

KIM FOSTER, CITY MANAGER
JAMES SMITH, ATTORNEY



KATHY RAY, MAYOR
VICKEY ROBERTS, VICE MAYOR
JOHN ETHERIDGE, COMMISSIONER
JACKIE JONES, COMMISSIONER
SAM THARPE, COMMISSIONER

**CITY OF PARIS, TENNESSEE
BOARD OF COMMISSIONERS REGULAR MEETING AGENDA**

**CITY HALL COURTROOM
August 3, 2023
5:00 P.M.**

Public Hearing

- 1.) Ordinance to Levy a Privilege Tax upon the Occupancy in any Hotel or Motel (Second Reading)

Regular Meeting

Call to Order: Kathy Ray, Mayor

Roll Call: Traci Shannon, Finance Director

Pledge of Allegiance and Prayer

Approval of the Minutes of Previous Meetings: July 6, 2023 – Regular Meeting

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: Introduction of Downtown Police Officer, Sgt. Amanda Forrest

OLD BUSINESS

- 1.) Ordinance to Amend Title 1 Chapter 2 Regarding the Order of Business for Regular Board of Commissioners Meetings (Second Reading):** Kim Foster, City Manager
- 2.) Ordinance to Levy a Privilege Tax upon the Occupancy in any Hotel or Motel (Second Reading):** Kim Foster, City Manager

NEW BUSINESS

- 1.) Financial Update:** Traci Shannon, Finance Director
- 2.) Financial Information per Request:** Kim Foster, City Manager
- 3.) Appointments to Boards:** Kathy Ray, City Mayor
- 4.) Resolution to Authorize the City of Paris to Participate in Public Entity Partners “Safety Partners” Matching Grant Program:** Kim Foster, City Manager

**Status of Various Projects
Notes from the City Manager**

Adjournment

OLD BUSINESS

**OLD BUSINESS
AGENDA ITEM #1**

Ordinance to Amend Title 1 Chapter 2 Regarding the Order of Business for Regular Board of Commissioners Meetings (Second Reading)

ORDINANCE NO. 1297

AN ORDINANCE to amend Title 1, Chapter 2, of the Paris Municipal Code

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 1, Chapter 2, of the Paris Municipal Code shall be amended as follows:

- A. That Title 1, Chapter 2, Section 1-202(4), be amended by deleting “grievances” and substituting in its place “comments.”
- B. That Title 1, Chapter 2, Section 1-202(4), be amended by adding subparagraphs (a) and (b) as follows:
 - (a) A citizen may only speak one time at each meeting.
 - (b) A citizen may only speak for three (3) minutes unless such limitation is modified or waived by the Mayor or other presiding officer of the board of commissioners.
- C. That Title 1, Chapter 2, Section 1-203, be amended by deleting “Robert’s Rules of Order, Revised” and substituting in its place “Robert’s Rules of Order, Newly Revised, 12th Edition.”

SECTION 2. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect on and after final passage and adoption.

SECTION 2. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect on and after passage of final adoption.

Passed and adopted July 6, 2023.

Passed and adopted August 3, 2023.

Mayor

Finance Director

**OLD BUSINESS
AGENDA ITEM #2**

Ordinance to Levy a Privilege Tax upon the Occupancy in any Hotel or Motel (Second Reading)

ORDINANCE NO. 1298

AN ORDINANCE LEVYING A PRIVILEGE TAX UPON THE OCCUPANCE IN ANY HOTEL OR MOTEL OR ANY PLACE IN WHICH ROOMS, LODGING OR ACCOMMODATIONS ARE FURNISHED TO TRANSIENTS FOR CONSIDERATION

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that the Paris Municipal Code be amended as follows:

WHEREAS, Tennessee Code Annotated § 67-4-1401, et seq., authorizes the City of Paris, Henry County, Tennessee, to levy by Ordinance an occupancy or hotel/motel tax; and

WHEREAS, the City of Paris, Tennessee, deems it to be in the best interest of the City of Paris to have such tax; and

WHEREAS, the health, safety, and welfare of the citizens of the City of Paris, Tennessee, will be positively impacted by the adoption of this Ordinance.

NOW, THEREFORE BE IT ENACTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PARIS, TENNESSEE, AS FOLLOWS:

- (1) "Exhibit A" attached herein is hereby adopted and shall be codified in its entirety as Title 6, Chapter 7 of the City of Paris Municipal Code.
- (2) All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.
- (3) This Ordinance shall take effect on September 1, 2023, the public welfare requiring it.

