TOWN COUNCIL REGULAR MEETING

Thursday, October 15, 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 MEETING MINUTES > regular Council minutes from October 1, 2026
7. **PLANNING AND DEVELOPMENT ITEMS**
   - **a.** Resolution 10.15.2026-17. Adoption of Bristol Mainstreet Grant program
   - **b.** Application for Mainstreet Grant: Evans Restaurant

REPORTS

8. **TOWN MANAGER**
   - **a.** Farmers Market Recap: Jill

     Work Based learning: Chloe McClain
   - **b.** Bloomindale to Earthway land clearing bid package
   - **c.** Manager projects update:

     1. Exec session Monday November 2 and November 5 before Council meeting - economic development and property acquisition strategy

     2. Other projects
9. **CLERK-TREASURER**
   - **a.** Amend Salary Ordinance 10.15.2026-27 scheduled increase for John Creech

b. Additional Appropriation > Motion to approve Ordinance No. 10-15-2026-25 $570,400

c. Second Reading & Final Adoption of the 2027 Budget (public hearing required)

Ordinance No. 10.15.2026-26

10. TOWN MARSHAL

a. BPD Monthly Operations report

11. FIRE CHIEF

a. BFD Monthly operations report

b. New tree

12. PARK BOARD: Mikel Ropp, Park Board President

13. TOWN ATTORNEY

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. Tony Davidson

c. Cathy Burke

d. Gregg Tuholski

e. Jeff Beachy

NEXT MEETINGS:

Council meeting November 5, 2026

16. MOTION TO ADJOURN

MAIN STREET GRANT PROGRAM

Program Guidelines and Eligibility Requirements

PO Box 122, Bristol, IN 46507 | (574) 848-7007

Effective: October 2026

Section 1 — Purpose and Intent

The Town of Bristol Main Street Grant Program is designed to invest in the physical appearance, commercial vitality, and long-term economic health of Bristol's traditional business district. By supporting exterior improvements to storefronts and signage along the Main Street corridor, the Town aims to attract customers, support existing businesses, and foster civic pride in the community's commercial core.

The program reflects Bristol's commitment to maintaining a vibrant, welcoming Main Street that serves as the economic and cultural heart of the community.

Section 2 — Program Area (Main Street Defined)

For purposes of this program, "Main Street" is defined as the commercial corridor encompassing the following streets within the municipal limits of the Town of Bristol:

- **Vistula Street** — within the municipal limits of the Town of Bristol
- **Division Street** — within the municipal limits of the Town of Bristol

Properties must be located on or directly addressed to one of these corridors to be eligible. The Town reserves the right to consider adjacent or connecting parcels on a case-by-case basis where the project would clearly benefit the defined corridor.

Section 3 — Eligible Businesses and Uses

Grant assistance is available to businesses operating in the following categories at a qualifying Main Street address:

- **Retail establishments** — Businesses primarily engaged in the sale of goods directly to consumers
- **Restaurants and food service** — Establishments primarily serving prepared food or beverages to the public
- **Professional offices** — Businesses providing professional, administrative, or service-based operations to clients (examples include legal, accounting, insurance, real estate, medical, and similar professions)

Ineligible Uses

Ineligible uses include, but are not limited to: residential uses, warehousing or industrial operations, home-based businesses without a qualifying street-facing commercial presence, and businesses operating in violation of Town ordinances or licensing requirements.

Applicants must hold a current business license (if applicable) and be in good standing with the Town of Bristol at the time of application.

Section 4 — Grant Tiers

The program is structured in two tiers based on the scope of the proposed improvement. Applicants should select the tier that best reflects the nature and extent of their planned project.

TIER 1 — Sign Replacement

Tier 1 grants are available for projects focused exclusively on the replacement or installation of new exterior business signage. This includes fabrication and installation of wall-mounted signs, projecting signs, monument signs, and similar exterior identification signage.

Town Match: 50% of eligible project costs

Maximum Grant Award: $5,000

Applicant Responsibility: Remaining project costs not covered by the Town grant

Estimate Requirement: A minimum of **one (1)** written contractor or vendor estimate is required with the application.

TIER 2 — Façade Improvement

Tier 2 grants are available for projects that go beyond signage to address partial or full exterior (façade) improvements. Eligible improvements may include, but are not limited to:

- Exterior paint and surface finishes
- Masonry repair and tuckpointing
- Window replacement or repair
- Door replacement
- Awnings and canopies
- Exterior lighting
- Signage

- ADA accessibility improvements

Town Match: Up to 50% of eligible project costs

Maximum Grant Award: Determined by Town Council based on project scope and merit

Match Percentage: The specific Town match percentage is determined by Town Council following review of the applicant's project investment narrative, which must demonstrate how the project supports the Town's investment in the Main Street corridor.

Estimate Requirement: A minimum of **one (1)** written contractor estimate is required. Where the anticipated Town match will exceed **$8,000**, a minimum of **two (2)** competing contractor estimates are required.

Historic Buildings — Note

Tier 2 applicants whose project involves a building with historic significance are encouraged to note this in their application narrative. Historic character may be considered favorably in the Town Council's review.

Section 5 — Application and Review Process

All applications are reviewed in accordance with the following six-step process:

Step 1 — Pre-Application

Prospective applicants are encouraged to contact the Town Manager or Assistant Town Manager prior to submitting an application to discuss project eligibility, program requirements, and available funding.

Step 2 — Application Submission

Completed applications must be submitted to the Town Manager or Assistant Town Manager along with all required attachments, including contractor estimates, photographs of existing conditions, drawings or renderings of proposed improvements, and any other supporting documentation. Completed

applications may be dropped off in person at Town Hall or submitted by email to the Town Manager at **mikeyoder@bristol.in.gov**.

Step 3 — Staff Review

Town staff will review each submitted application for completeness and eligibility. Staff will prepare a written summary and recommendation for Town Council consideration. Applicants may be contacted during this phase to provide additional information or clarification.

Step 4 — Town Council Review and Action

Complete applications with a staff recommendation will be presented to the Bristol Town Council at a regularly scheduled meeting. The Town Council will review the application, the project investment narrative (Tier 2), and the staff recommendation, and will vote to approve, approve with conditions, or deny the grant request. For Tier 2 applications, the Town Council will also determine the specific match percentage to be awarded.

Step 5 — Grant Agreement

Approved applicants will enter into a written grant agreement with the Town of Bristol outlining the award amount, approved scope of work, project timeline, disbursement conditions, and any other terms. **Work may not commence prior to execution of the grant agreement.**

Step 6 — Project Completion and Disbursement

Grant funds will be disbursed upon satisfactory completion of the approved work, inspection by Town staff, and submission of paid invoices. All work must be completed within **twelve (12) months** of grant agreement execution.

Section 6 — Funding Sources

The Bristol Main Street Grant Program is funded through the following Town appropriation accounts:

Fund	Account Description	Account Number
Economic Development Income Tax	EDIT Fund	4436 1443
Redevelopment Give Backs	Redevelopment Fund	2545 1315

The Town Council may authorize the use of other funding sources as deemed appropriate on a project-by-project basis. Grant awards are subject to available appropriations. The program does not guarantee funding and all awards are contingent upon Town Council approval and available budget authority.

Section 7 — General Conditions and Requirements

All applicants and grant recipients are subject to the following conditions:

- Applicants must own or lease the subject property and operate an eligible business at the location.
- Property owners who are not the business applicant must co-sign the application.
- All work must be performed by a licensed contractor. Self-performed work by the applicant is not eligible for reimbursement.
- All permits required by the Town of Bristol or other regulatory bodies must be obtained prior to commencement of work.
- Grant funds may not be used for interior improvements, personal property, inventory, or routine maintenance.
- The Town of Bristol reserves the right to inspect completed work prior to disbursement of funds.
- Grant recipients agree that the Town may use photographs of completed projects for promotional and educational purposes.
- Applications may be submitted on a rolling basis, subject to available funding.
- The Town reserves the right to modify, suspend, or discontinue the program at any time.

Section 8 — Contact and Submission

For questions, pre-application consultations, or to submit a completed application, please contact the Town Manager or Assistant Town Manager using the information below. Application forms are available at Town Hall and on the Town of Bristol website.

Town Manager / Assistant Town Manager — Town of Bristol, Indiana

Mailing Address:

PO Box 122, Bristol, IN 46507

Phone:

(574) 848-7007

Email:

mikeyoder@bristol.in.gov

Completed applications may be dropped off in person at Town Hall or submitted by email to the Town Manager at mikeyoder@bristol.in.gov. Application forms are available at Town Hall and on the Town of Bristol website.

TOWN OF BRISTOL, INDIANA

Main Street Grant Program — Application for Assistance

Bristol Town Council | PO Box 122, Bristol, IN 46507 | (574) 848-7007

SECTION 1 GRANT TIER SELECTION

☐ **TIER 1: SIGN REPLACEMENT** — Up to $2,000 Maximum

25% Town match. The Town contributes 25% of eligible sign replacement costs (fabrication and installation of new exterior signage), up to a $2,000 maximum grant award.

☐ **TIER 2: FULL FAÇADE MAKEOVER**

Up to 50% Town match available. Covers paint, masonry, windows, doors, awnings, signage, and lighting improvements. Match percentage (up to 50%) determined by committee review of submitted project narrative supporting the Town's investment priorities.

Applicant must own or lease the property and operate a business at the location. Town match levels vary by tier — see tier descriptions above for details.

SECTION 2 APPLICANT INFORMATION

BUSINESS NAME _____

BUSINESS TYPE (LLC, SOLE PROP., ETC.) _____

OWNER / APPLICANT NAME _____

PHONE _____

EMAIL ADDRESS _____

YEARS IN BUSINESS _____

MAILING ADDRESS _____

CITY / STATE / ZIP _____

SECTION 3 PROPERTY DETAILS

PROPERTY ADDRESS (IF DIFFERENT FROM ABOVE) _____

BUILDING OWNER NAME (IF DIFFERENT) _____

OWNER PHONE _____

PROPERTY OWNER CO-SIGNING?

☐ Yes ☐ No

DOES THE BUILDING HAVE HISTORIC SIGNIFICANCE?

☐ Yes ☐ No

— (Tier 2 applicants only; if yes, briefly describe:) _____

YEAR BUILT (APPROX.) _____

SECTION 4 PROJECT DESCRIPTION

DESCRIBE THE PROPOSED IMPROVEMENTS

SCOPE OF WORK (CHECK ALL THAT APPLY):

☐ Signage ☐ Paint / Exterior Finish ☐ Masonry / Tuckpointing ☐ Windows ☐ Doors ☐ Awning / Canopy ☐ Lighting

☐ Accessibility Improvements ☐ Other: _____

Supporting documents, drawings, photographs, and contractor estimates may be attached to this application. Please label all attachments with the applicant's business name and reference the section they support.

TIER 2 APPLICANTS ONLY — PROJECT INVESTMENT NARRATIVE

Describe how this project supports the Town of Bristol's investment in the Main Street corridor. Address the project's impact on neighboring properties, economic vitality, historic character, visibility, and long-term sustainability. *(Required for Tier 2; used by Town Council to determine Town match percentage.)*

SECTION 5 CONTRACTOR ESTIMATES & PROJECT COSTS

ITEM / SCOPE OF WORK	CONTRACTOR NAME	ESTIMATED COST

TOTAL ESTIMATED PROJECT COST $

Minimum one (1) written contractor estimate required for Tier 1 and Tier 2 applications. Tier 2 projects where the requested Town match exceeds $15,000 require a minimum of two (2) competing contractor estimates.

SECTION 6 FINANCIAL SUMMARY

PROJECT FUNDING

Total Project Cost: $ _____

Grant Amount Requested: $ _____

Applicant Matching Funds: $ _____

Other Funding Sources: $ _____

SOURCE OF MATCHING FUNDS

☐ Personal Savings ☐ Business Revenue ☐ Bank Loan

☐ Other: _____

Have matching funds been secured?

☐ Yes ☐ No

If yes, attach documentation.

SECTION 7 PROJECT TIMELINE

ESTIMATED START DATE _____

ESTIMATED COMPLETION DATE _____

Work may not begin prior to written grant approval. Projects must be completed within 12 months of award.

SECTION 8 REQUIRED CERTIFICATIONS

I/We hereby certify that all information provided in this application is true and accurate to the best of my/our knowledge. I/We understand that grant funds are contingent upon program availability, committee review, and compliance with all Town of Bristol requirements. I/We agree that the Town may inspect the completed work prior to disbursement of funds.

APPLICANT SIGNATURE _____ **DATE** _____

PRINTED NAME _____ **TITLE** _____

PROPERTY OWNER SIGNATURE (IF DIFFERENT) _____ **DATE** _____

PRINTED NAME _____ **TITLE** _____

Submit completed applications by dropping off in person at Town Hall or by email to **mikeyoder@bristol.in.gov** | Questions? Call **(574) 848-7007**

FOR OFFICE USE ONLY

☐ Complete ☐ Incomplete Reviewed by: _____ Date: _____

☐ Approved ☐ Denied Committee Notes: _____

RESOLUTION NO. 10-15-2026- 17

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BRISTOL, INDIANA APPROVING THE BRISTOL MAIN STREET GRANT PROGRAM

WHEREAS, the Town of Bristol, Indiana (the "Town") is a duly formed municipal corporation within the State of Indiana governed by its duly elected Town Council (the "Council"); and

WHEREAS, the Council desires to establish the Bristol Main Street Grant Program (the "Program") to support exterior improvements to eligible businesses, enhance the appearance and commercial vitality of the Town's "Main Street" corridor, encourage private investment, and promote the economic health of the Town; and

WHEREAS, the Council has reviewed the Bristol Main Street Grant Program Guidelines and Eligibility Requirements attached hereto as Exhibit A (the "Program Guidelines") and finds that the Program and Program Guidelines serve a public purpose and are in the best interests of the Town and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BRISTOL, INDIANA THAT:

Section 1 The foregoing recitals are incorporated into this Resolution as if fully set forth herein.

