DRI	05555
*****			G/L Year-To-Date-		\$386,702.86-			
*****			Encumbrance-					
*****			A/P Holding File-					
*****			P/R Holding File-					
*****			U/T Holding File-					
*****			A/R Holding File-					
*****			G/L Holding File-					
*****			S/S Holding File-					
*****			INV Holding File-					
07012021	BA	1	0000089		\$355,000.00	202107	-APPROPRIATION ENTRY-	05306
*****			Budget Amount-		\$355,000.00-			

31,703
 16,233
47,936 Est.

Company No: 001		Account Number: 3001 12010 502		Period:	
Date: 6/23/22		Restaurant Meal Taxes-DRI		Time: 1551	
Budget Amount	Year To Date	Encumbrances	Balance		
\$155,000.00-	\$416,807.05-	\$0.00	\$261,807.05		
=====					
Date	Source Reference Number	PO#	Amount	Period Description	
07312021	JE 1 0000736		\$15,696.14-	202107 JE28 DRI	05315
08312021	JE 1 0000756		\$17,968.47-	202108 JE28 DRI	05341
09302021	JE 1 0000771		\$17,465.98-	202109 JE28 DRI	05362
10312021	JE 1 0000791		\$13,598.23-	202110 JE28 DRI	05385
11302021	JE 1 0000805		\$18,082.82-	202111 JE28 DRI	05404
12312021	JE 1 0000826		\$56,653.64-	202112 JE28 DRI	05428
01312022	JE 1 0000857		\$62,726.49-	202201 JE28 DRI	05464
02282022	JE 1 0000874		\$49,928.53-	202202 JE28 DRI	05484
03312022	JE 1 0000901		\$50,425.14-	202203 JE28 DRI	05515
04302022	JE 1 0000919		\$61,919.23-	202204 JE28 DRI	05538
05312022	JE 1 0000932		\$52,342.38-	202205 JE28 DRI	05555
G/L Year-To-Date-			\$416,807.05-		

Encumbrance-					

A/P Holding File-					

P/R Holding File-					

U/T Holding File-					

A/R Holding File-					

G/L Holding File-					

S/S Holding File-					

INV Holding File-					

07012021	BA 1 0000089		\$155,000.00-	202107 -APPROPRIATION ENTRY-	05306
Budget Amount-			\$155,000.00-		

\$261,807
 + 60,000 Est
321,807

Company No: 001		Account Number: 3001 12010 503		Period:	
Date: 6/23/22		Business License Taxes-DRI		Time: 1551	
Budget Amount	Year To Date	Encumbrances	Balance		
\$81,100.00-	\$116,192.90-	\$.00	\$35,092.90		
=====					
Date	Source Reference Number	PO#	Amount Period Description		
09302021 JE 1	0000771		\$3,483.00-202109 JE28 DRI	05362	
02282022 JE 1	0000874		\$91,304.53-202202 JE28 DRI	05484	
03312022 JE 1	0000901		\$21,405.37-202203 JE28 DRI	05515	

G/L Year-To-Date-					
\$116,192.90-					

Encumbrance-					

A/P Holding File-					

P/R Holding File-					

U/T Holding File-					

A/R Holding File-					

G/L Holding File-					

S/S Holding File-					

INV Holding File-					

07012021 BA 1	0000089		\$81,100.00-202107 -APPROPRIATION ENTRY-	05306	
Budget Amount-			\$81,100.00-		

Company No: 001	Account Number: 3001	24010	500	Period:
Date: 6/23/22	State Sales Tax-DRI			Time: 1553
Budget Amount	Year To Date	Encumbrances	Balance	
\$665,000.00-	\$746,806.04-	\$0.00	\$81,806.04	