"EXHIBIT A"

TITLE 6

FINANCE AND TAXATION

CHAPTER 7

HOTEL/MOTEL OCCUPANCY TAX

SECTION

- | | |
|--------|----------------------------------------------------------------|
| 7-701. | Definitions. |
| 7-702. | Rooms to be numbered. |
| 7-703. | Tax levied. |
| 7-704. | Collection. |
| 7-705. | Remission to City of Paris. |
| 7-706. | Collection, development of report, audit, etc. |
| 7-707. | Operator cannot advertise that the operator will assume tax. |
| 7-708. | Delinquent taxes; offenses by operators and/ or transients. |
| 7-709. | Operators to keep records. |
| 7-710. | Additional powers of recorder; remedies available to taxpayer. |
| 7-711. | Recorder to collect; disposition of proceeds. |

Section 7-701. Definitions. As used in this chapter:

- (1) “**Consideration**” means the consideration charged, whether or not received, for the occupancy in a hotel valued in money, goods, labor or otherwise, including all receipts, cash, credits, property and services of any kind or nature without and deduction therefrom whatsoever;
- (2) “**Hotel**” means any structure or space, or any portion thereof, that is occupied or intended or designed for occupancy by transients for dwelling, lodging, or sleeping purposes, and includes privately, publicly, or government-owned hotels, inns, tourist camps, tourist courts, tourist cabins, motels, short-term rental units, primitive and recreational vehicle campsites and campgrounds, or any place in which rooms, lodgings, or accommodations are furnished to transients for consideration;
- (3) “**Occupancy**” means the use or possession, or the right to use or possession, of any room lodgings or accommodations in any hotel;
- (4) “**Operator**” means the person operating the hotel, whether as owner, lessee or otherwise;
- (5) “**Person**” means any individual, firm, partnership, joint venture, association, social club, fraternal organization, joint stock company, estate, trust, business trust, receiver, trustee, syndicate or any other group or combination acting as a unit;
- (6) “**Tourism**” means attracting nonresidents to visit a particular municipality and encouraging those nonresidents to spend money in the municipality, which includes travel related to both leisure and business activities;
- (7) “**Tourism development**” means the acquisition and construction of, and financing and retirement of debt for, facilities related to tourism; and
- (8) “**Transient**” means any person who exercises occupancy or is entitled to occupancy of any rooms, lodgings, or accommodations in a hotel for a period of less than thirty (30) continuous days.

Section 7-702. Rooms to be numbered. Each sleeping room and in every hotel in the City of Paris shall be numbered in a plain and conspicuous manner. The number of each room shall be placed on the outside of the door of such room, and no two (2) doors shall bear the same number.

Section 7-703. Tax levied. There is hereby levied, assessed and imposed, and shall be paid and collected, a privilege tax upon the privilege of occupancy in any hotel of each transient in an amount equal to **four (4) percent** of the consideration charged by the operator. Such tax is a privilege tax upon the transient occupying such room and is to be collected as provided herein.

Section 7-704. Collection. Such tax shall be added by each operator to each invoice prepared by the operator for the occupancy in the operator’s hotel to be given directly or transmitted to the transient and shall be collected by such operator from the transient and remitted to the City of Paris.

Section 7-705. Remission to City of Paris. The tax hereby levied shall be remitted by all operators who lease, rent or charge for occupancy within a hotel in the City of Paris to the City of Paris recorder no later than the twentieth (20th) day of each month for taxes collected the preceding month. The operator is hereby required to collect the tax from the transient at the time of the presentation of the invoice for such occupancy whether prior to occupancy or after occupancy as may be the custom of the operator. If credit is granted by the operator to the transient then the obligation to the City of Paris shall be that of the operator.

Section 7-706. Collection, development of report, audit, etc. The City of Paris recorder shall be responsible for the collection of such tax. A monthly tax return under oath shall be filed with the City of Paris recorder by the operator with such number of copies thereof as the City of Paris recorder may reasonably require for the collection of such tax. The report of the operator shall include such facts and information as may be deemed reasonable for the verification of the tax due. The form of such report shall be developed by the City of Paris recorder and approved by the Board of Commissioners prior to use. The City of Paris recorder shall audit each operator in the City of Paris at least once per year and shall report on the audits made on a quarterly basis to the Board of Commissioners.