Section 2 The Council hereby establishes and approves the Program and adopts the Program Guidelines substantially in the form attached hereto as Exhibit A, subject to available appropriations and Council approval of individual grant awards as provided in the Program Guidelines.

Section 3 The Town Manager and Assistant Town Manager are authorized to administer the Program in accordance with the Program Guidelines and to prepare application forms, grant agreements, and other documents reasonably necessary to implement the Program.

Section 4 The Council may amend, replace, suspend, or terminate the Program or the Program Guidelines from time to time. The Town Manager and Assistant Town Manager may approve nonmaterial, technical, administrative, or conforming revisions to the Program Guidelines and related forms; *provided*, however, that any material revision, including any change to grant eligibility, matching requirements, maximum award amounts, or funding sources must be approved by the Council.

Section 5 Nothing in this Resolution, the Program, or the Program Guidelines obligates the Council or the Town to approve any application, award any grant, or appropriate, encumber, or disburse any funds. All grant awards are

discretionary, subject to available appropriations, and require Council approval.

Section 6 This Resolution shall be in full force and effect immediately upon its adoption.

* * * * *

RESOLVED THIS ____ DAY OF _____, 2026.

TOWN COUNCIL
OF THE TOWN OF BRISTOL, INDIANA

_____
Jeff Beachy, President

_____
Cathy Burke

_____
Gregg Tuholski

_____
Doug DeSmith

_____
Tony Davidson

ATTEST:

_____
Cathy Antonelli, Clerk-Treasurer

EXHIBIT A

BRISTOL MAIN STREET GRANT PROGRAM
PROGRAM GUIDELINES AND ELIGIBILITY REQUIREMENTS

(Attached)


BEFORE
EVAN'S SIDEWALK CAFE
OPEN
Remove and Dispose of existing sign face


AFTER
96 in
36 in
Evan's
SIDEWALK CAFE
GOOD FOOD • GREAT PEOPLE • BRISTOL, IN
OPEN
Install (1) New Panface Panel with Custom Artwork



- Improvement Costs

- Sign and lighting : $1,828.83
- New entrance door: $1,894.65

- Total Cost: $3,723.48

- Tier 2 Façade improvement request – eligible for 50% grant : **$ 1,861.74**

Bristol Farmers Market






Artisan Jewelry, S
and m
10% of all profits su
community!


Burek Farms








Pumpkin Roll Bars
$5 each
Sweet Leigh
BAKERY
ALLERGEN
Information
Our products are made in a home kitchen and may come into contact with the following common allergens:
WHEAT
MILK
SOY
PEANUTS




Sale



A Few Testimonies from our First Season!

Bristol Farmers Market

Sweet Leigh Bakery · Join
Kendra Leigh Auricchio · August 27 ·

BRISTOL... I AM BLOWN AWAY.

Tonight was our first time at the Bristol Farmers Market, and I truly did not know what to expect.

You all showed up BIG.

By the end of the evening, Sweet Leigh Bakery was essentially SOLD OUT! There were new faces stopping by, people coming specifically to find us, returning for more, and so many kind words about my little bakery. And a special THANK YOU to Margaret Franks-Ostrander for the hugs and extra love

Those moments mean more to me than you probably realize.

Every cookie you bought, every Jamwich you grabbed, every bag of pizzelles you took home, every conversation at my table and every person who told someone else to come find me—it all supports something I'm building one batch at a time, right out of my kitchen.

Bristol, THANK YOU.

Thank you for welcoming Sweet Leigh Bakery.

Thank you for supporting small.

Thank you for showing up.

And thank you for nearly WIPING ME OUT on our first night!

I think it's safe to say...

BRISTOL, WE'LL BE BACK.

— Sweet Leigh Bakery

I Grew Up In Bristol Indiana
Kathy Hall Leib · August 15 ·

I had the chance to stop by the Bristol Farmers Market for the first time on Thursday while I was in town visiting my Dad. (We recently moved to LaGrange county).
No garden this year so I HAD to get some fresh garden tomatoes(in picture). I picked up a few from a nice young local Amish couple. I've already had one big sandwich, my FAVORITE THING in summer, it was delicious!!!
I also picked up a loaf of Braided Cheese Garlic bread(in picture)from a young lady selling baked goods, 'Olivia's Rustic Oven Treasures'. It is just DELICIOUS!!

What I loved MOST about the Market was the sense of community and seeing friends Cathy, Jill and Beverly. Some I've known since we were kids, Cathy Schaefers Antonelli . (PS: I told my Dad you gals said hello. Made him happy)

Glad to to see this for Bristol, made me happy. Hope it flourishes and grows. **See less**

Glasses on the Go · Follow
October 11 at 12:35 PM ·

Big thanks going out to Bristol Indiana and their volunteers for allowing Glasses on the Go to participate in the Farmers Market this season. If you need new glasses or repairs, you can visit us year round at the Goshen Farmers Market or just message us here! **See less**







SO MANY people were asking me about this or that vendor coming back. Do they have that bread that was so good? What about the one with the delicious vinegars? Vendors also seemed excited to return week after week. And that was due in large part to your work and leadership. Applause to you both!

Mikel Ropp





I am so grateful for the opportunity that I was able to participate in the first year of the Bristol Farmers Market! As a community m e supporting local, and especially seeing others in my community do the same.

This is my first year as a vendor, so I myself am learning as I go through different markets and events, but one of the things that sticks out the most from the Bristol Farmers Market is the aspect of community. I truly feel like this has helped bring the community together, seeing familiar faces week to week and getting to know neighbors was truly a highlight of my experience.

Jill and all the volunteers that participated this year were incredible! Not only were things organized well and communication was solid, but all of them were always willing to help vendors, were very welcoming to the community, and overall helped create an environment that was exciting and inviting. Especially to the local kiddos who loved the bubbles, stickers and pumpkins!

I so look forward to next season, I would love to be a part again, and hopefully see the market expand weekly instead of biweekly, as well as continuing to see the number of vendors grow and evolve.

Thanks again to all who are part of making this Market possible!



Sarah Burton
Little Burti o
Owner/Artist

MAPLE STREET

10+00

11+00

12+00

13+00

14+00

15+00

16+00

17+00

18+00

19+00

20+00

21+00

22+00

23+00

24+00

25+00

SR 15 / DIVISION STREET

BLOOMINGDALE DRIVE

N66°29'57"E
LINE "E"

APPROXIMATELY 1.35 ACRES

APPROXIMATELY 3.80 ACRES

APPROXIMATELY 1.08 ACRES

EARTHWAY BOULEVARD

MAPLE STREET

SR 15 / DIVISION STREET

LEGEND:

CLEARING AND GRUBBING (BASE BID)

CLEARING AND GRUBBING (ALTERNATE BID)

NOTES:

1. ALL LANDSCAPE SHRUBS, TREES AND VEGETATION SHALL BE REMOVED UNLESS OTHERWISE NOTED ON THE PLAN, OR AS DIRECTED BY OWNER OR OWNER'S REPRESENTATIVE.
2. THE ENTERING AND EXISTING OR EQUIPMENT AND HAULING TRAFFIC FROM THE WORK SITE SHALL BE DONE IN A SAFE MANNER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT EQUIPMENT OPERATORS AND HAUL TRUCK DRIVES, ETC., USE CAUTION AND ACCEPTABLE SPEEDS DURING WORK.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL DE-WATERING AS NEEDED TO PROPERLY PERFORM THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER FILTERING AND DISPOSAL OF DE-WATERING DISCHARGE IN ACCORDANCE WITH APPLICABLE PERMIT REQUIREMENTS. THE CONTRACTOR SHALL OBTAIN ALL PERMITS PERTAINING TO DE-WATERING.
4. THE CONTRACTOR SHALL ADHERE TO INDIANA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS, 2026 SECTION 201 AT ALL TIMES.

N

GRAPHIC SCALE

0 25 50 100

(IN FEET)
1" = 50'

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REV	DESCRIPTION	BY	DATE

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

MICHAEL D. VOLL
REGISTERED
No. 11600311
STATE OF INDIANA
PROFESSIONAL ENGINEER

Michael Voll 10/15/2026

EARTHWAY DRIVE CONNECTION ROAD
TOWN OF BRISTOL
303 E VISTULA ST
BRISTOL, IN

SITE CLEARING

DESIGNED BY: ARA
REVIEWED BY: MDV

DRAWN BY: ARA
REVIEWED BY: MDV

DATE: 10/15/2026

JOB NUMBER: 21-113-811

HORIZ. SCALE: 1" = 50'
VERTICAL SCALE: N/A

1

File: J:\Projects\2021 Projects\2021-0113 Bristol\2021-0113-811 Earthway Connection\07_Design\ENG\Plans\21-00113-811 Tree Clearing.dwg
Saved By: ahelkem Plotted: 2026-10-15 8:20 AM

JONES PETRIE RAFINSKI

ENGINEER'S ESTIMATE
Earthway Site Clearing
Project No.: 21-113-811

ESTIMATED CONSTRUCTION COST
Sub-Total: $105,600.00
0.0% Contingency: $0.00
Total: $105,600.00

ID	ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	ITEM TOTAL
1	201-06587	CLEARING AND GRUBBING - BASE BID	2.43	ACRE	$20,000.00	$48,600.00
2	201-06858	CLEARING AND GRUBBING - ALTERNATE BID	3.80	ACRE	$15,000.00	$57,000.00

Town of Bristol
303 E. VISTULA ST | PO BOX 122 | BRISTOL, INDIANA 46507 | 574-848-7007

BRISTOL TOWN COUNCIL

BRISTOL, INDIANA

SPECIFICATIONS AND CONTRACT DOCUMENTS

FOR

EARTHWAY BLVD SITE CLEARING

APPROVED BY THE TOWN COUNCIL

THIS _____ DAY OF _____, 2026

Jeff Beachy
President

Cathy Burke
Member

Dean Rentfrow
Member

Gregg Tuholski
Member

Doug DeSmith
Member

I hereby certify that these plans and specifications were prepared by me, or under by direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Indiana.

Date _____

Michael D. Voll, P.E.
Registered Professional Engineer
State of Indiana No. 11600311
Jones Petrie Rafinski Corp
325 S. Lafayette Boulevard
South Bend, IN 46601

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LEGAL NOTICE

Elkhart Truth – Publish Friday, October 23, and Friday, October 30, 2026

Notice to Bidders
Town Council of the Town of Bristol, Indiana will receive sealed bids for the following project:
EARTHWAY BLVD SITE CLEARING

Sealed bids shall be delivered or forwarded by registered mail to:

Town Clerk Treasurer
Bristol Town Hall
303 E Vistula St
Bristol, IN 46507

Sealed bids are invited and shall be received in possession by Town of Bristol; Attn: Town of Bristol Earthway Blvd Site Clearing Project c/o Cathy Antonelli, Clerk-Treasurer at 303 E Vistula St, Bristol, IN 46507 during local government business hours of 8:00 am to 4:00 pm (EDT) from Friday, October 23, 2026 up until noon, 12:00 pm (EDT) Thursday, November 5, 2026. Bids received by the Town by the noon, 12:00 pm (EDT) Thursday, November 5, 2026 deadline will be opened, read aloud at the Town Council Meeting scheduled at 7:00 pm (EDT) at the Bristol Town Hall, 303 E Vistula St, Bristol, IN 46507 on Thursday, November 5, 2026. Bids received after the deadline to be returned unopened. After bid opening, the Town Council will take all bids under advisement and refer them to the Town Engineer for review & tabulation.

The Contract Documents will be shared electronically at no cost via Egnyte file sharing system. Following request for the Contract Documents by the bidder, Town Engineer will provide appropriate file sharing permissions to view and download documents. Bidders may request access to the Contract Documents from mvoll@jpr1source.com.

The Town of Bristol Eearthway Blvd Site Clearing includes: Removal of vegetation along the proposed roadway corridor between Maple St and SR 15 as well as a new drainage basin. An alternate vegetation removal is proposed for the remainder of the town property as outlined on the plans.

Work to be performed and the bid to be submitted shall include sufficient and proper sums for all general construction, mechanical installation, labor, materials, permits, licenses, insurance, and so forth incidental to and required for the construction of the Project. The Contractor shall submit an itemized bid for approximate quantities and components of labor and materials to complete the contract. Bid shall be upon standard bid sheet used by the Owner, and said sheet must contain an authorized signature of the Contractor, or the bid of the Contractor may, at the discretion of the Owner, be rejected and declared invalid. Bid shall be accompanied by a non-collusion affidavit per the statutes of Indiana. Bids shall be included in a sealed envelope, bearing the title of the Project, name, and address of bidder.

