TOWN COUNCIL REGULAR MEETING

Thursday, March 19, 2026 at 7:00 PM

Council Chamber Bristol Municipal Complex

AGENDA

This meeting is held in the Bristol Municipal Complex is open for in-person participation.

The meeting is live streamed on Town of Bristol YouTube channel.

Livestream link is available on the Town Website

Bristol Indiana - YouTube

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF INVOICES**
6. **APPROVAL OF MINUTES**
   - **a.** Approval of the Executive Meeting Minutes from March 5, 2026
7. **PLANNING AND DEVELOPMENT ITEMS**
   - **a.** Annexation ordinance 3.19.2026-5

REPORTS

8. **TOWN MANAGER**
   - **a.** Change Order #7 Crosby - increase of $64,923.96 and 49 additional contract days for Part 1 (reviewed and recommended by Commonwealth)
   - **b.** SRF disbursement form #47 Commonwealth $67,943
   - **c.** SRF disb no. 54 JPR $44,072
   - **d.** Project update - sidewalks and closures
9. **CLERK-TREASURER**
   - **a.** Motion to remove from the table and withdraw the previously presented additional appropriation Ordinance No. 3.5.2026-4, due to changes in the Gateway procedure

10. **TOWN MARSHAL**

    a. BPD Monthly Operations Report

11. **FIRE CHIEF**

    a. March report

12. **PARK BOARD**

    a. March 3, 2026 meeting review

13. **TOWN ATTORNEY**

    a. Ordinance 3.19.2026-7 Creating Farmers Market Fund

14. **PRIVILEGE OF THE FLOOR (Public Comments to Council)**

    a. Please state your name and address | 3-minute guideline for comments

15. **TOWN COUNCIL DISCUSSION ITEMS**

    a. Doug DeSmith

    b. Dean Rentfrow

    c. Cathy Burke

    d. Gregg Tuholski

    e. Jeff Beachy

NEXT MEETINGS:

April 2 6:45pm RDC meeting

April 2 7:00 pm Town Council meeting

16. **MOTION TO ADJOURN**

ANNEXATION FISCAL PLAN

FOR THE

TOWN OF BRISTOL

Kauffman Annexation

March 16, 2026

Prepared by:

bakertilly

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INTRODUCTION

The following fiscal plan (the "Fiscal Plan") is for the proposed annexation of parcels to the south of the existing corporate limits on the south side of Bristol (the "Annexation Area"). The Annexation Area is adjacent to the Town of Bristol (the "Town"). The requirements of the Indiana Code mandate the development and adoption of a written fiscal plan and the establishment of a definite policy by resolution of the Town Council. The Indiana Code 36-4-3-13(d) states that this fiscal plan must include and provide:

1) The cost estimates of planned services to be furnished to the territory to be annexed. The plan must present itemized estimated costs for each municipal department or agency;

2) The method or methods of financing the planned services. The plan must explain how specific and detailed expenses will be funded and must indicate the taxes, grants and other funding to be used;

3) The plan for the organization and extension of services. The plan must detail the specific services that will be provided and the dates the services will begin;

4) That planned services of a non-capital nature, including police protection, fire protection, street and road maintenance and other non-capital services normally provided within the corporate boundaries will be provided within one (1) year after the effective date of annexation and that they will be provided in a manner equivalent in standard and scope to those non-capital services provided in areas within the corporate boundaries regardless of similar topography, patterns of land use and population density;

5) That services of a capital improvement nature, including street construction, street lighting, sewer facilities, water facilities and storm water drainage facilities, will be provided to the annexed territory within three (3) years after the effective date of the annexation in the same manner as those services are provided to areas within the corporate boundaries, regardless of similar topography, patterns of land use and population density and in a manner consistent with federal, state and local laws, procedures and planning criteria;

6) The estimated effect of the proposed annexation on taxpayers in each of the political subdivisions to which the proposed annexation applies, including the expected tax rates, tax levies, expenditure levels, service levels and annual debt service payments in those political subdivisions for four (4) years after the effective date of the annexation;

7) The estimated effect the proposed annexation will have on municipal finances, specifically how municipal tax revenues will be affected by the annexation for four (4) years after the effective date of the annexation;

INTRODUCTION

8) Any estimated effects on political subdivisions in the county that are not part of the annexation and on taxpayers located in those political subdivisions for four (4) years after the effective date of the annexation; and

9) A list of all parcels of property in the annexation territory and the following information regarding each parcel:

   (A) The name of the owner of the parcel.
   (B) The parcel identification number.
   (C) The most recent assessed value of the parcel.
   (D) The existence of a known waiver of the right to remonstrate on the parcel.

This Fiscal Plan may include additional materials in connection with the foregoing. It was developed through the cooperative efforts of the Town's various administrative offices and the Town's financial advisors, Baker Tilly. This Fiscal Plan is the result of an analysis of the proposed Annexation Area.

The Annexation Area is contiguous to the Town for the purposes of Indiana Code 36-4-3-1.5, and there is a written Fiscal Plan, herein provided, that has been approved by the Town Council.

SECTION I

AREA DESCRIPTION

A. Location, Area Size and Contiguity

The proposed Annexation Area is located on the south side of the existing corporate boundaries on the south side of the Town. A map and legal description of the area to be annexed has been included in attached Appendix II.

The Annexation Area is approximately 529 acres. The perimeter boundary of the Annexation Area is more than 12.5% contiguous to the existing corporate boundaries of the Town.

B. Current Land Use

The Annexation Area consists of vacant agricultural land.

C. Zoning

Existing Zoning: Agricultural (A-1)
Proposed Zoning: Manufacturing (GPUD M1)

D. Current Population

The current population of the Annexation Area is estimated at 0, as there are no occupied homes within the Annexation Area.

E. Real Property Assessed Valuation

The estimated net assessed valuation for land and improvements in the Annexation Area is $1,106,300. This represents the net assessed value as of January 1, 2024 for taxes payable 2025.

SECTION II

NON-CAPITAL SERVICES

A. Cost of Services

The current standard and scope of non-capital services being delivered within the Town and the Annexation Area were evaluated by each municipal department to determine the personnel and equipment necessary to provide such non-capital services in a manner equivalent in standard and scope to services that are currently provided within the existing Town's municipal boundary.

The Town will provide all non-capital services to the Annexation Area within one (1) year after the effective date of the annexation in a manner equivalent in standard and scope to those non-capital services provided to areas within the Town regardless of topography, patterns of land use, and population density.

B. Police Protection

The Elkhart County Sheriff's Department currently provides police protection and law enforcement services to the Annexation Area. However, all non-capital services of the Bristol Police Department will be made available in the Annexation Area within 1 year of the effective date of this annexation and will be extended in a manner equivalent in standard and scope to the services provided to the other areas within the corporate boundaries of the Town.

The Town of Bristol Police Department's primary purpose is the prevention of crime. The Police Department patrols within the boundaries of the Town on a daily basis and responds to all alarm calls. In addition, the Police Department provides other services such as detection and apprehension of offenders, traffic control and preservation of civil order. The Police Department does not distinguish between different areas of the Town. The same services are provided throughout the Town. Due to the location and character of the Annexation Area, the Town does not anticipate that the Police Department will incur any additional costs as a result of the

C. Fire Protection

The majority of the Annexation Area is currently served by the Bristol Fire Department ("BFD"), but the parcels in Jefferson Township are served by the Jefferson Township Fire Department. Upon annexation, the BFD will serve the entire Annexation Area. The BFD serves the Town of Bristol, Washington Township and York Township through contractual agreements. Due to the location and character of the Annexation Area, it is anticipated that any increase in the cost of the contractual arrangement for fire services will be negligible.

D. Emergency Medical Services

Currently, the BFD provides emergency medical services to the Annexation Area, with the exception of the Jefferson Township parcels. These services include, but are not limited to, emergency medical response. Upon annexation, the entire Annexation Area will be served by BFD. Due to the location and character of the Annexation Area, it is anticipated that any increase in the cost of the contractual arrangement for emergency medical services will be negligible.