Section 7-707. Operator cannot advertise that the operator will assume tax. No operator of a hotel shall advertise or state in any manner, whether directly or indirectly, that the tax or any part thereof, will be assumed or absorbed by the operator or that it will not be added to the rent, or that if added, any part will be refunded.

Section 7-708. Delinquent taxes; offenses by operators and/or transients. Taxes collected by the operator which are not remitted to the City of Paris recorder on or before the due dates are delinquent. An operator shall be liable for interest on such delinquent taxes from the due date at the rate of twelve percent (12%) per annum, and in addition, for the penalty of one percent (1%) for each month or fraction thereof such taxes are delinquent. Such interest shall become a part of the tax. Each occurrence of willful refusal of an operator to collect or remit the tax or willful refusal of a transient to pay the tax imposed is declared to be unlawful and shall be punishable upon conviction by a fine not in excess of fifty dollars (\$50.00).

Section 7-709. Operators to keep records. It shall be the duty of every operator liable for the collection and payment to the City of Paris of the tax imposed by this article to keep and preserve for a period of three (3) years all records as may be necessary to determine the amount of such tax as he may have been liable for the collection of and payment to the City of Paris. Every operator of a hotel shall at all times keep a standard hotel register, in which shall be inscribed the names of all guests renting or occupying rooms and the number of the room which guest is to occupy, together with the time such room is rented, which records the City of Paris recorder shall have the right to inspect at all reasonable times.

Section 7-710. Additional powers of recorder; remedies available to tax payer. The City of Paris recorder administering and enforcing the provisions of this ordinance shall have, as additional powers, those powers and duties with respect to collecting taxes as provided by law for the county clerks.

Upon any claim of illegal assessment and collection, the taxpayer shall have the remedy provided in Tennessee Code Annotated, Title 67. The City of Paris recorder shall have all those powers and duties as provided in Tennessee Code Annotated § 67-1-707(b). Any tax paid under protest shall be paid to the City of Paris recorder. Any suit filed to recover taxes paid under protest may be brought by filing the same against the City of Paris recorder.

Section 7-711. Recorder to collect; disposition of proceeds. The City of Paris recorder is hereby charged with the duty of collection of the tax herein levied and the proceeds received by the City of Paris from the tax shall be used exclusively for tourism and tourism development within the City of Paris as required by Tennessee Code Annotated § 67-4-1403.

SECTION 2. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect on and after passage of final adoption.

Passed and adopted July 6, 2023.

Passed and adopted August 3, 2023.

Mayor

Finance Director

NEW BUSINESS
AGENDA ITEM #1
Financial Update

Narrative to June 2023 Operating Statement

Retail sales tax revenue was ahead again with a 1.57% increase in May compared to last May. Fiscal year-to-date we are ahead 5.1%.

The month of June reflected a deficit. A couple of larger expenses included \$45K for payment on Public Works storage building and \$58K on the brine machine. It was also a three pay-period month.

We finished our fiscal year on a high note with FY23 revenues over expenditures. This has provided us with more to cushion our fund balance. Please remember the fiscal year-end numbers are unaudited and will change when our audit has been completed.

Other Business:

Personnel changes in June:

New Employees (3): 1 part-time (Parks & Rec), 1 full-time (Firefighter), 1 full-time (Public Works)

Resignation (2): 1 full-time (Dispatcher), 1 full-time (Fire Chief)

We issued eleven business licenses in June:

New Business (4): Sister Properties, Blusky Restoration, Robino's, Mike Castellano's Handyman Service

New Owner (4): Shankle's Heating & Cooling, GNC Holding LLC, Finish Line Carwash, A Place Called Home LLC

New Minimal License (3): Wood Street Warehouse, Anna Kay Salon & Spa, Paris Power Cleaning