Each bid shall be accompanied by a certified check or acceptable bid bond made payable to the Owner in a sum of not less than ten percent (10%) of the total amount of the bid, which check or bond will be held by the Owner as evidence that the bidder will, if awarded the contract, enter into the same with the Owner upon notification for him to do so within ten (10) days of said notification.

Approved performance and payment bonds guaranteeing faithful and proper performance of the work and materials, executed by an acceptable surety company, will be required of the Contractor at the execution of contract. Bond to be in the amount of 100% of the Contract Price and must be in full force, effective throughout the term of the Construction Contract plus a period of twelve (12) months from date of substantial completion. Liquidated damages in the amount of five hundred dollars ($500.00) per day of delayed or unsatisfactory completion of the Contract, beyond the agreed upon completion date, shall be paid by the

Contractor to the Owner pursuant to terms and conditions of the written contract ultimately entered into by the successful bidder and Owner.

The Owner reserves the right to reject any bid, or all bids, or to accept any bid or bids, or make such combination of bids as may seem desirable, and to waive any and all informalities in bidding. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified may be rejected. No bids may be withdrawn after the scheduled closing time for receipt of bids for at least sixty (60) days.

A conditional or qualified Bid will not be accepted. Award will be made to the lowest, responsible and responsive bidder. The lowest responsive and responsible bidder shall be determined by the Owner.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction shall apply to the Project throughout.

Bids shall be properly and completely executed on bid forms included in the Specifications. Bids shall include all information requested by current Indiana Form 96. Under Section III of Form 96, the Bidder shall submit a financial statement. Bidder shall also submit a statement of experience, proposed plan or plans for performing the public work, equipment the Bidder has available for the performance of the public work on forms prescribed by the State Board of Accounts. Owner may make such investigations as deemed necessary to determine ability of Bidder to perform the work and Bidder shall furnish to Owner all such information and data for this purpose as Owner may request. Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Town that such Bidder is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.

Each Bidder is responsible for inspecting the Project site(s) and for reading and being thoroughly familiar with the Contract Documents and Specifications. Failure or omission of any bidder to do any of the foregoing shall in no way relieve any Bidder from any obligation with respect to its Bid.

Owner is exempt from all federal, state, and local taxes, and will not be responsible for any taxes levied on the Bidders as a result of any contract award.

A bid, proposal or quotation submitted by a trust (as defined in IC 30-4-1-1(a)) must identify each Beneficiary of the trust and each Settler empowered to revoke or modify the trust.

The Owner will award contract to the lowest "responsive" and "responsible" bidder. The Owner reserves the right to waive informalities or irregularities, and to reject any and all bids or portions thereof.

The awarded Contractor shall be required to provide information as to the owners of the Contractor and certify required information to comply with State law and Owner policy on anti-nepotism requirements.

Town of Bristol
Jeff Beachy, Town Council President

CERTIFIED BID SUMMARY FORM

EARTHWAY BLVD SITE CLEARING

This form is to be placed on the first page of the bid packet.

This Certified Bid Summary Form is to ensure that all required components of the bid have been included. Please initial each appropriate line, fill in the bid and alternate amounts, and place this sheet as the first page of your submittal. **The completed form must be submitted with your bid packet.**

_____ I have included the **Bid Form 96**.
_____ I have included the **Bid Bond**.
_____ I have included the **Financial Statement.**
_____ I have included the **Schedule.**
_____ I have included the **Base Bid.**
_____ I have included the **Addendum No.** _____

I hereby certify the following: 1) that all of the required documentation is contained within the following bid packet; 2) that the information provided in this proposal is accurate and complete; 3) that I have read and understand the instructions, terms, conditions and specifications of this solicitation; 4) that I agree to fulfill the requirements of any awarded contract at the prices proposed; and 5) that this proposal includes all costs necessary to provide all supervision, labor, services, materials, tools, equipment, supplies, insurance, permits, bonds, and other incidental items, whether or not specifically called for in the specifications and contract documents, to perform and complete in a workmanlike manner all work as specifically described under each item in the specifications and contract documents, and other work necessary to complete the project in accordance with the obvious or expressed intent of the specifications of the contract documents. Failure to accurately complete this form may be interpreted as a nonresponsive bid.

Signature: _____ Date: _____

Name: _____ Title: _____

Contractor's Name and Address: _____

_____

_____

CONTRACT

THIS AGREEMENT, made as of the _____ day of _____ 2025 by and between, _____, a Corporation organized and existing under the laws of the State of Indiana, hereinafter called the "Contractor", and the Town of Bristol, INDIANA, hereinafter called the "Owner";

WITNESSETH, that the Contractor and the Owner, for the consideration stated herein, mutually agree as follows:

For the Town of Bristol, Indiana

EARTHWAY BLVD SITE CLEARING

Article 1. WORK

The Town of Bristol EARTHWAY BLVD SITE CLEARING includes: Asphalt Reconstruction, Concrete Approaches, Storm Water Structure Improvements, Concrete Curb and Gutter, Concrete Sidewalk, Pavement Markings & Appurtenances at Portions of Elkhart Street, and Saint Joseph Street.

Article 2. CONTRACT PRICE $_____

Owner shall pay Contractor for performance of the work in accordance with the Contract Documents in current funds. Where estimated quantities were provided in the itemized proposal, payment shall be made to Contractor for the actual number of units used multiplied by the unit price bid. Payment shall be as follows:

The Contractor shall be paid progress payments in accordance with verified payment request submitted in a timely fashion.

It is agreed that the amount to be paid per each pay request shall in no case exceed ninety percent (90%) of the value of the work properly performed or for materials or equipment delivered under the Contract. The remaining ten percent (10%) shall be reserved by the Owner as part security for the faithful performance and shall become due to the Contractor within sixty-one (61) days after the date of substantial completion of the work of all claims for labor and materials furnished in the performance of all work under this pay request in advance of the performance of the work or material or equipment delivery in order to fully utilize available funds for the Contract. In the event of any such advanced payment by Owner to Contractor, Contractor shall continue to submit payment requests in a timely fashion for review and verification and shall not be entitled to additional progress payments until any advance payments have been fully earned to include required retainage amounts. Owner may also direct and require Contractor to submit payment requests in a timely fashion to a designated general contractor being utilized by the Owner on a

related project. Any payments received from such designated general contractor shall accrue to the benefit of and be credited to the Owner on this Contract.

ARTICLE 3. CONTRACT DOCUMENTS

The Contract will consist of the Indiana Department of Transportation's Standard Specifications (Current Edition), and the following sections which are attached hereto and are as fully a part of this Contract as if herein set out verbatim:

SECTIONS

1. Certified Bid Summary
2. This Agreement
3. Special Provisions
4. Technical Specifications
5. Itemized Bid
6. Acknowledgement of any Addenda
7. Bid Form 96
8. Performance and Labor and Materials Bond
   (To be submitted by the Contractor upon award and made a part of this Contract)
9. Certificate of Liability Insurance by Contractor
   (To be submitted by the Contractor upon award and made a part of this Contract)
10. Anti-Nepotism Certificate

Article 4. CONSTRUCTION SCHEDULE

4.1 Each proposal shall be accompanied by a Construction Schedule detailing the time frame and order of work. The schedule shall include, but not be limited to the activities required to perform the following:

A. Implementation of Approved Maintenance of Traffic Plan
B. Mobilization
C. Implementation of Approved Erosion Control Plan
D. Asphalt Mainline Pavement Removal and Approach Removal
E. Storm Water Drainage Improvements
F. Subgrade Treatment
G. Aggregate Base and Compaction
H. Concrete Curb and Gutter
I. Concrete Sidewalk and Curb Ramp Construction
J. Concrete Approach Construction
K. HMA Mainline Paving
L. Pavement Markings
M. Signage
N. Appurtenances and Miscellaneous Restoration
O. Demobilization

4.2 Contractor shall submit to the Owner for acceptance proposed adjustments in the Construction Schedule that will not change the Contract Times. Such adjustments will conform generally to the Construction Schedule then in effect and additionally will comply with any provisions of the General Requirements applicable thereto.

Article 5. CONTRACT TIME

5.1 The work is to begin within **ten (10) calendar days** after the date of Notice to Proceed, or as weather permits, and is to be diligently prosecuted at such a date and in such a manner as in the opinion of the Engineer is necessary for the completion within the time herein specified.

5.2 The Contractor hereby agrees to complete the Work by Friday, November 21st, 2025. To accomplish the Work in this time frame may require the Contractor working longer hours or Saturdays. Time extension(s) shall not be permitted.

5.3 Owner and Contractor recognize that time is of the essence of this Agreement and that the Owner will suffer financial loss if the Work is not completed within the times specified in paragraph 5.2 above. It is agree between the parties hereto that if the Contractor shall not complete the work by the date herein specified, the Owner may:

A. Withhold from such sums as may be payable to the Contractor under the terms of this Contract, an amount equal to FIVE HUNDRED Dollars ($500) for each calendar day elapsing between the day so fixed for the completion of said Work and the date upon which said Work shall be completed and accepted by the Owner; and;

B. Relet said Work after giving the notice required by law, and the Contractor shall, on demand, pay to the Owner the cost of said reletting and the difference between the cost of construction or completing said improvement under said new contract, and the cost thereof under this contract.

C. The amounts above are hereby agreed upon as the just and liquidated damages which the Owner has sustained by reason of the non-completion of said Work within the time herein before fixed for the completion.

ARTICLE 6. MISCELLANEOUS

6.1 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law). Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

6.2 Contractor, its successors, assigns, and legal representatives shall perform and comply with all covenants, agreements, and obligations contained in the Contract Documents.

6.3 Owner shall comply with the covenants and agreements contained in the Contract Documents.

6.4 The Contractor shall be responsible for the providing of testing by an independent agency, incidental to the Contract. Testing shall include: an extraction test for the first run of each type of HMA mix for the project.

Test reports shall be promptly submitted to the Town's Engineer and where substandard results are found, corrective measures and retesting for standard results shall be documented.

6.5 Incidental to the Contract shall be the installation of temporary pavement markings as deemed necessary by the Owner for safe maintenance of traffic unless a specific pay item is established in the bid for the specific project segment involved.

6.6 The Contractor shall furnish the Town of Bristol with a performance bond and payment bond in the amount equal to the total contract price within ten (10) days after awarding the contract. The performance bond must include the Indiana Department of Transportation as additionally insured.

The performance bond shall be conditioned on the faithful performance of the work in accordance with these Specifications and Contract Documents, including any plans and drawings; the payment bond shall be conditioned on the full payment of and for all subcontractors and materials. The bonds must specify that: a modification, omission or addition to the terms and conditions of the public work contract, plans, specifications, drawings or profile; a defect in the public work contract; or a defect in the proceedings preliminary to the letting and awarding of the public work contract does not discharge the surety. The surety of the bonds may not be released until one (1) year after the date of the Town of Bristol's final settlement with the Contractor.

As a condition of awarding the contract, the successful bidder must furnish the bonds within ten (10) days after awarding the contract. Failure to do so within this time may be interpreted, at the discretion of the Owner, as failure to perform the obligations set forth in these Specifications and Contract Documents. The Owner may then consider other bids, and/or rebid the project.

6.7 The Contractor shall furnish a maintenance bond in an amount equal to ten percent (10%) of the total contract price within ten (10) days after the date of acceptance of the project by the Town. The maintenance bond shall guarantee for a period of one (1) year after the date of acceptance the work by the Town that all workmanship and materials used in the project are in accordance with the Specifications and Contract Documents. The Contractor shall be responsible for removing all defects due to faulty workmanship and/or materials and shall pay for any damage to other work resulting there from, which shall appear within the guarantee period.

6.8 Contractor shall defend, indemnify, and hold harmless the Owner from and against any and all liabilities, claims, demands, actions, and causes of action arising from or out of the actions or omissions of Contractor and Contractor's employees, agents, representatives, and subcontractors in the performance of this Contract or in the failure to comply with the requirements of this Contract.

6.9 The Contractor shall be responsible for the laying out of the work in the field based on the plan details and the Contractor's coordination with the Owner sufficiently in advance of the work. No direct payment will be made for the laying out of the work and coordinating with the Owner by the Contractor.

6.10 The Contractor shall be responsible for providing accurate estimated quantities of the completed work. The Owner shall verify the estimated quantities prior to payment to the Contractor for the work.

6.11 The types and minimum amount of insurance to be provided for by the Contractor shall be as follows:

A. Workmen's Compensation and Occupational Disease Insurance

The Contractor shall provide Workmen's Compensation and Occupational Disease Insurance as required by law. Such policy shall specifically include coverage for the State of Indiana.

B. Employer's Liability Insurance

The Contractor shall provide Employer's Liability with a minimum coverage of $1,000,000.

C. Comprehensive General Liability Insurance

The Contractor shall maintain Comprehensive General Liability Insurance with bodily injury of not less than $500,000 for any one (1) person in any one (1) occurrence, and $1,000,000 for two (2) or more persons in any one (1) occurrence, and with property damage liability limits of $300,000 in any one (1) occurrence. The insurance policy shall include the following:

1. Premises/Operations: The policy shall include coverage for the following special hazards when applicable to the project:

   i) Property damage arising out of blasting or explosion.

   ii) Property damage arising out of collapse of or structural injury to any building or structure due to grading of land, excavation, borrowing, filling, backfilling, tunneling, pile driving, cofferdam work or caisson work or to moving, shoring, underpinning, raising, or demolition of any building or structure or rebuilding of any structural support thereof.

   iii) Injury to or destruction of wires, conduits, pipes, mains, sewers, and other similar property of any apparatus in connection therewith below the surface of ground, if caused by use of mechanical equipment.