SECTION II

(Cont'd)

NON-CAPITAL SERVICES

E. Street Maintenance

It does not appear that there are any roads in the Annexation Area that the Town is not already maintaining; therefore, it is anticipated that any increase in street maintenance costs will be considered negligible.

F. Storm Drainage

Storm water and drainage facilities throughout the Annexation Area will be consistent with the Town's current storm water and drainage system throughout the Town. The Town and County have maintained their drainage areas very similarly, therefore it is not anticipated that there will be any additional cost to the Town. Any future development in the area will have to have its storm water plan approved by the Town, and any associated storm water and drainage costs will be borne by the developers. Nevertheless, all non-capital storm water services will be made available in the Annexation Area within 1 year of the effective date of this annexation and will be extended in a manner equivalent in standard and scope to the services provided to the other areas within the corporate boundaries of the Town.

G. Parks

There are currently four downtown parks in the Town of Bristol. Hermance Park has a rental pavilion and Congdon Park has a rental gazebo. Raber Golf Course is town-owned and is located across from Bay Ridge on the west end of Town. It is anticipated that no additional parks will be added as a result of annexation, therefore there will be no additional costs to the Town.

H. Governmental Administrative Services

The Town does not anticipate that the addition of the Annexation Area will result in a demand for Governmental Administrative Services that cannot be met by the existing staffing of the Town's offices, agencies and departments. All non-capital services of the administration of the Town will be made available in the Annexation Area on the date the annexation becomes effective and will be extended in a manner equivalent in standard and scope to the services provided to the other areas within the corporate boundaries of the Town.

The Governmental Administrative Services of the Town include, but are not limited to, the services provided by the following:

- Town Council
- Town Manager
- Clerk Treasurer

SECTION III

CAPITAL IMPROVEMENTS

A. Cost of Services

The Annexation Area was evaluated to determine the services and facilities required to provide the same type of services in the same manner as services that are currently provided within the existing Town's corporate limits.

The Town will provide the following capital services to the Annexation Area no later than three (3) years after the effective date of the annexation in the same manner as those capital services provided to areas within the Town regardless of topography, patterns of land use and population density and in a manner consistent with federal, state and local laws, procedures and planning criteria. It is currently assumed that the annexation will be effective as soon as practically possible, but not later than December 31, 2026.

B. Water Service

The Annexation Area is currently not served. The Bristol Municipal Water Utility provides water service in the immediately surrounding area and has the capacity and capability to serve the Annexation Area if and when connection is desired. It is anticipated that new customers will pay the applicable tap fee and water assessment charges. It is important to note that the Water Utility is a separate proprietary fund of the Town that maintains separate books and records, and extensions in service are typically borne by the respective property owner or developer. Regardless, all capital services of the Water Department will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

C. Wastewater Service

The Annexation Area is currently not served. The Bristol Municipal Sewage Works provides wastewater service in the immediately surrounding area and has the capacity and capability to serve the Annexation Area if and when connection is desired. It is anticipated that new customers will pay the applicable tap fee and sewer assessment charges. It is important to note that the Sewage Works is a separate proprietary fund of the Town that maintains separate books and records, and extensions in service are typically borne by the respective property owner or developer. Regardless, all capital services of the Wastewater Department will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

SECTION III

(Cont'd)

CAPITAL IMPROVEMENTS

D. Storm Water and Drainage

Storm water and drainage facilities throughout the Annexation Area will be consistent with the Town's current storm water and drainage system throughout the Town. Any future development in the area will have to have its storm water plan approved by the Town, and any associated storm water and drainage costs will be borne by the developers, therefore it is not anticipated that there will be any additional cost to the Town. Regardless, all capital services of the Town will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

E. Street Construction

Construction of any new streets within the Annexation Area will be the responsibility of the appropriate developer in accordance with the applicable Town Code. The existing streets within the Annexation Area are in very similar condition to existing Town streets; it is not anticipated that any additional costs will be required to improve them to Town standards. Regardless, all capital services of the Street Department, including evaluation and construction services, will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

SECTION IV

FISCAL IMPACT

As a result of this annexation, the assessed value for the Town will not change. All properties will be considered municipal tax-exempt upon annexation due to their agricultural assessment.

It is assumed that the effective date of this annexation will be as soon as practically possible, but no later than December 31, 2026. Based on the assumed effective date, Annexation Area property owners will not pay property taxes to the Town until 2027 payable 2028, or until the parcels are no longer municipal tax-exempt. However, the Town will begin providing non-capital municipal services to the property owners within one (1) year after the effective date of the annexation, and it will begin providing capital municipal services to the property owners within three (3) years after the effective date of the annexation.

It is anticipated that there will be no additional costs to the Town as a result of the annexation and that the Town will not realize an increase in it levy as a result of the annexation.

It is also anticipated that there will be no financial impact to the other units in the taxing district due to the municipal tax-exempt status of the parcels. The tax rate imposed on these properties will not change until they are assessed as something other than 100% agricultural.

SECTION V

ASSUMED INDEBTEDNESS

As required by Indiana Code 36-4-3-10, the Town will assume and pay any unpaid bonds or other obligations of Washington Township and Jefferson Township existing at the effective date of the annexation of the Annexation Area in the same ratio as the assessed valuation of the property in the Annexation Area bears to the assessed valuation of all property in Washington Township and Jefferson Township, as shown by the most recent assessment for taxation before the annexation, unless the assessed property within the Town is already liable for the indebtedness.

Washington Township and Jefferson Township currently have no outstanding debt.

Appendix I

TOWN OF BRISTOL, INDIANA

Kauffman Annexation

PARCEL LIST

Parcel ID	Owner	'24 Pay '25 Net Assessed Value	Remonstrance Waiver
20-07-04-101-001.000-019	Kauffman, Ronald L & Jane M	$54,000	No
20-03-32-300-003.000-030	Kauffman, Ronald L & Jane M	145,100	No
20-03-32-300-007.000-030	Kauffman, Ronald L & Jane M	42,200	No
20-03-32-400-002.000-030	Kauffman, Ronald L & Jane M	75,500	No
20-03-32-400-003.000-030	Kauffman, Ronald L & Jane M	179,500	No
20-07-05-100-004.000-019	Kauffman, Ronald L & Jane M	131,000	No
20-07-05-200-004.000-019	Kauffman, Ronald L & Jane M	479,000	No
	Total	$1,106,300	

Appendix II

Town of Bristol

Kauffman Annexation – Public Summary Handout - March 2026

Overview

The Town of Bristol is considering the annexation of approximately **529 acres of land located south of the current town limits**. This area is contiguous to the Town and meets all requirements under Indiana law. A fiscal plan has been prepared to explain what services will be provided, when they will be provided, and how the annexation affects taxes and Town finances.

Town Services Provided Within 1 Year

The Town will provide all routine municipal services at the same level as elsewhere in Bristol, including:

- Police protection, fire protection and emergency medical services
- Street maintenance and storm drainage
- Parks access and administrative services

Because the area is undeveloped, the Town **does not expect new costs** to provide these services.

Financial Impact

- The land is currently assessed as **100% agricultural** and is **municipal tax-exempt** at this time.
- As a result of the annexation, the Town does **not** expect the following:
    - **New property tax revenue**
    - **Increases in tax rates**
    - **Financial impact to other units within the taxing district**

RESOLUTION NO. 3-19-2026-06

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BRISTOL, INDIANA, ADOPTING A FISCAL PLAN FOR THE ANNEXATION OF CERTAIN TERRITORY INTO THE TOWN OF BRISTOL, INDIANA

WHEREAS, the Town Council (the "Council") of the Town of Bristol, Indiana (the "Town") is considering the voluntary annexation of certain territory into the Town; and

WHEREAS, the area to be annexed is legally described and depicted in Appendix II to the Fiscal Plan (as defined herein) (the "Annexation Territory"); and

WHEREAS, pursuant to Indiana Code § 36-4-3-3.1(d), the Council is required to adopt a written fiscal plan and establish a definitive policy, by resolution, that meets the requirements set forth in Indiana Code § 36-4-3-13 for the Annexation Territory, prior to adopting an annexation ordinance; and

WHEREAS, the required fiscal plan, included as Exhibit A (the "Fiscal Plan") and attached hereto and made a part hereof, has been prepared and presented to this Council for consideration; and

WHEREAS, the Fiscal Plan has been reviewed and complies with the requirements of Indiana Code § 36-4-3-13.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Bristol, Indiana meeting in regular session as follows:

Section 1. The foregoing Recitals are fully incorporated herein by this reference.