**CITY OF PARIS, TENNESSEE
RETAIL SALES TAX REVENUE**

	FY2019	FY2020	FY2021	FY2022	FY2023	% Incr(Decr)
JULY	\$787,901	\$802,267	\$898,979	\$951,793	\$1,046,570	9.96%
AUGUST	\$790,533	\$799,378	\$843,541	\$895,516	\$931,433	4.01%
SEPTEMBER	\$774,425	\$797,992	\$888,921	\$965,256	\$1,067,740	10.62%
OCTOBER	\$761,812	\$761,453	\$873,733	\$974,047	\$1,036,880	6.45%
NOVEMBER	\$809,116	\$807,105	\$874,641	\$988,199	\$1,059,818	7.25%
DECEMBER	\$960,027	\$957,286	\$1,097,412	\$1,210,615	\$1,218,473	0.65%
JANUARY	\$665,013	\$713,906	\$844,826	\$839,389	\$915,685	9.09%
FEBRUARY	\$704,313	\$727,380	\$719,938	\$859,647	\$936,706	8.96%
MARCH	\$877,659	\$840,175	\$1,101,592	\$1,102,651	\$1,106,574	0.36%
APRIL	\$849,875	\$865,360	\$1,040,359	\$1,060,677	\$1,069,082	0.79%
MAY	\$863,697	\$949,140	\$1,005,346	\$1,105,515	\$1,122,824	1.57%
JUNE	\$873,145	\$966,861	\$1,013,926	\$1,125,455		
TOTAL	\$9,717,515	\$9,988,303	\$11,203,215	\$12,078,759	\$11,511,785	
Previous YTD % Increase/Decrease	1.24%	2.79%	12.16%	7.82%	5.10%	

**Monthly Operating Statement
June 2023**

REVENUES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,727,000	14,585	1,665,945	96.46%
Local Option Sales Tax	6,086,700	526,124	6,215,453	102.12%
Wholesale Liquor / Beer	875,000	95,423	940,477	107.48%
Business Tax	400,000	140,246	504,805	126.20%
Fees & Licenses	168,500	2,680	167,157	99.20%
In Lieu Payments	824,250	135,831	898,635	109.02%
Grants	811,430	17,402	771,082	95.03%
State Shared taxes	1,826,800	155,767	1,847,723	101.15%
All Other	2,358,948	210,386	2,616,041	110.90%
Federal ARPA Grant	1,491,875	0	1,491,875	100.00%
ARPA/TDEC-WII	0	0	0	#DIV/0!
Total General Fund Revenue	16,570,503	1,298,444	17,119,192	103.31%
Solid Waste Collection - BPU	1,250,000	99,579	1,278,283	102.26%
Solid Waste Disposal - Transfer	400,000	52,127	482,552	120.64%
Other Revenue	55,300	123	55,345	100.08%
Total Sanitation	1,705,300	151,830	1,816,180	106.50%
Gate Receipts - Brush & Debris	140,000	14,610	147,516	105.37%
County Share Operating Exp	30,000	0	38,917	129.72%
Gate Receipts - Tires	10,000	1,816	15,957	159.57%
Other Revenue	61,550	93	61,789	100.39%
Total Landfill	241,550	16,520	264,179	109.37%
Total Drug Fund	42,050	4,093	87,947	209.15%
TOTAL REVENUES	18,559,403	1,470,886	19,287,498	103.92%

EXPENDITURES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	229,961	0	222,220	96.63%
General Administration	423,856	46,580	420,871	99.30%
Economic Development	178,474	20,208	177,646	99.54%
Elections	4,500	0	0	0.00%
Financial Administration	339,384	32,197	330,533	97.39%
City Hall Building	104,397	9,232	111,035	106.36%
Police Department	2,429,010	251,290	2,453,118	100.99%
Emergency Communications	748,932	95,558	790,819	105.59%
Fire Department	1,998,446	222,049	1,998,188	99.99%
Building Inspection	178,037	19,161	169,954	95.46%
Street Maintenance	1,792,747	143,411	1,721,895	96.05%
State Street Aid	1,760,000	18,305	1,544,626	87.76%
Storm Water Management	72,140	3,740	45,372	62.89%
Street Lighting	126,000	6,424	128,129	101.69%
City Garage	310,298	29,300	302,393	97.45%
Cemetery Maintenance	73,324	10,626	77,528	105.73%
Health & Animal Control	199,228	21,735	191,880	96.31%
Civic Center	722,100	73,142	679,322	94.08%
Parks & Recreation	1,111,601	168,085	1,260,614	113.41%
Library	183,430	0	183,430	100.00%
Community Development	1,001,700	62,156	978,397	97.67%
ARPA-SLFRF	1,000,000	136,042	980,986	98.10%
ARPA/TDEC-WII	50,000	4,000	43,554	87.11%
Debt Service	1,217,717	750	1,217,240	99.96%
General Fund Expenditures	16,255,282	1,373,991	16,029,749	98.61%
Sanitation Collection	1,489,797	91,808	1,421,844	95.44%
Contractual Services	711,500	69,459	773,382	108.70%
Total Sanitation	2,201,297	161,267	2,195,226	99.72%
Total Landfill	215,404	28,146	221,629	102.89%
Total Drug Fund	75,300	5,633	59,199	78.62%
TOTAL EXPENDITURES	18,747,283	1,569,037	18,505,803	98.71%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	(75,547)	1,089,443
Sanitation	(9,437)	(379,046)
Landfill	(11,626)	42,551
Drug Fund	(1,540)	28,748