2. Contractual (Broad Form Indemnification): The Contractor agrees to indemnify and save harmless the Owner and its agents and employees, from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the Owner for damages because of bodily injury, including death, at any time resulting there from, sustained by any person or persons or on account of damage to property due or

claimed to be due to negligence of the Contractor, his Subcontractors, employees or agents.

3. Contractor's Protective: The Contractor shall maintain this type of coverage on a "Blanket" basis to cover the operations of any subcontractors.

D. Vehicle Liability Insurance

The Contractor shall maintain Comprehensive Vehicle Liability Insurance with bodily injury liability limits of not less than $500,000 for one (1) person in any one (1) occurrence and $1,000,000 for two (2) or more persons in any one (1) occurrence. Property damage liability insurance shall be maintained with limits of not less than $300,000 for any one (1) occurrence. This coverage may be provided either as a separate policy or as part of the Comprehensive General Liability Policy described previously. The vehicle insurance must include coverage for all owned, non-owned and hired vehicles.

E. Umbrella Policy Insurance

The Contractor shall maintain a minimum $1,000,000 Umbrella Policy in addition to its primary insurance.

F. Contractor shall not commence work until it has obtained all insurance specified herein, has filed, with the Owner one (1) copy of Certificate of Insurance, and such insurance has been approved by the Owner.

Should any Coverage approach expiration during the Contract period, it shall be renewed prior to its expiration, and Certificate again filed with the Owner.

If any such policies are canceled or are changed so as to reduce the coverage evidenced by the Certificate, at least ten (10) days prior written notice by registered mail of such cancellation or change shall be sent to the Owner.

All insurance provided for under this Section shall be written by insurance companies licensed to do business in Indiana.

All insurance shall be maintained in full force and effect until the Contract has been fully and completely performed.

6.12 Contractor shall pay and satisfy all debts, claims or entitlements for payment of subcontractors, laborers, material suppliers, and those performing services on the Work, as engaged or employed by Contractor. Owner shall withhold money from the Contract Price in a sufficient amount to pay the subcontractors, laborers, material suppliers, and those furnishing service (I.C. 36-1-12-13).

6.13 Pursuant to Indiana Code §22-9-1-10, Contractor and its subcontractors, if any, shall not discriminate against any employee or applicant for employment to be employed in the performance of this Contract, with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment because of race, religion,

color, sex, disability, national origin, or ancestry. Breach of this covenant may regarded as material breach of this Contract.

6.14 Contractor certifies that, except for de minimis and non-systematic violations, it has not violated the terms of I.C. 24-4.7, I.C. 24-5-12 or I.C. 24-5-14 in the previous three hundred sixty-five (365) days, even if I.C. 24-4.7 is preempted by federal law and that Contractor will not violate the terms of I.C. 24-4.7 for the duration of this Agreement, even if I.C. 24-4.7 is preempted by federal law. Contractor further certifies that any affiliate or principal of Contractor and any agent acting on behalf of Contractor or on behalf of any affiliate or principal of Contractor except for de minimis and non-systematic violations, has not violated the terms of I.C. 24-4.7 in the previous three hundred sixty five (365) days, even if I.C. 24-4.7 is preempted by federal law, and will not violate the terms of I.C. 24-4.7 for the duration of this Agreement even if I.C. 24-4.7 is preempted by federal law.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in three (3) original copies on the day and year first above-written.

By: _____
Contractor

ATTEST: _____
Witness

TOWN COUNCIL
TOWN OF BRISTOL, INDIANA

By: _____
Jeff Beachy, President

ATTEST:

_____
Cathy Antonelli, Clerk-Treasurer
Town of Bristol

CERTIFICATION:

I, _____, certify that I am the _____ of the _____ named as Contractor herein and said Agreement was duly signed for and in behalf of said _____ by authority of its governing body, and is within the scope of corporate powers.

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SPECIAL PROVISIONS

The following specifications are for this particular project. If any one or several of these conflict with the current Indiana Department of Transportation (INDOT) Standard Specifications and Detail Drawings, these Specifications are valid and the INDOT Standard Specifications which conflict are voided and the remainder of the INDOT Standard Specifications shall be valid. Anything not covered specifically by these Specifications shall be referred to the current INDIANA DEPARTMENT OF TRANSPORTATION, "STANDARD SPECIFICATIONS" and current "STANDARD DETAIL DRAWINGS", and these will be the governing factors for this project.

1. GENERAL DESCRIPTION OF THE WORK

The Town of Bristol Earthway Blvd Site Clearing includes: Removal of vegetation along proposed roadway corridor and drainage basin from Maple St to SR 15. Alternative 1 consists of removal of vegetation along remaining town property between Maple St and SR 15 as outlined in the plans.

Refer to the included itemized proposal for detailed breakdown of the work, including lump sum line items for the project.

2. REFERENCES

The plans, drawings, and specifications related to this project are on file at the Town of Bristol and are designated **"Town of Bristol – EARTHWAY BLVD SITE CLEARING."** These documents shall be applicable to the project and are hereby incorporated by reference.

3. REQUIREMENTS

All work shall be completed in accordance with the contract documents and any special conditions included in construction permits.

4. PROJECT QUESTIONS

All questions regarding the project shall be submitted by email to the Engineer. No questions will be answered over the phone. The deadline for questions to be considered as possible addendum shall be **12:00 pm, noon, EDT, on Monday, November 2, 2026**. Any questions received after this deadline will not be addressed. The final Addendum, if necessary, will be issued by **5:00 pm, EDT, on Wednesday, November 4, 2026**.

Questions shall be submitted to:

Jones Petrie Rafinski Corp.
Michael D. Voll
mvoll@jpr1source.com

5. AWARDING PROJECT

The Owner reserves the right to not award specific portions of the Project within the overall street improvements. The Owner also reserves the right to omit pay items or pay item partial quantities from the Project as awarded. The Bidder shall bid accordingly for awarded portions and any partial quantities to be constructed using the unit prices as bid for individual pay items.

6. CONSTRUCTION STAGING & SEQUENCING

Construction activities shall be conducted and scheduled so as to minimize interference with ongoing activities and processes.

The Contractor shall make good faith efforts to avoid damage to paved surfaces during construction and logistic efforts including, but not limited to, residue material from tire treads of construction equipment traffic.

7. PRE-CONSTRUCTION MEETING

Two weeks prior to the start of construction, a pre-construction meeting with the Town of Bristol and the Engineer shall be arranged by the Contractor. The schedule/timeline for the project shall also be reviewed and discussed at this meeting.

8. SUBSTANTIAL COMPLETION, PRE-FINAL INSPECTION

The Contractor shall advise the Town when all awarded portions of the project are substantially complete so that a pre-final inspection can be made with the Town, the Town's representatives, and the Contractor.

A "Punch List" of required work items to complete the project will be given to the Contractor immediately following the pre-final inspection.

Upon completion of the "Punch List", the Contractor shall notify the Town so that a final inspection can be held to verify that the "Punch List" items are complete, and the Town may accept the overall project.

The Contractor shall be charged liquidated damages at five hundred dollars ($500.00) per calendar day for each day or portion of a day beyond the allowed five (5) day "Punch List" period until the Town accepts the overall project.

The "Punch List" shall be completed within the specified allowable time limit for the project.

9. TRAFFIC CONTROL & ACCESSIBILITY

Traffic control for maintaining two-way safe traffic for this project shall be performed using the Contractor's own traffic control plan as approved by the Town in accordance with the Indiana Manual on Uniform Traffic Control Devices for streets and highways. Traffic control shall be specific and applicable to the aforementioned project. The Contractor shall notify the Town of Bristol about any detours or closures seven days in advance of when they are implemented. Approval of the Contractor's traffic control plan by the Town shall not relieve the Contractor from the responsibility to provide safe two-way traffic control.

Contractor shall provide temporary driveway approach access within the project to be included in the cost of the established pay item as bid.

10. UNDERGROUND CONDITIONS

The Town of Bristol has performed no sub-surface investigation. The Contractor shall perform any sub-surface investigations necessary to become familiar with local conditions prior to bidding. There shall be no compensation for investigation work.

11. UTILITY CONTINGENCIES

The Contractor shall take all reasonable steps to protect existing utilities including, but not limited to, sanitary manhole structures, piping and laterals, storm water piping, manhole, catch basin and inlet structures, water valves and stems, and fire hydrants.

Contractor shall be held liable for the repair of structural damages to utilities sustained as a result of Contractor activities at no cost to the Owner. Contractor shall submit written notice of repair method and materials to the Owner for review and approval prior to repair of structural damages. Repair of structural damages shall not proceed until Owner provides Contractor written notice of approved repair method and materials. Approval of repair methods by the Owner shall not relieve the Contractor from the responsibility to successfully repair the damage as deemed by the Owner of the damaged materials.

12. UTILITY COORDINATION

The Contractor will be responsible for coordination with utilities affected by the proposed construction. Contact information for the utilities have been included on the cover page to the plan documents. The Engineer has determined some relocation of utility facilities to be performed by Utilities in coordination with the construction of this project by the Contractor. The Contractor shall schedule the project work as necessary to allow for relocations by the Utilities.

13. UTILITY LOCATIONS

For protection of underground utilities, Contractor shall call Indiana's "811" Utility Location Service at (800) 382-5544 a minimum of three (3) working days prior to excavating in the vicinity of utility lines. All "811" participating members will thus be routinely notified. This does not relieve the Contractor of notifying utility owners who may not be part of the "811" alert system.

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TECHNICAL SPECIFICATIONS

GENERAL

1. Work Included

The work under each item shall include all labor, materials, tools, equipment, supplies, cost of insurance and bonds, other miscellaneous costs, together with all of the work specifically described under each item and other work necessary to complete the project in accordance with the obvious or expressed intent of the Contract Documents.

2. Obligations

The Contractor is obligated under this Contract to construct the improvements as contemplated and proposed in the Contract Documents. The Contractor is further obligated to make any and all changes in the work as ordered by the Town Engineer and approved by the Owner. All work shall be done for the unit or lump sum prices bid and shall be subject to additional payments or credits as authorized in writing by the Owner.

3. Payment

The unit and lump sum prices as bid to be paid for the respective pay items shall be considered payment in full for the completion of all work specified under each item, complete and ready for use, including testing as shown on the plans and as specified. Payments made under each item will compensate for all such work that is not specifically included under any other item.

4. Indiana Department of Transportation Specifications and Drawings

The “Standard Specifications and Drawings”, current edition, as adopted by the Indiana Department of Transportation (INDOT), are hereby incorporated into these Contract Documents. Copies of these Standard Specifications and Drawings are available for inspection on INDOT’s website.

CLEARING RIGHT OF WAY

Description
In accordance with INDOT Standard Specifications: 201 and 203.

This work shall include, but may not be limited to, all labor, materials, tools, equipment, cutting, trimming, chipping, stump grinding, removal, excavation, backfilling, and hauling and disposal of brush necessary for construction of the proposed improvements, and miscellaneous obstructions not to remain as shown on the plans, found at the site by inspection, or as directed by the Owner in the field.

Construction Requirements
All existing vegetation within the existing Owner Right-of-Way shall be protected unless designated as shown on the plans and as directed by the Owner. Trees within Owner Right-of-Way designated for removal as shown on the plans shall be removed.

Trees cut within the Work area, either within easements or within Owner Right-of-Way shall have their stumps ground out with roots removed. Voids shall be filled and graded for positive drainage with screened topsoil, with mulched seeding Type 'U' as incidental to the Contract.

Limb and brush removal shall be performed in neat fashion so as not to leave behind 'snapped' branches and broken limbs. Limbs within Owner Right-of-Way shall be removed as directed by the Owner.

Burn pits or use of fire for removing vegetation shall not be permitted within Town of Bristol Limits.

Method of Measurement
Tree removal will be measured in accordance with INDOT Standard Specification 201.06(c).4., per each, completed in place as determined by Owner.

Basis of Payment
The pay items for mobilization and demobilization, clearing and grubbing, and all incidentals will be paid by the acre of vegetation removed.