Section 2. The Fiscal Plan is hereby approved and adopted for the Annexation Territory.

Section 3. This Resolution shall be in full force and effect immediately upon its adoption.

* * * * *

RESOLVED THIS 19th DAY OF MARCH 2026.

TOWN COUNCIL
OF THE TOWN OF BRISTOL, INDIANA

_____
Jeff Beachy, President

_____
Cathy Burke

_____
Gregg Tuholski

_____
Doug DeSmith

_____
Dean Rentfrow

ATTEST:

_____
Cathy Antonelli, Clerk-Treasurer

KD_19601390_1.docx

EXHIBIT A

FISCAL PLAN

(Attached)

ANNEXATION FISCAL PLAN

FOR THE

TOWN OF BRISTOL

Kauffman Annexation

March 16, 2026

Prepared by:

bakertilly

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INTRODUCTION

8) Any estimated effects on political subdivisions in the county that are not part of the annexation and on taxpayers located in those political subdivisions for four (4) years after the effective date of the annexation; and

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A. Location, Area Size and Contiguity

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The Annexation Area is approximately 529 acres. The perimeter boundary of the Annexation Area is more than 12.5% contiguous to the existing corporate boundaries of the Town.

B. Current Land Use

The Annexation Area consists of vacant agricultural land.

C. Zoning

Existing Zoning: Agricultural (A-1)
Proposed Zoning: Manufacturing (GPUD M1)

D. Current Population

The current population of the Annexation Area is estimated at 0, as there are no occupied homes within the Annexation Area.

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The estimated net assessed valuation for land and improvements in the Annexation Area is $1,106,300. This represents the net assessed value as of January 1, 2024 for taxes payable 2025.

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A. Cost of Services

The current standard and scope of non-capital services being delivered within the Town and the Annexation Area were evaluated by each municipal department to determine the personnel and equipment necessary to provide such non-capital services in a manner equivalent in standard and scope to services that are currently provided within the existing Town's municipal boundary.

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B. Police Protection

The Elkhart County Sheriff's Department currently provides police protection and law enforcement services to the Annexation Area. However, all non-capital services of the Bristol Police Department will be made available in the Annexation Area within 1 year of the effective date of this annexation and will be extended in a manner equivalent in standard and scope to the services provided to the other areas within the corporate boundaries of the Town.

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D. Emergency Medical Services

Currently, the BFD provides emergency medical services to the Annexation Area, with the exception of the Jefferson Township parcels. These services include, but are not limited to, emergency medical response. Upon annexation, the entire Annexation Area will be served by BFD. Due to the location and character of the Annexation Area, it is anticipated that any increase in the cost of the contractual arrangement for emergency medical services will be negligible.

SECTION II

(Cont'd)

NON-CAPITAL SERVICES

E. Street Maintenance

It does not appear that there are any roads in the Annexation Area that the Town is not already maintaining; therefore, it is anticipated that any increase in street maintenance costs will be considered negligible.

F. Storm Drainage

Storm water and drainage facilities throughout the Annexation Area will be consistent with the Town's current storm water and drainage system throughout the Town. The Town and County have maintained their drainage areas very similarly, therefore it is not anticipated that there will be any additional cost to the Town. Any future development in the area will have to have its storm water plan approved by the Town, and any associated storm water and drainage costs will be borne by the developers. Nevertheless, all non-capital storm water services will be made available in the Annexation Area within 1 year of the effective date of this annexation and will be extended in a manner equivalent in standard and scope to the services provided to the other areas within the corporate boundaries of the Town.

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The Governmental Administrative Services of the Town include, but are not limited to, the services provided by the following:

- Town Council
- Town Manager
- Clerk Treasurer

SECTION III

CAPITAL IMPROVEMENTS

A. Cost of Services

The Annexation Area was evaluated to determine the services and facilities required to provide the same type of services in the same manner as services that are currently provided within the existing Town's corporate limits.

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The Annexation Area is currently not served. The Bristol Municipal Water Utility provides water service in the immediately surrounding area and has the capacity and capability to serve the Annexation Area if and when connection is desired. It is anticipated that new customers will pay the applicable tap fee and water assessment charges. It is important to note that the Water Utility is a separate proprietary fund of the Town that maintains separate books and records, and extensions in service are typically borne by the respective property owner or developer. Regardless, all capital services of the Water Department will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

C. Wastewater Service

The Annexation Area is currently not served. The Bristol Municipal Sewage Works provides wastewater service in the immediately surrounding area and has the capacity and capability to serve the Annexation Area if and when connection is desired. It is anticipated that new customers will pay the applicable tap fee and sewer assessment charges. It is important to note that the Sewage Works is a separate proprietary fund of the Town that maintains separate books and records, and extensions in service are typically borne by the respective property owner or developer. Regardless, all capital services of the Wastewater Department will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

SECTION III

(Cont'd)

CAPITAL IMPROVEMENTS

D. Storm Water and Drainage

Storm water and drainage facilities throughout the Annexation Area will be consistent with the Town's current storm water and drainage system throughout the Town. Any future development in the area will have to have its storm water plan approved by the Town, and any associated storm water and drainage costs will be borne by the developers, therefore it is not anticipated that there will be any additional cost to the Town. Regardless, all capital services of the Town will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

E. Street Construction

Construction of any new streets within the Annexation Area will be the responsibility of the appropriate developer in accordance with the applicable Town Code. The existing streets within the Annexation Area are in very similar condition to existing Town streets; it is not anticipated that any additional costs will be required to improve them to Town standards. Regardless, all capital services of the Street Department, including evaluation and construction services, will be extended to the Annexation Area within 3 years of the effective date of this annexation in the same manner as those services are provided to areas inside the corporate limits and in a manner consistent with federal, state and local laws, procedures and planning criteria.

SECTION IV

FISCAL IMPACT

As a result of this annexation, the assessed value for the Town will not change. All properties will be considered municipal tax-exempt upon annexation due to their agricultural assessment.

It is assumed that the effective date of this annexation will be as soon as practically possible, but no later than December 31, 2026. Based on the assumed effective date, Annexation Area property owners will not pay property taxes to the Town until 2027 payable 2028, or until the parcels are no longer municipal tax-exempt. However, the Town will begin providing non-capital municipal services to the property owners within one (1) year after the effective date of the annexation, and it will begin providing capital municipal services to the property owners within three (3) years after the effective date of the annexation.

It is anticipated that there will be no additional costs to the Town as a result of the annexation and that the Town will not realize an increase in it levy as a result of the annexation.

It is also anticipated that there will be no financial impact to the other units in the taxing district due to the municipal tax-exempt status of the parcels. The tax rate imposed on these properties will not change until they are assessed as something other than 100% agricultural.

SECTION V

ASSUMED INDEBTEDNESS

As required by Indiana Code 36-4-3-10, the Town will assume and pay any unpaid bonds or other obligations of Washington Township and Jefferson Township existing at the effective date of the annexation of the Annexation Area in the same ratio as the assessed valuation of the property in the Annexation Area bears to the assessed valuation of all property in Washington Township and Jefferson Township, as shown by the most recent assessment for taxation before the annexation, unless the assessed property within the Town is already liable for the indebtedness.

Washington Township and Jefferson Township currently have no outstanding debt.