Date	Source Reference Number	PO#	Amount	Period Description
07292021	CS 1	20210729	\$223,839.13	202107 -TREASURER CASH REPORT-
10262021	CS 1	20211026	\$190,759.97	202110 -TREASURER CASH REPORT-
01272022	CS 1	20220127	\$135,732.21	202201 -TREASURER CASH REPORT-
05062022	CS 1	20220506	\$196,474.73	202205 -TREASURER CASH REPORT-
*****	G/L Year-To-Date-		\$746,806.04-	
*****	Encumbrance-			
*****	A/P Holding File-			
*****	P/R Holding File-			
*****	U/I Holding File-			
*****	A/R Holding File-			
*****	G/L Holding File-			
*****	S/S Holding File-			
*****	INV Holding File-			
07012021	BA 1	0000089	\$665,000.00	202107 -APPROPRIATION ENTRY-
*****	Budget Amount-		\$665,000.00-	05306

[illegible]

**CITY COUNCIL
AGENDA ITEM SUMMARY**

Meeting Date: June 28, 2022

Department: Finance

Staff Contact: Tamrya Spradlin, Chief Financial Officer

AGENDA ITEM WORDING:

Budget Transfer GENERAL FUND

ITEM BACKGROUND:

On May 25, 2021, Council approved the FY22 Budget.

PREVIOUS RELEVANT ACTION:

May 25, 2021, approval of the FY22 Budget.

STAFF RECOMMENDATION:

Approve the transfer of FY22 budgeted items within the General Fund

GENERAL FUND BUDGET TRANSFER

Transfer budgeted funds from Washington County Revenue Sharing and Contingency to Judgments and Settlements to cover the payment to Bristol, Tennessee.

Increase 4-001-91100-5900 Judgments and Settlements-Payments \$250,000

Decrease 4-001-91050-5881 Commission on Local Gov't Agreement \$241,402

Decrease 4-001-91020-5890 Contingency Fund \$8,598

Transfer unexpended funds from Tipping Fees to Utilities-DRI to cover FY22 expenditures in that account.

Increase 4-001-43020-5103 Utilities-DRI \$7,919

Decrease 4-001-42040-5140 Tipping Fees \$7,919

DOCUMENTATION:

[BT BACKUP 6-28-2022.pdf](#)

Tamrya Spradlin

From: Randall Eads
Sent: Tuesday, June 21, 2022 11:19 AM
To: Tamrya Spradlin
Subject: BRTN

Ms. Spradlin,

Please transfer \$250,000 to allow for payment to Bristol, Tennessee for the City to comply with the Preliminary Injunction Order that was entered on June 14, 2022 by the United States District Court for the Western District of Virginia.

Thank you,

Randy

Randall C. Eads
City Manager
City Attorney
300 Lee Street
Bristol, VA 24201
(276) 645-7333

Company No: 001		Account Number: 4001		910505881		Period:	
Date: 6/21/22		Commission on Local Gov't Agreement				Time: 1148	
Budget Amount		Year To Date		Encumbrances		Balance	
\$350,000.00		\$108,597.15		\$0.00		\$241,402.85	

Date	Source Reference Number	PO#	Amount	Period Description
11192021 AP 1	12102021/PAY#11		\$50,648.24	202111 TREASURER, WASH. CO. BH- 09496
05192022 AP 1	06102022/PAY#12		\$57,948.91	202205 TREASURER, WASH. CO. BH- 09618
***** G/L Year-To-Date-			\$108,597.15	
***** Encumbrance-				
***** A/P Holding File-				
***** P/R Holding File-				
***** U/T Holding File-				
***** A/R Holding File-				
***** G/L Holding File-				
***** S/S Holding File-				
***** INV Holding File-				
07012021 BA 1	0000089		\$350,000.00	202107 -APPROPRIATION ENTRY- 05306
***** Budget Amount-			\$350,000.00	