Pay Item	Pay Unit
CLEARING AND GRUBBING	ACRE

ITEMIZED BID

TOWN OF BRISTOL, INDIANA
EARTHWAY BLVD SITE CLEARING
ITEMIZED BID
Page 1 of 2

1	**EARTHWAY BLVD**					
FROM:	**MAPLE STREET**					
TO:	**SR 15**					
ITEM NO.	**DESCRIPTION**	**ESTIMATED QUANTITY**	**UNIT**	**UNIT PRICE**	**UNIT PRICE OR LUMP SUM PRICE *(WRITTEN OUT IN WORDS)***	**TOTAL COST**
1	CLEARING AND GRUBBING	2.43	ACRE			
					TOTAL	
	ALTERNATE 1					
2	CLEARING AND GRUBBING	3.80	ACRE			
					TOTAL	
					GRAND TOTAL	

TOWN OF BRISTOL, INDIANA
EARTHWAY BLVD SITE CLEARING
ITEMIZED BID
Page 2 of 2

The original signed bid must be submitted to the office designated in the Notice to Bidder by the specified opening date and time to receive consideration. The Contractor certifies that the information provided by it in its bid is accurate and complete. The execution of this bid is certification that the undersigned Contractor has read and understands the instructions, terms, conditions and specifications of this solicitation, and agrees to fulfill the requirements of any awarded contract at the prices proposed. This bid includes all costs necessary to provide all supervision, labor, services, materials, tools, equipment, supplies, insurance, permits, bonds, and other incidental items, whether or not specifically called for in the Specifications and Contract Documents, to perform and complete in a workmanlike manner all work as specifically described under each item in the Specifications and Contract Documents, and other work necessary to complete the project in accordance with the obvious or expressed intent of the Specifications and Contract Documents.

Contractor's Name: _____

Address: _____ City, State, Zip: _____

Signed By: _____ Title: _____ Date: _____

Acknowledgement of Addenda: _____

Grand Total Base Bid = $ _____

TOWN COUNCIL OF THE TOWN OF BRISTOL, INDIANA

NOTICE OF EXECUTIVE SESSION

The Town Council of the Town of Bristol, Indiana (the "Council") will meet in Executive Session in accordance with Indiana Code § 5-14-1.5-6.1 for the following purposes:

- To discuss strategy with respect to a real property transaction including a purchase, a lease (as lessor), a lease (as lessee), a transfer, an exchange, or a sale by the Council prior to the time of contract execution (I.C. 5-14-1.5-6.1(b)(2)(D));

- Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Council (I.C. 5-14-1.5-6.1(b)(4)); and/or

- Communications with counsel subject to attorney-client privilege (I.C. 5-14-1.5-6.1(b)(19)).

DATE:	
TIME:	7:00 p.m.
LOCATION:	Bristol Municipal Complex - Council Chambers 303 E. Vistula Street Bristol, Indiana 46507

Notice prepared by Bristol Town Counsel and posted by [time] on [date], 2026.

TOWN OF BRISTOL, INDIANA

Salary Ordinance No. 10-15-2026-27

WHEREAS the Town of Bristol is desirous of establishing a schedule of total compensation to include the salaries and benefits for its employees for the year 2026; and

WHEREAS the Town of Bristol Town Council has reviewed the financial condition of the Town for purposes of arriving at proposed total compensation to include salaries and benefits that are fiscally responsible, and which are fair, just, and equitable to its employees.

NOW THEREFORE BE IT ORDAINED by the Town of Bristol Town Council, that the total compensation for its elected officials and employees **for January 1, 2026, through December 31, 2026, or from the date amended through December 31, 2026, shall be as follows:**

2026 BASE PAY RATE SCHEDULE

TITLE	CLASSIFICATION	BASE PAY RATE	BUDGETED FUNDS
Town Council President	Elected Official Stipend	$2,383.50 paid in June and December	100% General Fund
Town Council Member(s)	Elected Official Stipend	$2,121.00 paid in June and December	100% General Fund
Park Board Member(s)	Appointed Official Stipend	$975.00 paid in December	100% Park Fund
Town Manager [MY]	Exempt Full-Time	$3,021.35 biweekly	100% General Fund
Clerk-Treasurer [CA]	Elected Official Exempt Full-Time	$ 2,718.93 biweekly	100% General Fund
Deputy Clerk / Assistant Town Manager [JS]	Nonexempt Full-Time	$32.29 per hour	100% General Fund
Utility Clerk [DT]	Nonexempt Full-Time	$19.14 per hour	100% Water Fund
Town Marshal [SP]	Exempt Full-Time	$3,742.98 biweekly	100% Police Fund
Chief Deputy [DL]	Nonexempt Full-Time	$45.77 per hour	100% Police Fund
Detective [NR]	Nonexempt Full-Time	$40.68 per hour	100% Police Fund
Sergeant [KH]	Nonexempt Full-Time	$44.19 per hour	100% Police Fund
Deputy Police Officer [GP]	Nonexempt Full-Time	$35.09 per hour	100% Police Fund
Deputy Police Officer [AD]	Nonexempt Full-Time	$39.67 per hour	100% Police Fund
Deputy Police Officer [CP]	Nonexempt Full-Time	$32.51 per hour	100% Police Fund
Deputy Police Officer [VA]	Nonexempt Full-Time	$32.51 per hour	100% Police Fund
Deputy Police Officer [AP]	Nonexempt Full-Time	$33.95 per hour	100% Police Fund
Deputy Police Officer [GS]	Nonexempt Full-Time	$39.67 per hour	100% Public Safety Fund

TITLE	CLASSIFICATIO	BASE PAY RATE	BUDGETED FUNDS
Deputy Police Officer [JD]	Nonexempt Full-Time	$32.51 per hour	100% Public Safety Fund
Ordinance Officer [RC]	Nonexempt Part-Time	$24.64 per hour	100% Police Fund
Police Department Clerical Personnel [AA]	Nonexempt Full-Time	$25.43 per hour	100% Police Fund
Street Department Employee – 1 [WB]	Nonexempt Full-Time	$33.50 per hour	100% General Fund
Street Department Superintendent [JC]	Nonexempt Full-Time	33.50 per hour	100% General Fund
Street Department Employee – 3 [MG]	Nonexempt Full-Time	$28.19 per hour	100% General Fund
Utility Superintendent [TM]	Nonexempt Full-Time	$39.23 per hour	65% Wastewater 35% MS4
Utility Employee-3 [KB]	Nonexempt Full-Time	$30.39 per hour	100% Wastewater Fund
Utility Employee 4 [JM]	Nonexempt Full-Time	$34.42 per hour	100% Water Fund
WWTP Manager [EF]	Nonexempt Full-Time	33.50 per hour	100% Wastewater Fund
Office Support Assistant [PE]	Nonexempt Part-Time	$10.76 per hour	100% Water Fund
Utility Department Seasonal Employee	Nonexempt Seasonal	$15.00 per hour	100% Water Fund
Community Services Assistant Seasonal Employee(s)	Nonexempt Seasonal	$15.00 per hour	100% Giveback Fund
High School Street Department Level 1	Nonexempt Part Time	$14.00 per hour	50% MVH Fund,25% Park 25% Cemetery
High School Street Department Level 2	Nonexempt Part Time	$15.00 per hour	50% MVH Fund,25% Park 25 % Cemetery
Seasonal Employee(s) Various departments	Nonexempt Part-Time	$25.00 per hour	25% MVH Fund,25% Park 50% Cemetery

GUIDELINES FOR THE PAYMENT OF BASE RATES

The Clerk-Treasurer and all full-time and part-time employees shall be paid bi-weekly in 2026 with the first biweekly pay date of January 9, 2026, based on the pay period designated as Sunday, December 21, 2025, through Saturday, January 3, 2026. The standard workweek is from Sunday through Saturday. All employees are paid biweekly, which equates to 26 pays during 2026.

Exempt (EX) employees are paid to “get the job done” and their pay does not vary from week to week. Nonexempt (NE) employees are paid by the hour for all hours worked during each workweek.

The Town Council President and the Town Council members shall be paid in two installments, with one-half of annual compensation paid during first payroll period in July and one-half of annual compensation paid during last payroll period in December, at rates established in base pay

rate schedule above. Park Board members shall be paid during the last payroll period in December, at the rate established in the pay rate schedule above.

Work Schedules/Hours/Breaks

The Town of Bristol will establish the standard workday, workweek, and starting and ending times for each department, considering current and anticipated workloads, public service needs, and other factors. Each department is responsible for communicating these work parameters to their employees. No established schedule will be construed as a guarantee of work hours or as a restriction of the Town of Bristol's right to restructure the workday or workweek.

Street Department employees will work from 7:00 a.m. until 3:00 p.m. Monday through Friday with two 15-minute paid breaks.

Water and Wastewater Department employees will work four 10-hour days per week. Either Monday through Thursday or Tuesday through Friday. Work hours are 6:30 am to 4:30 pm with two 15-minute paid breaks. An optional schedule is four 10-hour workdays with work hours of 6:30 am to 5:00 pm, with two 15-minute breaks and a 30-minute lunch break. Each employee is required to work a minimum of 1 weekend per month to perform IDEM-mandated testing. The weekend shift will be aligned with on-call duty schedules.

Police Department employees are assigned to one of the following seven shifts:

–	-	Shift A	6:00 a.m.	–	2:00 p.m.
–	-	Shift B	8:00 a.m.	–	4:00 p.m.
–	-	Shift C	10:00 a.m.	–	6:00 p.m.
–	-	Shift D	2:00 p.m.	–	10:00 p.m.
–	-	Shift E	4:00 p.m.	–	12:00 a.m.
–	-	Shift F	6:00 p.m.	–	2:00 a.m.
–	-	Shift M	10:00 p.m.	–	6:00 a.m.

Police officers may be assigned to a non-routine shift beyond the shifts listed above.

The Town Manager, Assistant Town Manager, Clerk-Treasurer, Deputy Clerk, and Park Coordinator work from 8:00 a.m. until 4:00 p.m. Monday through Friday with two 15-minute paid breaks.

At the discretion of the Town of Bristol, nonexempt employees may be authorized to take break periods during each shift. Such breaks may not interfere with the proper performance of the employee's work responsibilities and may be set by Supervisors or the Department Head.

Base wages are set by this salary ordinance for 2026, and any changes will require approval from the Town Council.

Employees of the Town of Bristol must meet the following guidelines in order to receive the base rates listed above per each department's guidelines.

PAY CONSIDERATIONS

Civilian Employees

All full-time civilian employees may be scheduled to work 40-hours per work week based upon 2,080 hours per calendar year. Five 8-hour days or four 10-hour days depending upon the department's established work schedule.

All seasonal and/or part-time civilian employees may be scheduled to work less than the normal 40-hour workweek, or eight-hour shifts. However, there is no set schedule for these employees.

The Town Manager, or the Clerk-Treasurer, will determine the pay rate for their direct report employees who are hired mid-year for a position listed in the chart above, with the approval from the Town Council.

Police Department Employees

Full-time Police Department employees may be scheduled to work 40 hours in a seven-day work period.

Full-time Police Department employees voluntarily participating in the Indiana Criminal Justice Institute Selective Enforcement program will be compensated at double time ~~one-and-one-half times~~ their hourly rate for all hours worked in the Selective Enforcement program, beyond their normal daily duties. In 2026, there will be approximately 10 hours per month for all Police Department employees collectively. The total hours worked will be paid from the Police Fund, based on an approved Elkhart County grant.

Overtime/Compensatory Time/Flextime

Overtime compensation will be paid to nonexempt employees at time and one-half of the employee's hourly pay rate for all hours worked over 40 in a standard workweek and in accordance with the Fair Labor Standards Act (FLSA). An employee's time off while using vacation, personal leave time, holidays, bereavement leave, jury or witness duty leave, or any other leave of absence will not be considered hours worked for purposes of performing overtime calculations. Overtime is generally discouraged and must be approved by an employee's Supervisor in advance, except in an unusual or emergency situation.

The Town of Bristol may allow compensatory time in lieu of overtime pay for nonexempt employees. Compensatory time is earned at the rate of one and one-half times the actual time worked. For example, a nonexempt employee who works one hour of overtime will receive one and one-half hours of compensatory time. Compensatory time may be accrued to a maximum of 40-hours and employees should use banked time as soon as possible after it has been earned. Upon termination of employment, the nonexempt employee is entitled to receive payment for earned and unused compensatory time at the regular hourly wage rate in effect at the date of termination, or the average of the past three-years, whichever is greater.

It may be possible for employees in certain situations, with the permission of their supervisor, to work an adjusted or flexible work schedule. The schedule must not cause a reduction in the ability of that employee's department to properly perform its duties and responsibilities. The establishment of a flexible schedule may not result in the need to hire other employees or the use of overtime to cover those "traditional" hours not worked by the employee working a flexible schedule. A flexible schedule may allow for nonexempt employees to work more than eight hours in a day but must not exceed 40-hours in a workweek.

"Call-In" Pay – Civilian and Police Department Employees

Nonexempt civilian employees who are called-in to work during nonworking hours will be paid a minimum of one-hour at their normal rate of pay for all hours worked and the hours worked will be used in the calculation of overtime for all hours worked over 40 in a workweek payable from the appropriate departmental budget.

Nonexempt civilian employees who are called-in to work during an approved scheduled vacation or personal leave time will be paid a minimum of one-hour at a rate of time and one-half their normal rate of pay for all hours worked. The hours worked will be paid from the appropriate departmental budget.

Nonexempt employees who are called-in to work during a holiday will be paid a minimum of one-hour at a rate of time and one-half their normal rate of pay for all hours worked in addition to their holiday pay, payable from the appropriate departmental budget.

Nonexempt employees in the Police Department who provide supervisorial consultation will be paid in blocks of 15-minutes which will be counted towards the 40-hours in a seven-day work period payable from the Police Department budget. Nonexempt employees in the Police Department who are "called-in" to work will be paid a minimum of one-hour. If they work beyond one hour, the amount of time will be rounded up in 15-minute increments and will be counted towards the 40-hours in a seven-day work period payable from the Police Department budget.