Appendix I

TOWN OF BRISTOL, INDIANA

Kauffman Annexation

PARCEL LIST

Parcel ID	Owner	'24 Pay '25 Net Assessed Value	Remonstrance Waiver
20-07-04-101-001.000-019	Kauffman, Ronald L & Jane M	$54,000	No
20-03-32-300-003.000-030	Kauffman, Ronald L & Jane M	145,100	No
20-03-32-300-007.000-030	Kauffman, Ronald L & Jane M	42,200	No
20-03-32-400-002.000-030	Kauffman, Ronald L & Jane M	75,500	No
20-03-32-400-003.000-030	Kauffman, Ronald L & Jane M	179,500	No
20-07-05-100-004.000-019	Kauffman, Ronald L & Jane M	131,000	No
20-07-05-200-004.000-019	Kauffman, Ronald L & Jane M	479,000	No
	Total	$1,106,300	

Appendix II

Exhibit 'A'

Project: Legal Description Kauffman Annexation

Parcel ID: 20-03-32-300-003.000-030
20-03-32-300-007.000-030
20-03-32-400-002.000-030
20-03-32-400-003.000-030
20-07-05-100-004.000-019
20-07-05-200-004.000-019
20-07-04-101-001.000-109

All that of Section 5 and Section 6, Township 37 North Range 6 East, Jefferson Township, Elkhart County, Indiana; and that portion of Section 32, Township 38 North Range 6 East, Washington Township, Elkhart County, Indiana, described as follows;

Commencing at the Southwest corner of said Section 5; thence, North on the West line of said Section 5, 3,990.0 feet to the point of beginning; thence, continuing North on the West line of said Section 5, 764.58 feet; thence, South 89 degrees 43 minutes 18 seconds East 520.0 feet; thence, North parallel to the West line of said Section 5, 260.0 feet to the North line of said Section 5; thence, North 89 degrees 43 minutes 18 seconds West on the North line of said Section 5 520.0 feet to the Northwest corner of said Section 5 also the Southwest corner of Section 32, Township 38 North Range 6 East; thence, North on the West line of said Section 32 to the North line of the South half of the Southwest Quarter of said Section 32; thence, East on said North line to the West line of the Southeast Quarter of said Section 32; thence, North on said West line of said Section 32 to the South line of the recorded plat of Earthway Rail Park (instrument no. 2021-10336, Elkhart County Recorder's Office); thence, South 89 degrees 23 minutes 47 seconds East on said South line, 2,653.59 feet to the East line of the Southwest Quarter of said Section 32; thence, South 0 degrees 3 minutes 41 seconds East along said East line, 1,905.20 feet to the North line of Section 4, Township 37 North Range 6 East; thence, South 89 degrees 14 minutes 00 seconds East 1,338.15 feet; thence, South 0 degrees 39 minutes 00 seconds West; thence, 1,068 feet to an iron stake in the centerline of County Road 14; thence, North 44 degrees 37 minutes 00 seconds West 28.44 feet; thence, North 89 degrees 14 minutes 00 seconds West 592.0 feet; thence, North 206.45 feet; thence, North 89 degrees 33 minutes 00 seconds West 714.29 feet to the East line

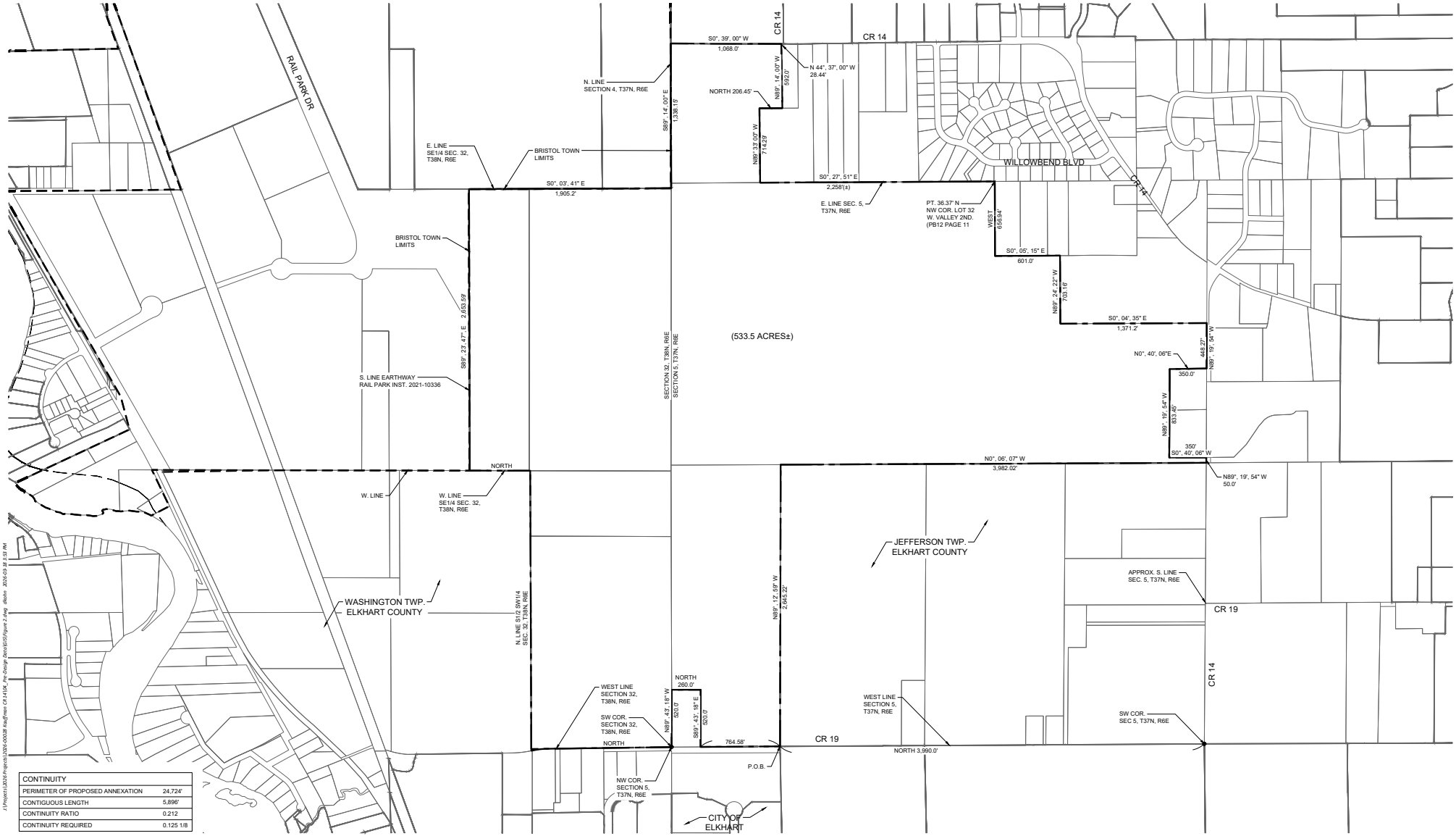
of Section 5, Township 37 North Range 6 East; thence, South 00 degrees 27 minutes 51 seconds East on said East line 2,258 feet (more or less) to a point 36.37 feet South of the Northwest corner of lot 32 of the recorded plat of Whispering Valley Second, Elkhart County Recorders Office, Plat Book 12, Page 71; thence, West 656.94 feet; thence, South 00 degrees 05 minutes 15 seconds East 601.0 feet; thence, North 89 degrees 24 minutes 22 seconds West, 703.16 feet; thence, South 00 degrees 04 minutes 35 seconds East 1,371.20 feet to the South line of said Section 5; thence, North 89 degrees 19 minutes 54 seconds on said South line; 448.27 feet; thence, North 00 degrees 40 minutes 06 seconds East 350 feet; thence, North 89 degrees 19 minutes 54 seconds West 833.45 feet; thence, South 00 degrees 40 minutes 06 seconds West 350 feet to the South line of said Section 5; thence, North 89 degrees 19 minutes 54 seconds West on said South line 50.0 feet; thence, North 0 degrees 06 minutes 07 seconds West 3,982.02 feet; thence, North 89 degrees 12 minutes 59 seconds West 2,645.22 feet to the place of beginning.

