



# TOWN COUNCIL SPECIAL MEETING

Wednesday, March 27, 2024 at 4:00 PM

Council Chambers - Bristol Municipal Complex and live  
streamed Town of Bristol YouTube channel

## AGENDA

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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. **ROLL CALL**
3. **APPROVAL OF AGENDA**

### REPORTS

#### 4. **TOWN MANAGER**

- a. Open water project bid

Bid was received on March 21 before deadline. Bid package was placed in Town Council President's mail slot and inadvertently not included in bid opening Thursday March 21 during regular council meeting.

- [b.](#) Letter of Interest - The Stellar Pathways Program is a multi-agency, multi-million-dollar investment initiative led by the Office of Community and Rural Affairs.

#### 5. **TOWN COUNCIL DISCUSSION ITEMS**

- a. Doug DeSmith
- b. Dean Rentfrow
- c. Cathy Burke
- d. Gregg Tuholski
- e. Jeff Beachy

#### 6. **MOTION TO ADJOURN**

[Insert Date]

To OCRA,

**Vibrant Communities of Elkhart County** would like to be considered for the Stellar Pathways program during the 2024-2025 application year. As a Region, we understand the eligibility requirements and are prepared to meet all financial and time expectations if selected to participate in this program.

We have thoroughly reviewed the program information, eligibility requirements, financial requirements, and supporting documentation and feel strongly that we have the capacity to meet all the requirements and expectations.

Our Region has the full support of our current leadership **Elkhart County Convention and Visitors Bureau** and **6 Communities (Elkhart County, Nappanee, Wakarusa, Millersburg, Middlebury, & Bristol)**. The board signatures and local government officials' signatures below indicate support and participation in the Stellar Pathways program, process, timeline, and guidelines.

If we are accepted into the program, including the region leader and all participating municipalities, commit to completing the Stellar Pathways program within the allotted time, including but not limited to the following responsibilities:

- Attend a mandatory Stellar Pathways program workshop.
- If chosen as a Stellar Pathway participant, develop a Strategic Investment Plan with a qualified consulting team.
- Present the Region's Strategic Investment Plan to the Stellar Pathways Committee at the designated date and time.
- If chosen as a Stellar Pathway designee, implement Strategic Investment Plan projects and programs with the use of set-aside funding, bonus points, and annual funding rounds within five years of designation in coordination with the funding agency.

We understand that this letter of Intent and any requested documentation is due to the Office of Community and Rural Affairs no later than 12 p.m. ET, May 1, 2024. If we have any questions, we will notify our community liaison or contact the Stellar Communities inbox at [stellarcommunities@ocra.in.gov](mailto:stellarcommunities@ocra.in.gov)

Sincerely,

Jon Hunsberger  
Executive Director  
Elkhart County CVB  
[jon@eccvb.org](mailto:jon@eccvb.org).

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Jon Hunsberger, ECCVB

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[Date]

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Jeff Beachy, Bristol Town Council President

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March 27, 2024

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[Insert Name of CEO Local Unit of Government]

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[Date]

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[Insert Name of CEO Local Unit of Government]

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[Date]

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[Insert Name of CEO Local Unit of Government]

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[Date]