ADDITIONAL PAY CONSIDERATIONS

Training and Professional Development
On-the-job training (OTJ) prepares employees to perform the responsibilities required of his or her position. The Clerk-Treasurer and regular full-time and part-time employees may obtain training or education leave without loss of pay for the purpose of participating in training that will increase the knowledge and efficiency in their jobs. Employees may be paid straight-time pay for eight-hours per day while attending seminars, conferences, or training classes. Time spent in training and professional development will be considered hours worked. Employees may utilize flex-time or be compensated with overtime or compensatory time for any hours over 40 in a training workweek. Expenses involved in attending training shall be paid for in advance, if possible, from the applicable departmental budget.

Certifications
Full-time employees in the Water and Wastewater Departments will receive pay for certifications that are required for the duties of their jobs. The total amount paid will be considered hours worked for purposes of performing overtime calculations and will be paid from the Water and Wastewater budgets.

Clothing Allowances
Members of the Town of Bristol Police Department Reserve Officer program, to include: Chaplain Officers, Reserve Officers, and Probationary Reserve Officers will receive a clothing allowance two times in 2026: one distribution in June of 2026 and one distribution in December of 2026 in the amounts listed below. Probationary Reserve Officers are not eligible for the clothing allowance until they satisfactorily complete the Pre-Basic Academy training and the Field Training Officer (FTO) program.

- Chaplain Officer = Up to $400.00 per distribution
- Reserve Officer = Up to $500.00 per distribution
- Probationary Reserve Officer = Up to $500.00 per distribution after completion of required training. If required training is completed between distributions, the clothing allowance shall be prorated.

All clothing allowances will be taxed according to IRS rules and included on the employee's W-2.

Tenure Incentive Pay (TIP)
Tenure Incentive Pay (TIP) is available to regular full-time and part-time employees as a reward and recognition for their continued acceptable level of job performance after one year of service. Any full-time civilian employee is eligible for TIP under the civilian employee guidelines at a rate of $100.00 per year of employment, not to exceed $2,000.00. Any part-time employee is eligible for TIP under the civilian employee guidelines at a rate of $50.00 per year of employment, not to exceed

$1,000.00. TIP compensation will be paid on the first available pay date in December. Any eligible employee employed by the Town on that date shall receive the TIP. Any employee who terminates employment prior to this date will not be eligible for the TIP. The total amount paid will be considered hours worked for purposes of performing overtime calculations and will be paid from the budgetary funds as noted in the 2026 Base Pay Rate Schedule above.

Specialized Training Compensation
The Bristol Police Department will compensate full-time employees for specialized training. Each employee may receive pay for up to three (3) specialties, with each specialty compensated at $500.00 annually. All compensated specialties must be approved by the Marshal. Recognized specialties may include, but are not limited to, Breath Test Operator, Instructor Generalist, Firearms Instructor, Emergency Vehicle Operations Instructor, Defensive Tactics Instructor, Psychomotor Skills Instructor, Field Training Officer, First Line Supervisor, Phlebotomist, Child First Interviewer, and any other training as approved by the Marshal.

Emergency Closings
Non-critical service employees are expected to report for their regular work unless the County Emergency Management issues a media broadcast statement requiring that citizens are to remain off Town streets, or their Department Head contacts them prior to the start of the workday with alternate instructions. When the decision to close is made prior to the workday, or when the decision to close is made after the workday has begun, time off from scheduled work will be paid.

Critical service employees are expected to report for their regular shift assignment during emergency closings unless their Department Head has contacted the employees personally with alternate instructions. In these circumstances, employees who work will receive regular pay. A critical service employee may request to use vacation or personal leave time. However, the request may be denied with no recourse available to the employee except to report to work for his or her regular full-time employees who do not report to work on a day in which the workplace is open may use available vacation, personal leave time, or compensatory time, or the time will be unpaid. The Department Head may allow the employee to make up time missed, provided that the time is documented. Regular part-time employees who cannot report to work due to weather or a civil emergency will receive no pay for the day.

Refer to the Town of Bristol Employee Handbook for additional information regarding emergency closings.

BENEFITS SCHEDULE

Health Insurance
Medical, dental, and vision benefits are offered to the Clerk-Treasurer and eligible employees on the first day of employment. Eligible employees include:

- Regular full-time employees

The Town of Bristol contributes 90% of the medical insurance premium from the General, Water, and Sewer Fund on behalf of the employee and their dependents and the employee is required to contribute 10% of the medical insurance tiered-based premium through payroll deduction, as follows:

TOWN OF BRISTOL, INDIANA

Salary Ordinance No. 10-15-2026-27

2026 United Health Care (UHC) Plans	AIM Option 1 PPO -Total Costs	AIM Option 1 Monthly Employer 90% Costs	AIM Option 1 Monthly Employee 10% Costs	AIM Option 2 HSA -Total Costs	AIM Option 2 Monthly Employer 90% Costs	AIM Option 2 Monthly Employee 10% Costs
Employee Only	$1,029.14	$926.23	$102.91	$849.21	$764.29	$84.92
Employee Plus Spouse	$2,058.29	$1,852.46	$205.83	$1,698.42	$1,528.58	$169.84
Employee Plus Children	$1955.37	$1,759.83	$195.54	$1,613.50	$1,452.15	$161.35
Family	$2,984.52	$2,686.07	$298.45	$2,462.70	$2,216.43	$246.27

For the plan year 2026, the Town will make a one-time contribution to employees' HSA accounts as follows:

HSA Account	Town Contributions
Employee Only	$1,000.00
Employee plus Child	$1,500.00
Employee plus Spouse	$1,500.00
Family	$2,000.00

The Town of Bristol contributes 100% for both the dental and vision insurance premiums from the General, Water, and Sewer Fund on behalf of eligible employees and their dependents, as follows:

Delta Dental	Monthly Employer Contribution
Employee Only	$28.16
Employee plus One	$56.35
Employee plus Children	$76.10
Employee plus Family	$114.36

VSP Vision Care	Monthly Employer Contribution
Employee Only	$6.15
Employee plus One	$12.33
Employee plus Children	$13.16
Employee plus Family	$21.05

The renewal dates for the medical, dental, and vision insurance plans are on January 1, 2026. There may or may not be an increase in the premium totals after this date.

Refer to each Summary of Benefits and Coverage (SBC) document for additional information on medical, dental, and vision benefits offered by the Town of Bristol.

Life and AD&D Insurance
The Town of Bristol offers all eligible employees upon their date of hire participation in One America Life and AD&D insurance benefits. Eligible employees include:

- Regular full-time employees

Eligible employees will be provided with a policy equal to a $50,000 benefit. The Town of Bristol pays 100% of the premium, totaling $6.00 per employee per month. The renewal date for life and AD&D insurance is on January 1, 2026, and there may or may not be an increase in the premium totals after this date. Refer to the Plan Document for additional information on the life and AD&D insurance plan.

Short-Term Disability Insurance
The Town of Bristol provides a short-term disability insurance plan through One America at no cost to the employees. Eligible employees include:

- Regular full-time

The Town of Bristol pays 100% of the employees' salary-based premiums per month from the General, Water, and Sewer Fund, in the following amounts:

- Employee $12.14
- Employee $16.22
- Employee $17.89
- Employee $19.05
- Employee $20.11 (×2)
- Employee $20.24 (×3)
- Employee $21.40
- Employee $21.63
- Employee $21.88
- Employee $22.21
- Employee $22.39
- Employee $25.02
- Employee $25.30 (×6)
- Employee $31.42

The renewal date for short-term disability insurance is on January 1, 2026, and there may or may not be an increase in the premium totals after this date.

Employees may be eligible for short-term disability insurance on the first day of the month following 30-days of employment. Employer Paid Short Term - Elimination Period (Accident) – 0 days & Elimination Period (Sickness) – 7 days. Eligible employees may participate in the short-term disability insurance plan for one event each year. Benefits begin on the seventh day after the onset of a qualifying disability and may continue for up to 26-weeks at a rate of 60 percent of the eligible employee's pre-disability wages. The benefit may be reduced by other income benefits, disability earnings, and the employee's costs related to insurance benefits. All wages for short-term disability will be paid from the employee's budget lines as stated in the 2026 Base Pay Rate Schedule.

Refer to the Town of Bristol Employee Handbook for additional information on short-term disability insurance offered by the Town of Bristol.

Voluntary Benefits
The Town of Bristol offers eligible regular full-time employees upon their date of hire to elect to participate in voluntary benefits from Vimly Benefit Solutions, through the AIM Medical Trust benefits, to include:

- Life Insurance
- Accidental Death and Dismemberment (AD&D) Insurance

The employee is responsible for paying the full biweekly premium and premiums are dependent upon which benefit is elected. The Town of Bristol does not contribute to the premium of any of the benefits as elected. Refer to the Plan Document for additional information on voluntary benefits.

NationWide Retirement Plans – Civilian Employees and Police Department Sworn Officers

Civilian Employees
NationWide 457 and 401(a) plans offer eligible employees of the Town of Bristol a voluntary way to Save for their retirement through tax-deferred contributions to their own individual accounts. Eligible employees include:

- Regular full-time employees
- Regular part-time employees

Eligible employees may participate in the 457(b)-retirement savings plan or a Roth IRA plan from their first day of employment.

Upon hire and during an employee's first anniversary year, the Town of Bristol will give a $1,500.00 match to the full-time employee and $750.00 to the part-time employee if they contribute to the 457(b)-retirement savings plan or a Roth IRA from the General Fund. This match will be deposited into the employee's 401(a) account, divided into 26 or 27 bi-weekly amounts, given the particular year.

After an employee's first anniversary, the Town will contribute $2,000.00 to the full-time employee's 401(a) account and $1,000.00 to the part-time employee's account, divided into equal bi-weekly portions for the remainder of the calendar year from the General Fund. Each subsequent calendar year, the Town will contribute $2,000 to the full-time employee's 401(a) account and $1,000 to the part-time employee's account, divided into 26 or 27 bi-weekly amounts, given the particular year.

Police Department – Sworn Officers
Upon hire and during an employee's first anniversary year, the Town of Bristol will give a $1,500.00 match to the full-time employee and $750.00 to the part-time employee if they contribute to the 457(b)-retirement savings plan or a Roth IRA from the General Fund. This match will be deposited into the employee's 401(a) account, divided into 26 or 27 bi-weekly amounts, given the particular year.

After an employee's first anniversary, the Town will contribute $3,000.00 to the full-time employee's 401(a) account and $2,000.00 to the part-time employee's account, divided into equal bi-weekly portions for the remainder of the calendar year from the General Fund. Each subsequent calendar year, the Town will contribute $3,000 to the full-time employee's 401(a) account and $2,000 to the part-time employee's account, divided into 26 or 27 bi-weekly amounts, given the particular year.

The Clerk-Treasurer has been appointed as the administrator of the Plan and is authorized to make deductions from the pay of employees who voluntarily participate, and to make such other

arrangements as are necessary to implement the plan. The Town of Bristol bears the incidental expense of collecting the employees' deferrals and other minor administrative expenses.

Refer to the Summary Plan Description (SPD) document for additional information on retirement savings benefits offered by the Town of Bristol.

Vacation Benefits

Vacation benefits with pay are available to eligible employees to provide opportunities for rest, relaxation, and personal pursuits. Elected officials are exempt from vacation benefits. Employees in the following employment classification(s) are eligible to earn and use vacation benefits as described in this policy:

- Regular full-time employees
- Regular part-time employees who work 30 or more hours per week

The amount of vacation benefits that employees receive each year increases with the length of their employment as shown in the following schedule:

Years of Continuous Service	Number of Vacation Hours Earned by Full-Time Employees	Number of Vacation Hours Earned by Part-Time Employees
Upon hire or transfer into an eligible employment classification	One-day (eight-hours) for every two-months (five-days or 40-hour maximum)	One-half day (four-hours) for every two-months (2.5 days or 20-hour maximum)
On January 1st after an employee's first anniversary	Five-days (40-hours)	Two and one-half days (20-hours)
On the second January 1st through the fourth January 1st	Ten-days (80-hours)	Five-days (40-hours)
On January 1st of years five through nine	15-days (120-hours)	Seven and one-half days (60-hours)
On January 1st in year ten and thereafter	20-days (160-hours)	Ten-days (80-hours)

Nonexempt employees may use vacation benefits in minimum increments of 15-minutes. Exempt employees may use vacation benefits in minimum increments of four-hours. Vacation benefits are credited for all years of continuous service for eligible employees who are on an active pay status. Vacation benefits are not earned while an employee is in a non-paid status, e.g., leave under the Family and Medical Leave Act (FMLA).

In the event that available vacation is not used by the end of the calendar year, the unused time will be forfeited. In certain situations, the Town Council may approve an extension of up to 40- hours of vacation benefits to be carried over into the next year to be used within the first 30-days of that year. Newly hired employees may carry over up to 40-hours of vacation benefits into the next year, but it must be used within the first 30-days of that year.

Upon voluntary termination of employment, employees will be paid for unused vacation benefits that have been earned through the last day of work. Upon involuntary termination of employment, employees will not be paid for unused vacation benefits that have been earned through the last day of work.