Containing 533.5 Acres, more or less.

Subject to Easements of Record.

Subject to survey.

By: Kenneth K. Jones, PS Firm: Jones Petrie Rafinski
Date: February 12, 2026 Job Number: 2026-00028



CONTINUITY	
PERIMETER OF PROPOSED ANNEXATION	24,724'
CONTIGUOUS LENGTH	5,896'
CONTINUITY RATIO	0.212
CONTINUITY REQUIRED	0.125 1/8

J:\Projects\L2024\Projects\2024-00038 Kauffman CR 14\06_Pre-Design Data\05\05\Figure 2.dwg dbohn 2026-03-18 3:53 PM

KAUFFMAN TRUST SITE DEVELOPMENT

FIGURE 2 - ANNEXATION AREA MAP (SUBJECT TO SURVEY)

BRISTOL, IN

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JONES PETRIE RAFINSKI
South Bend, IN p: 574.232.4388
Fort Wayne, IN p: 260.422.2522

Feet
0 200 400

ORDINANCE NO. 3-19-2026-05

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BRISTOL, INDIANA ANNEXING CERTAIN TERRITORY AND DECLARING THE SAME TO BE A PART OF THE TOWN OF BRISTOL, INDIANA

WHEREAS, the Town Council (the "Council") of the Town of Bristol, Indiana (the "Town") has the authority to annex lands into the Town pursuant to Indiana Code § 36-4-3 (the "Act"); and

WHEREAS, the Council received a petition for voluntary annexation into the Town (the "Petition"); and

WHEREAS, the Petition requests that seven (7) parcels located at County Road 14, Bristol, Indiana, Washington and Jefferson Townships, Elkhart County, Indiana and identified in the Elkhart County, Indiana property records as Parcel Numbers 20-07-04-101-001.000-019, 20-03-32-300-003.000-030, 20-03-32-300-007.000-030, 20-03-32-400-002.000-030, 20-03-32-400-003.000-030, 20-07-05-100-004.000-019, 20-07-05-200-004.000-019, consisting of approximately 529 acres (the "Annexation Territory"), be annexed by the Town; and

WHEREAS, the Petition has been signed by one hundred percent (100%) of the owners of land within the Annexation Territory (the "Petitioners"); and

WHEREAS, a legal description and map of the Annexation Territory are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by reference; and

WHEREAS, the Annexation Territory is contiguous to the current boundaries of the Town in accordance with Section 1.5 of the Act and has not been previously annexed; and

WHEREAS, the Annexation Territory is currently zoned under the Elkhart County Development Ordinance as Agricultural (A-1); and

WHEREAS, the Council has adopted, by resolution, a fiscal plan for the annexation of the Annexation Territory in accordance with Section 3.1(d) of the Act; and

WHEREAS, the Council has conducted a public hearing on March 5, 2026, as required by the Act with regard to the annexation of the Annexation Territory; and

WHEREAS, the Council now finds that the statutory criteria under the Act for annexation have been met.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Bristol, Indiana, as follows:

Section 1. The foregoing Recitals are fully incorporated herein by this reference.

Section 2. In accordance with Section 5.1 of the Act, the Annexation Territory is hereby annexed to and declared to be part of the Town and thereby included within its corporate boundaries pursuant to the terms of this Ordinance.

Section 3. The Annexation Territory is to further include the contiguous public highways and rights-of-way of the public highways which are adjacent to the Annexation Territory pursuant to Section 2.5 of the Act.

Section 4. The Annexation Territory shall not be assigned to any Town Council District as the Town has abolished the Town's Council Districts under Indiana Code 36-5-2-4.1.

Section 5. The Annexation Territory shall retain the Agricultural (A-1) zoning classification following the annexation into the Town upon the effective date of this Ordinance. The Annexation Territory may be rezoned by the Petitioners following the adoption of this Ordinance.

Section 6. This Ordinance shall be in full force and effect upon its passage by the Council, and its publication and filing, upon the passage of the applicable thirty (30) day waiting period, in the absence of remonstrance and appeal, all as provided by the Act.

Section 7. That all ordinances or parts thereof in conflict herewith are hereby repealed.

* * * * *

ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRISTOL, INDIANA, ON THIS 19th DAY OF MARCH, 2026.

TOWN COUNCIL OF THE
TOWN OF BRISTOL, INDIANA

_____
Jeff Beachy, President

_____
Cathy Burke

_____
Dean Rentfrow

_____
Gregg Tuholski

_____
Doug DeSmith

ATTEST:

_____
Cathy Antonelli, Clerk-Treasurer

Prepared by and return after recording to:
Scott C. Frissell
Krieg DeVault LLP
12800 North Meridian Street, Suite 300
Carmel, IN 46032-5407
Phone: (317) 238-6246

I affirm, under penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law. /s/ Scott C. Frissell

EXHIBIT A

LEGAL DESCRIPTION

[Attached]

Exhibit 'A'

Project: Legal Description Kauffman Annexation

Parcel ID: 20-03-32-300-003.000-030
20-03-32-300-007.000-030
20-03-32-400-002.000-030
20-03-32-400-003.000-030
20-07-05-100-004.000-019
20-07-05-200-004.000-019
20-07-04-101-001.000-109

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Containing 533.5 Acres, more or less.

Subject to Easements of Record.

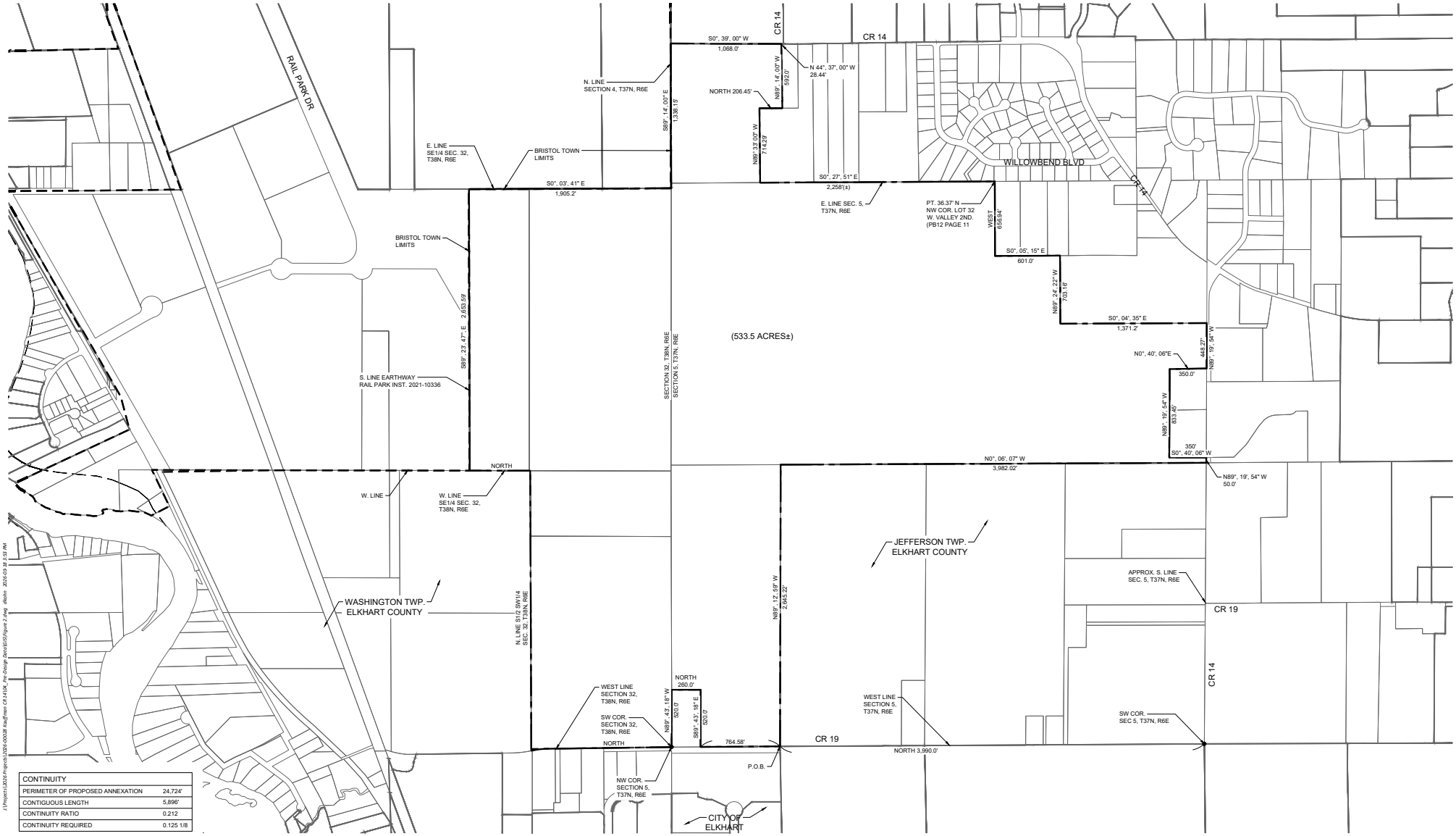
Subject to survey.