**NEW BUSINESS
AGENDA ITEM #2
Financial Information per Request**

ACTUAL LOCAL OPTION SALES TAX COLLECTIONS			
Revenue Received after the State's fee and Splitting with Education			
	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
JULY	\$464,539	\$492,048	\$546,571
AUGUST	\$473,212	\$500,256	\$554,217
SEPTEMBER	\$439,988	\$468,757	\$514,379
OCTOBER	\$412,856	\$441,198	\$459,383
NOVEMBER	\$435,066	\$475,367	\$525,179
DECEMBER	\$427,632	\$476,819	\$510,319
JANUARY	\$428,077	\$487,637	\$522,114
FEBRUARY	\$537,108	\$597,519	\$598,706
MARCH	\$413,484	\$414,890	\$451,701
APRIL	\$352,360	\$424,353	\$462,330
MAY	\$539,154	\$543,416	\$544,430
JUNE	<u>\$509,184</u>	<u>\$521,462</u>	<u>\$526,124</u>
TOTAL	\$5,432,660	\$5,843,722	\$6,215,453
Change from 2021 to 2022		\$411,062	7.57%
Change from 2022 to 2023		\$371,731	6.36%

AMERICAN RECOVERY PLAN ACT (ARPA) STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF)

						TOTAL SPENT TO DATE:	\$1,816,518
						(07/12/23)	
ARPA SLFRF =	\$1,491,875.29	<u>Received</u>				TOTAL BUDGETED TO DATE:	\$2,522,652
	<u>\$1,491,875.29</u>	11/02/21					
	\$2,983,750.58	11/01/22				AMT LEFT UNBUDGETED:	\$461,098
<u>Spending Commitments</u>							
	<u>BUDGETED</u>	<u>SPENT in FY '22</u>	<u>SPENT in FY '23</u>				
Property Purchase	\$375,000	\$375,000					
Employee Bonuses	\$240,000	\$231,184					
Facilities Study	\$13,600		\$13,803				
Facilities Concept Designs	\$100,000		\$65,866				
Pave Parking Lot	\$175,000	\$172,830		Public Works			
Resurface Indoor Pool & upgrades	\$89,860		\$110,888	Parks / CC			
Internet Service	\$21,000	\$17,487	\$3,322	Landfill & An Shelter			
Tasers	\$50,000	\$29,428		Police			
Conex container for training	\$30,000		\$30,231	Fire			
Wash rack for sanitation trucks	\$70,000		\$23,995	Stormwater			
Electric Gates	\$34,500	\$4,150	\$24,440	Public Works & Animal Shelter			
Sign at entrance to E.T. Park	\$50,000			Parks / CC (high side estimate)			
E-citations (hard & software)	\$45,500		\$43,872	Police			
Brush Truck	\$42,000			Fire			
Wash rack for fire trucks	\$25,000			Stormwater			
Pole Barn	\$100,000		\$96,133	Public Works			
New Welcome to Paris signs	\$100,000	**		4 - Hwy 641 N & S and Hwy 79 E & W			
Slide-in salt spreaders (4)	\$100,000		\$98,896	Public Works			
Digital Marquee for KPAC	\$33,500			Parks / CC			
Outdoor exercise run	\$6,800			Animal Shelter			
Batwing mower	\$22,000	\$20,100		Landfill			
Electric bike	\$5,500		\$4,538	Police			
Resurface skatepark concrete	\$40,000		\$49,468	Parks / CC			
New brine system & building	\$150,000		\$60,454	Public Works (includes hydraulic doors)			
Replace remaining obsolete traffic signals	\$30,000	**		at E. Wood / Lake and W. Wood / Irvin			
Mill & pave parking lot	\$15,000		\$20,846	Animal Shelter			
Total Expenditures	\$1,964,260	\$850,179	\$646,750				