Vacation benefits are paid at the employee's base pay rate at the time of the day off times the number of hours the employee would normally have worked on that day. Vacation benefits are not considered hours worked for purposes of performing overtime calculations.

Refer to the Town of Bristol Employee Handbook for additional information on vacation benefits.

Personal Leave Time (PLT) Benefits

The Town of Bristol provides personal leave time (PLT) to all eligible employees for periods of temporary absence due to illnesses, injuries, or to take care of personal matters. Eligible employee classification(s):

- Regular full-time employees
- Regular part-time employees who work 30 or more hours per week

Newly hired eligible full-time employees will receive PLT at the rate of one working day (eight- hours) for every four months of employment (January 1, May 1, and September 1). Newly hired eligible part-time employees will receive PLT at the rate of four hours for every four months of employment. All other employees will receive five (5) PLT days on January 1st of each year. Employees will not receive PLT if they are on unpaid leave, or on a disability leave.

PLT may be used in one-half day increments. In the event that available PLT is not used by the end of the calendar year, it may be carried over to be used by the end of the following calendar year, or it will be paid out. Upon termination of employment, employees will not be paid for unused PLT that has been earned through the last day of work.

PLT is paid at the employee's base pay rate at the time of the day off times the number of hours the employee would normally have worked on that day. PLT is not considered hours worked for purposes of performing overtime calculations.

In the event that available PLT is not used by the end of the calendar year, full-time employees may carry over four-days and part-time employees may carry over one-half that amount to be used by the end of the following calendar year. Upon termination of employment, employees will not be paid for unused PLT that has been earned through their last day of work.

Refer to the Town of Bristol Employee Handbook for additional information on personal leave time (PLT) benefits.

Holidays

The Town of Bristol may grant paid holidays to all eligible employees. Eligible employee classification(s) include:

- Regular full-time employees
- Regular part-time employees who work 30 or more hours per week

Paid holidays in 2026 include the following:

Holiday	Date
New Year's Day	01/01/2026
Martin Luther King Jr. Day	01/19/2026
Presidents Day	02/16/2026
Memorial Day	05/25/2026
Independence Day	07/04/2026
Labor Day	09/07/2026
Columbus Day	10/12/2026
Veterans Day	11/11/2026
Thanksgiving Day	11/26/2026
Day after Thanksgiving	11/27/2026

Christmas Eve Day	12/24/2026
Christmas Day	12/25/2026
New Year's Eve Day	12/31/2026

Newly hired employees are eligible to receive holiday pay as soon as their employment begins.

The holiday schedule is determined by the Town Council. However, the holiday schedule may be amended by a Department Head, with written notice distributed to all departments within the municipality. If the holiday falls on a Sunday, it will be observed on the following Monday. If a holiday falls on a Saturday, it will be observed on the preceding Friday.

If a recognized holiday falls during an eligible employee's approved paid absence such as vacation or personal leave time, holiday pay will be provided instead of the paid time off benefit that would otherwise have applied. If an employee is absent without authorization on the workday preceding or following a holiday will not receive holiday pay. An employee scheduled to return from an unpaid leave on the day after a holiday, or whose leave without pay is approved through the end of the last business day preceding a holiday will not be paid for the holiday.

All eligible civilian full-time nonexempt employees will receive the day off of work on the holiday and holiday pay for that day off of work. Eligible civilian full-time employees who work on a recognized holiday will receive holiday pay plus wages at a rate of time and one-half for all hours worked on the holiday.

All eligible full-time nonexempt sworn-in Police Officers, whether or not they work on the holiday, will receive holiday pay for eight-hours at a rate of time and one-quarter their regular rate of pay. If eligible Police Officers work on the holiday, they will receive the holiday pay plus wages at their regular rate of pay for all hours worked on the holiday. Overtime compensation for Police Officers will be paid in accordance with federal and state wage and hour laws.

Paid time off for holidays is paid at the employee's base pay rate at the time of the day off. A holiday is considered an eight-hour day for civilian full-time employees and a four-hour day for civilian part-time employees. Paid time off for holidays is not considered hours worked for purposes of performing overtime calculations.

Refer to the Town of Bristol Employee Handbook for additional information on holidays.

Bereavement Leave
Employees who wish to take time off due to the death of an immediate family member should notify their supervisor immediately. Employees in the following categories are eligible for bereavement leave:

- Regular full-time employees
- Regular part-time employees who work 30 or more hours per week

Up to five consecutive days of paid bereavement leave may be provided to eligible employees in the event of the death of a spouse, child, parent or parent-in-law, sibling, grandparent or another resident of the employee's household. In the event of the death of a family member not listed above, an employee may use vacation or personal leave time to cover the absence. In extenuating circumstances, a Department Head may approve an extended bereavement leave.

Bereavement leave is paid at the employee's base pay rate at the time of the day off. One day of bereavement leave is considered an eight-hour day for full-time employees and a four-hour day for part-time employees. Paid time off for bereavement leave is not considered hours worked for purposes of performing overtime calculations.

Refer to the Town of Bristol Employee Handbook for additional information on bereavement leave.

Jury Duty
Employees may request up to one-week of paid jury duty leave each time they receive a jury duty summons. Employee classifications that qualify for paid jury duty leave are:

- Regular full-time employees
- Regular part-time employees
- Temporary/seasonal employees

Jury duty pay will be calculated on the employee's base pay rate times the number of hours the employee would otherwise have worked on the day of absence. The employee shall turn in any compensation received for the jury duty, or employees may request vacation, or personal leave time and retain any compensation earned for jury duty.

Jury duty is paid at the employee's base pay rate at the time of the day off times the number of hours the employee would normally have worked on that day and is not considered hours worked for purposes of performing overtime calculations.

Refer to the Town of Bristol Employee Handbook for additional information on jury duty.

Witness Duty
If a civilian employee has been subpoenaed or otherwise requested to testify as witnesses by the Town of Bristol, they will receive paid time for the entire period of witness duty. Any employee who is called to testify in court by the Town of Bristol will be paid his or her normal rate of pay for the time expended. Police officers who have been subpoenaed will receive paid time for the entire period of witness duty plus one hour of preparation time.

Employees will be granted time off to appear as a witness when requested by a party in a court of law when subpoenaed to do so other than by the Town of Bristol. Employees may utilize any available vacation, personal leave time, or compensatory time to receive compensation for the period of the absence, however, are not required to do so.

Refer to the Town of Bristol Employee Handbook for additional information on witness duty.

Time Off to Vote
Generally, employees can find time to vote either before or after their regular work schedule. If nonexempt employees are unable to vote in an election during their nonworking hours, the Town of Bristol may grant unpaid time off to vote.

Refer to the Town of Bristol Employee Handbook for additional information on time off to vote.

Military Leave
A military leave of absence will be granted to employees who are absent from work because of service in the U.S. Uniformed Services in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA). Advance notice of military service is required, unless military necessity prevents such notice, or it is otherwise impossible or unreasonable. Employees will continue to receive full pay while on leave for 15-day training assignments and shorter absences. The portion of any military leaves of absence in excess of 15-days will be unpaid. However, employees may use any available vacation, or personal leave time for the absence.

Continuation of health insurance benefits is available as required by USERRA based on the length of the leave and subject to the terms, conditions, and limitations of the applicable plans for which the employee is otherwise eligible.

Benefit accruals, such as vacation, personal leave time, or holidays, etc., will be suspended during the leave after the first 30-days and will resume upon the employee's return to active employment.

Refer to the Town of Bristol Employee Handbook for additional information on military leave.

Business Travel Expense Policy

The Town of Bristol may reimburse employees for reasonable business travel expenses incurred while on assignments away from the normal work location. All business travel must be approved in advance by the Town Marshal, the Clerk-Treasurer, or the Town Manager. Civilian employees whose travel plans have been approved are responsible for making their own travel arrangements. Arrangements for police officers will be made by the Police Department.

When approved, the actual costs of travel, meals, lodging, and other expenses directly related to accomplishing business travel objectives may be reimbursed by the Town of Bristol. Employees are expected to limit expenses to reasonable amounts. Expenses that generally will be reimbursed include the following:

- Airfare or train fare for travel in coach or economy class or the lowest available fare.
- Car rental fees, only for compact or mid-sized cars.
- Fares for shuttle or airport bus service, where available; costs of public transportation for other ground travel.
- Taxi, Uber, or Lyft fares, only when there is no less expensive alternative.
- Mileage costs for use of personal vehicles, only when less expensive transportation is not available, and payable at the current IRS rate cents per mile, provided the employee demonstrates proof that he or she carries motor vehicle liability insurance as required by law. No mileage reimbursement will be made for travel between an employee’s home and their workplace.
- Parking costs and highway-related tolls when an employee is entitled to claim reimbursement for mileage (see above).
- Cost of standard accommodations in low to mid-priced hotels, or similar lodgings, to include
- room costs, associated local taxes, and necessary business-related charges.
- Reimbursement for meals at a rate of $45.00 per diem per day.
- The Town of Bristol will not reimburse employees for the purchase of alcoholic beverages under any circumstance.
- Tips not exceeding 15% of the total cost of a meal or 10% of a ground transportation fare.
- Charges for telephone calls, fax, and similar services required for business purposes.

Personal expenses incurred in traveling are not reimbursable, including but not limited to room service, personal telephone calls, laundry, entertainment, in-room movies, and alcoholic beverages. Per diem rates paid in advance or by reimbursement on a claim form must document the name of the employee, the date(s) for reimbursement, and additional details, as required.

When travel is completed, employees should submit completed travel expense reports to include itemized receipts or other proper documentation, approved by his or her Department Head of the actual expenses incurred to the Clerk-Treasurer. Employees should contact their Department Head for guidance and assistance on procedures related to travel arrangements, expense reports, reimbursement for specific expenses, or any other business travel issues. The Town Council in its absolute and sole discretion, shall make the final determination as to whether any such claim(s) will be paid.

Refer to the Town of Bristol Employee Handbook for additional information on business and travel expenses.

TOWN OF BRISTOL, INDIANA

Salary Ordinance No. 10-15-2026-27

PASSED by the Town Council of the Town of Bristol, Elkhart County, Indiana, this ___ day of September 2026.

YAY		**NAY**
_____	Jeff Beachy, Pres.	_____
_____	Cathy Burke	_____
_____	Gregg Tuholski	_____
_____	Doug DeSmith	_____
_____	Anthony Davidson	_____

ATTEST: _____
Cathy Antonelli, Clerk-Treasurer, Town of Bristol, Indiana

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given to the taxpayers of the Town of Bristol, Elkhart County, Indiana, that the proper legal officers will consider the following additional appropriations in-excess of the budget for the current year at their regular meeting place at the Bristol Municipal Complex, 303 E Vistula, at 7:00 p.m., on Thursday, October 15, 2026 – Ordinance No. 10-15-2026-25.

Increase:

FUND #	Appropriation #	Amount	Reason
2570 TIF 130 S	2570-001-4412.2	$150,000	Elk/St Joe water main & st bldg
2580 TIF 148 East	2580-001-4400	$ 50,000	Elk/St Joe water main & st bldg
2565 TIF 171 GGT	2565-001-4412	$ 87,000	Elk/St Joe water main & st bldg
2585 TIF 178 Seahawk	2585-001-4400	$ 50,000	Street building & Hitch Holdings RW
2586 TIF 182 Rail Park	2586-001-4412.2	$207,400	Street building & Hitch Holdings RW
2587 TIF 180 Valmont	2587-001-4412	$ 14,000	Closing costs on Bristol Foam RW purchase
2500 MS-4 Stormwater	2500-001-4441	$ 12,000	MS-4 Maintenance Projects

Total: $570,400

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriations within fifteen (15) days of receipt of a Certified Copy of the action taken.

Dated: October 1, 2026
Cathy Antonelli, Clerk-Treasurer

Ordinance No. 10.15.2026-24

Additional Appropriation Ordinance

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the 2026 annual budget,

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Bristol, Indiana that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purpose specified, subject to laws governing the same:

PASSED AND ADOPTED by the Town Council of the Town of Bristol, Indiana, on this 15th day of October, 2026.

Increase:

FUND #	Appropriation #	Amount	Reason
2570 TIF 130 S	2570-001-4412.2	$150,000	Elk/St Joe water main & st bldg
2580 TIF 148 East	2580-001-4400	$ 50,000	Elk/St Joe water main & st bldg
2565 TIF 171 GGT	2565-001-4412	$ 87,000	Elk/St Joe water main & st bldg
2585 TIF 178 Seahawk	2585-001-4400	$ 50,000	Street building & Hitch Holdings RW
2586 TIF 182 Rail Park	2586-001-4412.2	$207,400	Street building & Hitch Holdings RW
2587 TIF 180 Valmont	2587-001-4412	$ 14,000	Closing costs on Bristol Foam RW purchase
2500 MS-4 Stormwater	2500-001-4441	$ 12,000	MS-4 Maintenance Projects

Total: $570,400

BRISTOL TOWN COUNCIL - TOWN OF BRISTOL, INDIANA

By _____
Jeff Beachy, President

By _____
Doug DeSmith

By _____
Cathy Burke

By _____
Anthony Davidson

By _____
Gregg Tuholski

ATTEST: _____
Cathy Antonelli, Clerk-Treasurer

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
Approved by the State Board of Accounts, 2015
Prescribed by the Department of Local Government Finance

Generated 10/15/2026 06:26:28 PM

Ordinance / Resolution Number: 10-15-2026-26

Be it ordained/resolved by the **BRISTOL CIVIL TOWN** that for the expenses of **BRISTOL CIVIL TOWN , Elkhart County** for the year ending December 31, **2027** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **BRISTOL CIVIL TOWN , Elkhart County**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **BRISTOL CIVIL TOWN**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Bristol Town Council	Town Council	10/15/2026

Estimated Maximum Property Tax Levy

The data below represents the current estimate of the maximum amount of property taxes that can be raised for funds that are subject to a maximum property tax levy.