By: Kenneth K. Jones, PS Firm: Jones Petrie Rafinski
Date: February 12, 2026 Job Number: 2026-00028

EXHIBIT B

MAP OF THE ANNEXATION TERRITORY

[Attached]



CONTINUITY	
PERIMETER OF PROPOSED ANNEXATION	24,724'
CONTIGUOUS LENGTH	5,896'
CONTINUITY RATIO	0.212
CONTINUITY REQUIRED	0.125 1/8

J:\Projects\L2024\Projects\2024-00038 Kauffman CR 14\06_Pre-Design Data\05\05\Figure 2.dwg dbohn 2026-03-18 3:53 PM

KAUFFMAN TRUST SITE DEVELOPMENT

FIGURE 2 - ANNEXATION AREA MAP (SUBJECT TO SURVEY)

BRISTOL, IN

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JONES PETRIE RAFINSKI
South Bend, IN p: 574.232.4388
Fort Wayne, IN p: 260.422.2522

Feet
0 200 400

COMMONWEALTH ENGINEERS, INC.
A wealth of resources to master a common goal.

March 13, 2026

Mike Yoder
Town of Bristol
303 E Vistula St
Bristol, IN 46507

RE: Job Number S22145
WWTP Improvement Project
Proposed Change Order No. 7

Dear Mr. Yoder:

Enclosed, please find the proposed Change Order No. 7 (CO #7) for the Town of Bristol's consideration and approval.

This CO #7 includes a contract cost increase of $64,923.96 and 49 additional contract days for Part 1, resulting in a new total contract price of $24,094,149.81 and time to substantial completion of Part 1 at 589 days.

Recommendation

We have reviewed the items of additional cost and determined them to be fairly priced. This proposed change order consists of the following items:

- Add Bollard at LS 1
- Valve Vault Undercut
- UV Davit Crane Pedestal
- Electrical Conduits Conflict T&M
- Shore Manor Drive WM Revision
- Alarm Software
- SBR Gallery Lighting Revision

Further details can be found in the attached memorandum. We recommend acceptance of this change order. The table below provides a summary of components included within this change order:

Description	Cost Change	Time Extension (Days)	Summary Notes
Add Bollard to LS 1	$1,851.00	0	The Town requested the installation of a new steel bollard at LS 1 to protect electrical conduits.
Valve Vault Undercut	$3,864.70	0	A failed soil bearing test at the influent lift station valve vault required an 18-inch undercut with compacted #53 stone.
UV Davit Crane Pedestal	$1,624.00	0	Due to conflicts between the planned davit crane pedestal and surrounding components, the davit crane must instead be wall-mounted, requiring an additional davit crane base.
Electrical Conduits Conflict T&M	$3,532.44	0	Existing generator conduits were found within the footprint of the proposed MH-2, requiring relocation.
Shore Manor Drive WM Revision	$40,836.90	42	Because the existing water main was located farther into SR120 than shown, the water main route was revised to connect at Shore Manor Drive.
Alarm Software	$8,617.22	7	Alarm software was not included in the project as it was bid. It is recommended to add to distribute alarms to operators.
SBR Gallery Lighting Revision	$4,597.70	0	A change in the style of lighting is required to avoid large shadows in the SBR pipe gallery. The Contractor caught this issue before any costs or labor were expended on the original lighting style.
Total:	**$64,923.96**	**49**	

The change orders and use of the Owner Allowance so far in this contract, including this change order, equate to a 0.2% decrease from the original contract price. Note, the Owner Allowance of $150,000 was established as part of Change Order 1 in exchange for 90 additional contract days. A summary of the available contingency and Owner Allowance on the project is included in the table below.

Item	Amount, Original	Approved Change Orders, Net	Remaining Amount
Contingency	$1,214,687.45	-$134,675.23	$1,349,362.68
Owner Allowance	$150,000.00	$87,809.26	$62,190.74
Total	**$1,364,687.45**	**-$46,865.97**	**$1,411,553.42**

If you have any questions, please feel free to contact us.

Sincerely,

COMMONWEALTH ENGINEERS, INC.

Amy Mendoza

Amy Mendoza, P.E.

SRF DISBURSEMENT REQUEST FORM

SECTION 1: PARTICIPANT INFORMATION					SRF LOAN NUMBER: WW22532		
SRF Participant:	**Town of Bristol Municipal Sewage Works**				**UEI Number:**	NF3	
Participant's Mailing Address:	308 E. Vistula Street, PO Box 122						
City:	Bristol				**State:**	IN	**Zip Code:** 46507-9489
Participant's Contact:	Mr. Mike Yoder	**Contact Phone:**	574-848-4853	**Contact Email:**			
Authorized Representative:	Ms. Cathy Antonelli			**Auth. Rep. Email:**			
Participant's Bank:			**Mailing Address:**				
City:					**State:**		**Zip Code:**
Account Name:		**Routing Number:**			**Account Number:**		

SECTION 2: DISBURSEMENT INFORMATION				REQUEST NUMBER: 47
SRF Funding Source to be used for this Request *(if multiple sources are being used to pay one invoice, submit a separate DRF for each source)*:				
☒ *SRF Primary Funds*	☐ *SRF Secondary Funds*	☐ *Local Funds;* **TYPE:**	☐ *Other Funds;* **TYPE:**	
Beginning Balance of this Funding Source:				$ 28,265,000
Total Amount of Previous Disbursements for this Funding Source:				$ 21,127,021
Is any part of this request being paid by a Non-SRF Funding Source? *(OCRA, RD, etc)*:				☐ **Yes** ☒ **No**
If yes:	**Non-SRF Source:**		**Non-SRF Amount:**	$

SECTION 3: CONTRACTOR INFORMATION							
Contractor:	Commonwealth Engineers, Inc.		**Mailing Address:**	7256 Company Drive			
City:	Indianapolis				**State:**	IN	**Zip Code:** 46237
Contractor's Bank:			**Mailing Address:**				
City:					**State:**		**Zip Code:**
Account Name:		**Routing Number:**			**Account Number:**		
Contractor's Escrow Bank:			**Mailing Address:**				
City:					**State:**		**Zip Code:**
Account Name:		**Routing Number:**			**Account Number:**		