Company No: 001
Date: 6/24/22
Budget Amount
\$8,200.00

Account Number: 4001
Utilities-DRI
Year To Date
\$14,818.72

430205103
Encumbrances
\$

Period:
Time: 0805
ce
618.72- ✓

Date	Source	Reference Number	PO#	Amount	Period	Description
08/12/2021	AP	1	7312021	\$1,254.84	202107	BRISTOL VA UTILITIES BH- 094335
09/10/2021	AP	1	8312021	\$1,221.91	202108	BRISTOL VA UTILITIES BH- 09455
10/07/2021	AP	1	9302021	\$1,373.59	202109	BRISTOL VA UTILITIES BH- 09474
11/04/2021	AP	1	10312021	\$1,307.69	202110	BRISTOL VA UTILITIES BH- 09491
12/14/2021	AP	1	11302021	\$1,417.19	202111	BRISTOL VA UTILITIES BH- 09517
01/05/2022	AP	1	12312021	\$1,441.23	202112	BRISTOL VA UTILITIES BH- 09529
02/01/2022	AP	1	01312022	\$1,458.82	202201	BRISTOL VA UTILITIES BH- 09550
03/10/2022	AP	1	02282022	\$1,426.40	202202	BRISTOL VA UTILITIES BH- 09575
04/05/2022	AP	1	03312022	\$1,346.17	202203	BRISTOL VA UTILITIES BH- 09597
05/10/2022	AP	1	04302022	\$1,310.19	202204	BRISTOL VA UTILITIES BH- 09623
06/08/2022	AP	1	05312022	\$1,259.69	202205	BRISTOL VA UTILITIES BH- 09639
*****				\$14,818.72		
G/L Year-To-Date-						

*****	Encumbrance-				
*****	A/P Holding File-				
*****	P/R Holding File-				
*****	U/T Holding File-				
*****	A/R Holding File-				
*****	G/L Holding File-				
*****	S/S Holding File-				
*****	INV Holding File-				
07012021 BA 1	0000089	\$8,200.00	202107	-APPROPRIATION ENTRY-	05306
*****	Budget Amount-	\$8,200.00			

\$8,200.00	202107	-APPROPRIATION ENTRY-	05306
\$8,200.00			

$$\begin{array}{r} 6,619 \\ 1,300 \\ \hline 7,919 \end{array}$$

Company No: 001		Account Number: 4001		420405140		Period:	
Date: 6/24/22		Tipping Fees				Time: 0814	
Budget Amount		Year To Date		Encumbrances		Balance	
\$425,000.00		\$327,766.87		\$0.00		\$97,233.13	

Date	Source	Reference	Number	PO#	Amount	Period	Description	
07312021	JE	1	0000735		\$29,985.80	202107	JE 08 DISPOSAL	05314
08312021	JE	1	0000749		\$620.36	202108	JE01 DISPOSAL FEES	05334
08312021	JE	1	0000750		\$31,011.07	202108	JE 08 DISPOSAL	05335
09302021	JE	1	0000763		\$29,896.54	202109	JE 08 DISPOSAL	05351
10312021	JE	1	0000786		\$27,811.93	202110	JE 08 DISPOSAL	05380
11302021	JE	1	0000808		\$30,186.00	202111	JE08 SWDF TIPPING FEES	05407
12312021	JE	1	0000835		\$33,329.40	202112	JE08 TIPPING FEES	05438
01312022	JE	1	0000844		\$24,838.30	202201	JE08 SWDF TIPPING FEES	05450
02282022	JE	1	0000875		\$24,445.21	202202	JE08 SWDF TIPPING FEES	05485
03312022	JE	1	0000890		\$32,954.93	202203	JE08 SWDF TIPPING FEES	05504
04302022	JE	1	0000921		\$30,526.31	202204	JE08 SWDF TIPPING FEES	05540
05312022	JE	1	0000930		\$33,401.74	202205	JE08 SWDF TIPPING FEES	05553
G/L Year-To-Date-					\$327,766.87			

***** Encumbrance-								

A/P Holding File-								

P/R Holding File-								

U/T Holding File-								

A/R Holding File-								

G/L Holding File-								

S/S Holding File-								

INV Holding File-								

07012021	BA	1	0000089		\$425,000.00	202107	-APPROPRIATION ENTRY-	05306
***** Budget Amount-					\$425,000.00			