Property Tax Max Levy Type	Estimated Maximum Property Tax Levy	Total Property Tax Levies	Status
Civil	$3,190,348	$3,260,800	Over Max By: $70,452

Funds

Property Tax Max Levy Type	Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
Not Eligible	0061	RAINY DAY	$0	$0	$0.0000
Civil	0101	GENERAL	$2,986,173	$2,597,000	$0.8881
Debt	0180	DEBT SERVICE	$362,457	$431,000	$0.1474
Not Eligible	0254	LOCAL INCOME TAX	$330,181	$0	$0.0000
Not Eligible	0706	LOCAL ROAD & STREET	$43,000	$0	$0.0000
Civil	0708	MOTOR VEHICLE HIGHWAY	$321,640	$291,400	$0.0996
Not Eligible	1151	CONTINUING EDUCATION	$15,000	$0	$0.0000
Civil	1191	CUMULATIVE FIRE SPECIAL	$20,000	$95,500	$0.0327
Civil	1301	PARK & RECREATION	$92,970	$91,900	$0.0314

Not Eligible	1310	PARK NONREVERTING - CAPITAL	$0	$0	$0.0000
Civil	2120	CEMETERY	$19,975	$0	$0.0000
Not Eligible	2379	CUMULATIVE CAPITAL IMP (CIG TAX)	$40,000	$0	$0.0000
Civil	2391	CUMULATIVE CAPITAL DEVELOPMENT	$159,000	$185,000	$0.0633
Not Eligible	2411	ECONOMIC DEV INCOME TAX CEDIT	$100,000	$0	$0.0000
			$4,490,396	**$3,691,800**	**1.2625**

Home-Rule Funds (Not Reviewed by DLGF)

Fund Code	Fund Name	Adopted Budget
9501	SOUTH STREET RD 15 TIF #130	$1,960,796
9502	MS-4 STORMWATER	$122,300
9503	POLICE NON-REVERTING	$20,000
9505	TIF EAST #148	$615,000
9506	TIF GGT	$260,000
9507	TIF #178 Seahawk Allocation Area	$865,000
9508	TIF #182 Railpark	$115,000
9509	TIF #180 Valmont / Thor	$15,000
9510	Opioid Restricted	$0
9511	Redevelopment Giveback fund	$53,000
9512	Opioid Unrestricted	$0
		$4,026,096

Name		Signature
Jeff Beachy	Aye ☐ Nay ☐ Abstain ☐	
Cathy Burke	Aye ☐ Nay ☐ Abstain ☐	
Gregg Tuholski	Aye ☐ Nay ☐ Abstain ☐	
Doug DeSmith	Aye ☐ Nay ☐ Abstain ☐	
Anthony Davidson	Aye ☐ Nay ☐ Abstain ☐	

ATTEST		
Name	**Title**	**Signature**
Cathy Antonelli	Clerk-Treasurer	

In accordance with IC 6-1.1-17-16(k), we state our intent to isssue debt after December 1 and before January 1 Yes ☐ No ☐

In accordance with IC 6-1.1-17-16(k), we state our intent to file a shortfall appeal after December 1 and before December 31 Yes ☐ No ☐

Prescribed by the Department of Local Government Finance
Approved by the State Board of Accounts

Budget Form No. 3
Print
9/18/2026 8:52:15 AM

NOTICE TO TAXPAYERS

The **Notice to Taxpayers is available online at** www.budgetnotices.in.gov or by calling (888) 739-9826.

Complete details of budget estimates by fund and/or department may be seen by visiting the office of this unit of government at **303 E Vistula St., Bristol, IN 46507.**

Notice is hereby given to taxpayers of **BRISTOL CIVIL TOWN, ELKHART COUNTY**, Indiana that the proper officers of **BRISTOL CIVIL TOWN** will conduct a public hearing on the year **2027** budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of **BRISTOL CIVIL TOWN** not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, **BRISTOL CIVIL TOWN** shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of **BRISTOL CIVIL TOWN** will meet to adopt the following budget:

Public Hearing Date	Thursday, October 01, 2026
Public Hearing Time	7:00 PM
Public Hearing Location	303 E Vistula St., Bristol, IN 46507

Adoption Meeting Date	Thursday, October 15, 2026
Adoption Meeting Time	7:00 PM
Adoption Meeting Location	303 E Vistula St., Bristol, IN 46507

Estimated Civil Max Levy	$3,177,366
Property Tax Cap Credit Estimate	$113,320

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy	6 Levy Percentage Difference Column 3 /Column 5
0061 - RAINY DAY	$0	$0	$0	$0	
0101 - GENERAL	$2,986,173	$2,597,000	$0	$2,444,724	6.23%
0180 - DEBT SERVICE	$362,457	$431,000	$0	$363,303	18.63%
0254 - LOCAL INCOME TAX	$330,181	$0	$0	$0	

0706 - LOCAL ROAD & STREET	$43,000	$0	$0	$0	
0708 - MOTOR VEHICLE HIGHWAY	$321,640	$291,400	$0	$274,885	6.01%
1151 - CONTINUING EDUCATION	$15,000	$0	$0	$0	
1191 - CUMULATIVE FIRE SPECIAL	$20,000	$95,500	$0	$91,514	4.36%
1301 - PARK & RECREATION	$92,970	$91,900	$0	$86,697	6.00%
1310 - PARK NONREVERTING -	$0	$0	$0	$0	
2120 - CEMETERY	$19,975	$0	$0	$0	
2379 - CUMULATIVE CAPITAL IMP (CIG TAX)	$40,000	$0	$0	$0	
2391 - CUMULATIVE CAPITAL DEVELOPMENT	$159,000	$185,000	$0	$172,018	7.55%
2411 - ECONOMIC DEV INCOME TAX CEDIT	$100,000	$0	$0	$0	
9501 - SOUTH STREET RD 15 TIF #130	$1,960,796	$0	$0	$0	
9502 - MS-4 STORMWATER	$122,300	$0	$0	$0	
9503 - POLICE NON-REVERTING	$20,000	$0	$0	$0	
9505 - TIF EAST #148	$615,000	$0	$0	$0	
9506 - TIF GGT	$260,000	$0	$0	$0	
9507 - TIF #178 Seahawk Allocation Area	$865,000	$0	$0	$0	
9508 - TIF #182 Railpark	$115,000	$0	$0	$0	
9509 - TIF #180 Valmont / Thor	$15,000	$0	$0	$0	
9510 - Opioid Restricted	$0	$0	$0	$0	

9511 - Redevelopment Giveback fund	$53,000	$0	$0	$0	
9512 - Opioid Unrestricted	$0	$0	$0	$0	
Totals	$8,516,492	$3,691,800	$0	$3,433,141	

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

September 2026

Police Department

Calls for Service	647
Case Reports Taken	67
In Custody Arrests	12
Traffic Stops	
⌡ Citations	103
⌡ Warnings	93
Accidents	15
Impounded Vehicles	14
Miles Driven	16,412
Overtime Hours	43

Code Enforcement

Animals	
High Grass	24
Signs & Devices	23
Illegal Parking	6
Nuisance Issues	3
Abandoned Junk and Vehicles	7
Trees and Bushes	4
Weeds and Rank Vegetation	1
Other	13
Citizen's Complaints	6
Code Enforcement Officer	65

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

Reports Taken: 67

Warrant Service	6
Assault	3
Other (Specify)	10
Poss of Marijuana,Poss of Paraphernalia	6
Assault,Disorderly Conduct,Domestic Dispute	1
Criminal Trespass	4
Poss of Marijuana	5
Theft	2
DWLS	1
Accident	2
ARIES Accident Report	10
Accident,ARIES Accident Report	2
Assist Other Agency,DWI,Other (Specify)	1
DWI,Poss of Marijuana,Poss of Paraphernalia	1
Poss of Dangerous Drugs,Poss of Marijuana,Poss of Paraphernalia	1
Accident FSGI	1
Impound,Obstructing,Other (Specify),Poss of Marijuana,Warrant Service	1
Poss of Controlled Substance	1
Recovery Stolen Property	1
Impound	2
DWLS,Poss of Marijuana,Poss of Paraphernalia	1
Assist Other Agency	1
Poss of Marijuana,Unlawfully Carrying Weapon	1
Impound,Other (Specify)	1
Domestic Dispute,Family Violence	1
Burglary / Building	1

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

Calls for Service: 647

WANTED SUBJECT	2
AREA CHECK	88
WANT CHECK	1
TRAFFIC STOP	280
IMPROPERLY PARKED VEHICLE	31
MOTORIST ASSIST	8
THREATS/HARRASSMENT	8
CIVIL PROBLEMS	7
SPECIAL ASSIGNMENT	5
INVESTIGATION	6
DOMESTIC FIGHT	11
SEE COMPLAINTANT	16
ALARM	22
SUSPICIOUS VEHICLE	15
WELFARE CHECK	13
SUSPICIOUS PERSON	15
INJURED ANIMAL	1
VEHICLE ACCIDENT - UNKNOWN INJURIES	4
AMUBLANCE CALL	8
VIN CHECK	11
VEHICLE ACCIDENT - PD	14
NOTIFICATION	1
H/R ACCIDENT - PD	3
FIGHT	1
HOTRODDERS	2
ROAD PROBLEMS	1
TRESPASSING	6
THEFT	4
SUPPLEMENT	3
FIRE	1
BURGLARY	2
WIRES DOWN	2
VEHICLE ACCIDENT - PI	3
UNSECURED DOOR	1
DEBRIS IN ROAD	1
TRANSPORTATION	1
ABANDONED VEHICLE ON ROADWAY	1
SHOPLIFTING	1
AUTO THEFT IN PROGRESS	1
EXTRA PATROL	2
LEAKY LOAD	1
PUBLIC INTOXICATION	3
NEED ASSITANCE	3
CRIMINAL RECKLESSNESS	1

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

INTOXICATED DRIVER	1
ATTEMPTED SUICIDE	2
LOOSE DOG	5
ANIMAL CRUELTY	2
LIMBS DOWN	1
ABANDONED VEHICLE OFF ROADWAY	1
STANDBY	4
ITEM LOST	1
LOUD MUSIC	4
BURGLARY IN PROGRESS	3
FRAUDULENT ACTIVITY	2
HOUSE/BUILDING CHECK	1
RECKLESS DRIVING	2
JUVENILE PROBLEM	1
TRASH DUMPING	1
ESCORT	2
DUMPSTER FIRE	1
TRAFFIC CONTROL	1
BATTERY	1

Respectfully,

Stephen M. Priem, Marshal

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

September 2026

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Accident FSGI	1
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Poss of Controlled Substance	1
Recovery Stolen Property	1
Impound	2
DWLS,Poss of Marijuana,Poss of Paraphernalia	1
Assist Other Agency	1
Poss of Marijuana,Unlawfully Carrying Weapon	1
Impound,Other (Specify)	1
Domestic Dispute,Family Violence	1
Burglary / Building	1

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

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WELFARE CHECK	13
SUSPICIOUS PERSON	15
INJURED ANIMAL	1
VEHICLE ACCIDENT - UNKNOWN INJURIES	4
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VIN CHECK	11
VEHICLE ACCIDENT - PD	14
NOTIFICATION	1
H/R ACCIDENT - PD	3
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HOTRODDERS	2
ROAD PROBLEMS	1
TRESPASSING	6
THEFT	4
SUPPLEMENT	3
FIRE	1
BURGLARY	2
WIRES DOWN	2
VEHICLE ACCIDENT - PI	3
UNSECURED DOOR	1
DEBRIS IN ROAD	1
TRANSPORTATION	1
ABANDONED VEHICLE ON ROADWAY	1
SHOPLIFTING	1
AUTO THEFT IN PROGRESS	1
EXTRA PATROL	2
LEAKY LOAD	1
PUBLIC INTOXICATION	3
NEED ASSITANCE	3
CRIMINAL RECKLESSNESS	1

BRISTOL POLICE DEPARTMENT MONTHLY REPORT

INTOXICATED DRIVER	1
ATTEMPTED SUICIDE	2
LOOSE DOG	5
ANIMAL CRUELTY	2
LIMBS DOWN	1
ABANDONED VEHICLE OFF ROADWAY	1
STANDBY	4
ITEM LOST	1
LOUD MUSIC	4
BURGLARY IN PROGRESS	3
FRAUDULENT ACTIVITY	2
HOUSE/BUILDING CHECK	1
RECKLESS DRIVING	2
JUVENILE PROBLEM	1
TRASH DUMPING	1
ESCORT	2
DUMPSTER FIRE	1
TRAFFIC CONTROL	1
BATTERY	1

Respectfully,

Stephen M. Priem, Marshal


BRISTOL
AUTOMOTIVE PARTS, INC.