SECTION 4: PAYMENT INFORMATION			
Amount of this request to be paid by SRF Funding Source identified in Section 2 *(less retainage)*:			**$ 67,943**
• **Participant has paid Contractor for this Request and is requesting SRF to reimburse payment to Participant**			☐ **Yes** ☒ **No**
If yes, Participant requests:	☐ *Check mailed to Participant's address above*	☐ *Payment wired to Participant's Bank via wiring instructions above*	
• **Participant has not paid Contractor for this Request and is requesting SRF to pay Contractor directly**			☒ **Yes** ☐ **No**
If yes, Participant requests:	☒ *Check mailed to Contractor's address above*	☐ *Payment wired to Contractor's Bank via wiring instructions above*	

SECTION 5: RETAINAGE INFORMATION *(if applicable)*			
Retainage Amount for this Pay Application to be paid by SRF Funding Source identified in Section 2:			**$ 0**
• **Participant requests that retainage for this Pay Application be held by SRF**			☐ **Yes** ☐ **No**
• **Participant requests that retainage for this Pay Application be sent to Participant**			☐ **Yes** ☐ **No**
If yes, Participant requests:	☐ *Check mailed to Participant's address above*	☐ *Retainage wired to Participant's Bank via wiring instructions above*	
• **Participant requests that retainage for this Pay Application be sent to Contractor's Escrow Bank**			☐ **Yes** ☐ **No**
If yes, Participant requests:	☐ *Check mailed to Escrow Bank's address above*	☐ *Retainage wired to Escrow Bank via wiring instructions above*	

The undersigned hereby certifies this request for disbursement is, to the best of my knowledge and belief, true and accurate and made in accordance with the conditions of the project agreement(s); that the certified payrolls received in connection with any enclosed construction invoices are in compliance with the Davis Bacon Act / US Dept. of Labor requirements of 29 CFR 5.5(a)(1), and in compliance with SRF incentive programs.

Authorized Representative Signature:		**Date:**	

***FOR INTERNAL USE ONLY*:**

Approved by:		**Date:**		**GPR:**	$	**Lead:**	$	**EC:**	$	**Other:**	$
Processed by:		**Date:**		**DC Notes:**							

Other Type:

COMMONWEALTH ENGINEERS, INC.
A wealth of resources to master a common goal.

Town of Bristol
303 E. Vistula Street
Bristol, IN 46507

Invoice number 65841
Date 02/26/2026

Project S22145 Bristol - Wastewater Treatment Plant Improvements Project

For Basic Engineering Services rendered through January 31, 2026

Task Order 2022-01 signed 10/20/22

Task Order 2023-03 signed 09/21/23

Task Order 2024-02 signed 08/15/24

Email invoices to Amy Mendoza and Jody Alvis to prepare SRF Disbursement Forms.

Description	Contract Amount	% Work To Date	Previous Billed	Amount Billed	This Inv Billed
REGULATORY ASSISTANCE	31,000.00	100.00	31,000.00	31,000.00	0.00
AIS COMPLIANCE	10,300.00	100.00	10,300.00	10,300.00	0.00
GEOTECHNICAL EVALUATION	42,000.00	100.00	42,000.00	42,000.00	0.00
EROSION CONTROL	10,300.00	100.00	10,300.00	10,300.00	0.00
O&M MANUAL	50,000.00	90.00	45,000.00	45,000.00	0.00
PROCESS SITE CIVIL DESIGN, ADDITIONAL SOIL BORING, & ARCHITECT COORDINATION	18,800.00	100.00	18,800.00	18,800.00	0.00
ARCHITECTURAL DESIGN	45,860.00	100.00	45,860.00	45,860.00	0.00
MECHANICAL, ELECTRICAL, AND PLUMBING DESIGN	23,180.00	100.00	23,180.00	23,180.00	0.00
Total	231,440.00	97.84	226,440.00	226,440.00	0.00

Startup Assistance

Professional Fees

	Hours	Billed Amount
Operations Specialist	12.75	2,206.14
Professional Fees subtotal	12.75	2,206.14
Startup Assistance subtotal		2,206.14

Labor Standards Monitoring

Professional Fees

	Hours	Billed Amount
Clerical II	0.50	55.42
Professional Fees subtotal	0.50	55.42
Labor Standards Monitoring subtotal		55.42

7256 Company Drive Indianapolis, IN 46237 317-888-1177/Fax: 317-887-8641

Invoice number 65841
Date 03/26/2026

Invoice total **2,261.56**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Remaining	Current Billed
FIELD WORK/SURVEY	15,000.00	15,000.00	15,000.00	0.00	0.00
STARTUP ASSISTANCE	30,000.00	8,323.00	10,529.14	19,470.86	2,206.14
REGULATORY ASSISTANCE	31,000.00	31,000.00	31,000.00	0.00	0.00
AIS COMPLIANCE	10,300.00	10,300.00	10,300.00	0.00	0.00
GEOTECHNICAL EVALUATION	42,000.00	42,000.00	42,000.00	0.00	0.00
EROSION CONTROL	10,300.00	10,300.00	10,300.00	0.00	0.00
FINANCIAL/LEGAL ASSISTANCE	4,700.00	4,695.03	4,695.03	4.97	0.00
O&M MANUAL	50,000.00	45,000.00	45,000.00	5,000.00	0.00
PROCESS SITE CIVIL DESIGN, ADDITIONAL SOIL BORING, & ARCHITECT COORDINATION	18,800.00	18,800.00	18,800.00	0.00	0.00
ARCHITECTURAL DESIGN	45,860.00	45,860.00	45,860.00	0.00	0.00
MECHANICAL, ELECTRICAL, AND PLUMBING DESIGN	23,180.00	23,180.00	23,180.00	0.00	0.00
LABOR STANDARDS MONITORING	70,000.00	17,832.61	17,888.03	52,111.97	55.42
Total	351,140.00	272,290.64	274,552.20	76,587.80	2,261.56

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COMMONWEALTH ENGINEERS, INC.
A wealth of resources to master a common goal.

Town of Bristol
303 E. Vistula Street
Bristol, IN 46507

Invoice number 65842
Date 02/26/2026

Project S22145 Bristol - Wastewater Treatment Plant Improvements Project

For Basic Engineering Services rendered through January 31, 2026

Task Order 2022-01 signed 10/20/22

Task Order 2023-02 signed 09/21/23

Task Order 2024-02 signed 08/15/24

Email invoices to Amy Mendoza and Jody Alvis to prepare SRF Disbursement Forms.

Description	Contract Amount	% Work To Date	Previous Billed	Amount Billed	This Inv Billed
PRELIMINARY DESIGN	512,000.00	100.00	512,000.00	512,000.00	0.00
FINAL DESIGN	417,000.00	100.00	417,000.00	417,000.00	0.00
ADDITIONAL FINAL DESIGN	34,300.00	100.00	34,300.00	34,300.00	0.00
Total	963,300.00	100.00	963,300.00	963,300.00	0.00

Construction

Consultant

	Billed Amount
Architectural Consultant	
CMID, Inc.	3,355.13
Consultant subtotal	3,355.13
Construction subtotal	3,355.13

Additional Construction Engineering

Professional Fees

	Hours	Billed Amount
Designer IV	13.00	2,765.76
Project Manager II	5.00	1,347.70
Project Manager I	7.00	1,698.63
Project Engineer II	50.25	10,416.41
Engineering Intern II	1.25	200.82
Engineering Intern I	78.00	11,302.21
Designer III	4.00	779.25
Clerical II	3.00	332.52
Reproduction Processor	11.50	1,168.86
CADD Specialist II	12.50	1,623.25

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Additional Construction Engineering

Professional Fees subtotal	185.50	31,635.41

Reimbursable Expenses

	Units	Billed Amount
Subsistence		6.12
Miles	287.57	231.49
Lodging & Travel		168.29
Reimbursable Expenses subtotal		405.90
Additional Construction Engineering subtotal		32,041.31

Additional Resident Project Representative

Professional Fees

	Hours	Billed Amount
Designer I	4.50	638.42
Resident Project Representative II	156.00	20,737.08
Construction Manager	6.00	1,340.04
Professional Fees subtotal	166.50	22,715.54

Reimbursable Expenses

	Units	Billed Amount
Subsistence		844.87
Miles	2,365.00	1,945.68
Lodging & Travel		4,778.94
Reimbursable Expenses subtotal		7,569.49
Additional Resident Project Representative subtotal		30,285.03

Invoice total	**65,681.47**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Remaining	Current Billed
PRELIMINARY DESIGN	512,000.00	512,000.00	512,000.00	0.00	0.00
FINAL DESIGN	417,000.00	417,000.00	417,000.00	0.00	0.00
ADDITIONAL FINAL DESIGN	34,300.00	34,300.00	34,300.00	0.00	0.00
BIDDING OR NEGOTIATING	51,300.00	51,294.94	51,294.94	5.06	0.00
CONSTRUCTION	140,000.00	120,602.29	123,957.42	16,042.58	3,355.13
ADDITIONAL CONSTRUCTION ENGINEERING	174,000.00	69,998.04	102,039.35	71,960.65	32,041.31
RESIDENT PROJECT REPRESENTATIVE	255,000.00	255,000.00	255,000.00	0.00	0.00
ADDITIONAL RESIDENT PROJECT REPRESENTATIVE	504,000.00	224,158.10	254,443.13	249,556.87	30,285.03
Total	2,087,600.00	1,684,353.37	1,750,034.84	337,565.16	65,681.47

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JONES PETRIE RAFINSKI

South Bend & Fort Wayne / www.jpr1source.com

Civil Engineering / Architecture / Landscape Architecture / Land Surveying
Planning / GIS Consulting / Environmental / Utility Management

Town of Bristol
303 E. Vistula St.
Bristol, IN 46507

February 28, 2026
Project No: 2023-00005
Invoice No: 0052639
Due Date: March 30, 2026

Invoice Total	44,071.61

Project 2023-00005 Water System Improvements

Professional Services from February 01, 2026 to February 28, 2026

Phase 001 101 - Study & Report

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Study & Report	30,000.00	100.00	30,000.00	30,000.00	0.00
Preliminary Design	560,000.00	100.00	560,000.00	560,000.00	0.00
Final Design	300,000.00	100.00	300,000.00	300,000.00	0.00
Bidding	51,000.00	100.00	51,000.00	51,000.00	0.00
Construction Admin	412,232.27	83.00	342,152.78	321,541.17	20,611.61
Post Construction Services	60,000.00	0.00	0.00	0.00	0.00
RPR (Inspection)	391,000.00	69.00	269,790.00	246,330.00	23,460.00
Es'mt & Land Acquisition Assistance	46,767.73	100.00	46,767.73	46,767.73	0.00
Direct Expenses	40,000.00	100.00	40,000.00	40,000.00	0.00
Total Fee	1,891,000.00		1,639,710.51	1,595,638.90	44,071.61

Total Fee **44,071.61**

Total this Phase **44,071.61**

Total this Invoice **44,071.61**

Outstanding Invoices

Number	Date	Balance
0052557	1/31/2026	12,154.64
Total		**12,154.64**

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

February 2026

Citations: 66

Warnings: 28

Calls Taken: 528

Impounded Vehicles: 6

Miles Driven: 18,074

Cases Taken: 31

- Domestic Battery: **1**
- Warrant: **5**
- Theft: **1**
- Possession of Marijuana: **3**
- OWI - Felony: **1**
- OWI: **1**
- Harassment: **1**
- Driving While License Suspended - Prior: **4**
- Never Receiving a License: **1**
- Crashes: **4**
- Other: **1**
- Burglary: **1**
- Habitual Traffic Violator: **1**
- Possession of a Controlled Substance: **1**
- Possession of Methamphetamine: **1**
- Possession of Paraphernalia: **3**
- Chins: **1**

Overtime Hours 41.50

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

Code Enforcement

Abandoned and Junk Vehicles: **7**

Signs and Devices: **1**

Illegal Parking: **8**

Citizen's Complaints: **2**

Code Enforcement Officer: **14**

Respectfully,

Stephen M. Priem, Marshal

BRISTOL FIRE DEPARTMENT

405 E. ELKHART STREET
BRISTOL, IN. 46507
Office 1-574-848-4155 / Fax 1-574-848-0459

Nicholas J. A. Kantz Fire Chief

James A. Hanes Jr. Assistant Chief

March 2026 Operations Report:
We responded to 83 calls in February.
We had 291 responses in February.

Primary Incident Type	Incidents
Abdominal pain / problems	1
Back pain (non-trauma)	1
Breathing problems	2
Cancelled	2
Cardiac arrest	1
Chest pain (non-trauma)	4
Convulsions / seizures	5
Diabetic problems	1
Fall	8
Fire / smoke alarm	6
Hemorrhage / laceration	2
Lift assist	1
Malfunctioning alarm	1
Motor vehicle collision	10
Nausea / Vomiting	2
No appropriate choice (medical response)	3
Other false call	2
Other traumatic injury	1
Pregnancy / childbirth	1
Psychological / behavior issues	1
Sick case	20
Standby request (medical)	1
Stroke / CVA	1
Structural involvement	2
Unconscious victim	1
Unknown problem (medical)	2
Vehicle fire - commercial	1
Total	83

BRISTOL FIRE DEPARTMENT

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Nicholas J. A. Kantz Fire Chief

James A. Hanes Jr. Assistant Chief

We want to remind our citizens to replace their batteries in their smoke detectors, if they have not done so already. It is important to do it every 6 months.

We also would like to have our citizens prepare for spring weather. We have already seen massive amounts of wind and rain, along with big temperature swings. Make sure you have enough food, water, and essential supplies to get you and your family through a minimum of 48-72 hours with no power.

Thank you,
Nicholas J.A. Kantz
Fire Chief

The Bristol Park Board meeting held on **March 3, 2026**, covered several ongoing park improvem staffing updates, and future planning

Park Beautification & Landscaping

- **Congden Park Stairwell:** Guest Kathy Antonelli presented a proposal to plant hostas, perennials, and seasonal flowers around the stairwell in Congden Park. She used AI-generated renderings to illustrate the concept. The board approved her moving forward with the project as time and weather permit.
- **Tree Planting:** Street Supervisor Eric emphasized a goal to plant new trees in Congden Park by the end of April (targeting Arbor Day). The board discussed using "Gator Bags" (slow-release watering bags) to ensure the new trees' survival.
- **Herman's Park Wetland:** Plans are moving forward for native "ground cover" plantings in marshy areas to reduce the need for difficult mowing. A proposed raised wooden walkway (boardwalk style) was discussed to make the area accessible even when the ground is soft.

Staffing & Operations

- **Park Board Employee/Coordinator:** The board is developing a job description for a part-time "Parks Coordinator" or intern. Responsibilities would include logistical planning, event assistance, grant writing, and reporting maintenance issues (like broken equipment or graffiti).
- **Student Intern:** The town has hired a high school senior, Ava, to start as a seasonal intern in mid-March. She will assist with the Farmer's Market and other summer events before heading to college in July.
- **Online Reservations:** Jill provided an update on the new online reservation system for park pavilions. A live demo and official launch are expected at next month's meeting.

Park Infrastructure & Repairs

- **Cummins Park Restrooms:** The board reviewed photos of high-end restroom facilities used by Elkhart County Parks. While expensive (approx. $230k), the board is exploring more cost-effective modular options to replace the current portable toilets.
- **Basketball Court:** A quote of $3,300 was received for striping and repair of the basketball court. The board is seeking a second quote before making a final decision.
- **Memorial Park Redesign:** Due to upcoming water main construction, Memorial Park will be "torn up" this year. The board is treating this as an opportunity to completely redesign the space, potentially adding a **small covered stage** for downtown musical performances and a memorial brick program for fundraising.

New Business

- **Public Art:** Jill announced an upcoming meeting with a mural artist to explore potential locations for public art in Bristol, possibly on the side of a park pavilion or a downtown building.

Next Meeting: Scheduled for **April 7, 2026, at 6:00 PM**.