<u>ADDED LATER, TO REPLACE OTHER ITEMS (Welcom to Paris signs & obsolete traffic signals)</u>				
New Truck	\$27,842		\$42,724	Building Insp
New Truck	\$31,127		\$42,724	Parks (not able to get a hand-me-down from Pub. Wks)
Shade sails - BCBS Playground	\$17,444		\$28,876	Parks (in place of obsolete traffic signals)
Lining of pipes under covered bridge in Cedarcreek Sub.	\$56,290	\$56,290		
Total Substitutions	\$132,702	\$56,290	\$114,324	
ADDITIONAL SPENDING	Budgeted			
Convert tennis courts to Pickleball courts	\$35,190		\$35,190	includes resurfacing & fencing
Development of GIS Platform	\$45,500		\$27,297	Approved by Commission in Sept '22; includes \$32,000 for OHM and \$13,500 for updated imaging by NearMap
Storage Building @ McNeill	\$80,000		\$75,378	Comm approved at Apr '23 meeting
Fencing for Impound Lot	\$10,000			Comm approved at Apr '23 meeting
Furniture for City Hall	\$10,000		\$10,420	Comm approved at Apr '23 meeting
Consultant for rewriting Zoning Ordinance	\$25,000		\$690	Comm approved at Apr '23 meeting (this is a "not to exceed" amount)
Development of Building Plans	\$350,000			Comm approved at May 16, 2023 special called mtg
TOTAL FOR ADD'L SPENDING	\$555,690		\$148,975	

FUND BALANCE ADDITION				
FY '23 - '24				
General Fund Revenue in Excess of Expenditures (unaudited)				
	\$1,089,443			
Planned / Budgeted Excess				
	\$315,221			
ARPA Funds Received but not Spent				
	\$581,826			
Amount added to Fund Balance in Excess of Budgeted Amount & Unspent ARPA Funds				
	\$192,396			

**NEW BUSINESS
AGENDA ITEM #3
Appointments to Boards**

<u>BOARD</u>	<u>CURRENT MEMBER</u>	<u>PROPOSED MEMBER</u>	<u>TERM EXPIRATION</u>	<u>NEW EXPIRATION</u>
Historic Zoning Board 5 Year Term (Mayor w/ Commission Approval)	Pat Terrell	Pat Terrell	September 3, 2023	September 3, 2028
Housing Board of Adjustment and Appeals 3 Year Term (City Commission Appointment)	Terry Fuller	Terry Fuller	August 14, 2023	August 14, 2026
Advisory Committee on Americans with Disabilities 3-year term (Mayor w/Commission Approval) (Mayor Appoints Chairman)	Diane Lancaster	Diane Lancaster	September 2, 2023	September 2, 2026
Advisory Committee on Americans with Disabilities 3-year term (Mayor w/Commission Approval) (Mayor Appoints Chairman)	Sue Quinn	Sue Quinn	September 2, 2023	September 2, 2026

**NEW BUSINESS
AGENDA ITEM #4
Resolution to Authorize the City of Paris to Participate in Public Entity Partners “Safety Partners” Matching Grant Program**

As in years past, Public Entity Partners is again offering their “Safety Partners” matching grant program to eligible members. This is a 50/50 grant with a value this year of \$3,000. With your approval, the Public Works Department will be submitting an application this year.

Staff requests the following resolution be passed allowing the City to participate in this program and pledge the required match of \$3,000.

Resolution No. 1685

A Resolution Authorizing the City of Paris, Tennessee
To Participate In Public Entity Partner’s
“Safety Partners”
Matching Grant Program

WHEREAS, the safety and well-being of the employees and citizens of the City of Paris are of the greatest importance; and,

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of Paris employees; and,

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering a “Safety Partners” Matching Grant Program; and,

WHEREAS, the City of Paris now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the City of Paris, Tennessee the following:

Section 1. That the City of Paris is hereby authorized to submit application for a “Safety Partners” Matching Grant Program, through Public Entity Partners.

Section 2. That the City of Paris is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Resolved this 3rd day of August 2023.

Mayor

Finance Director

STATUS OF VARIOUS PROJECTS
August 2023

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	
HOME Grant	Morris/Foster	2024	We will sign the deed on house #1 on July 1. Construction on house #2 is between 25 – 50% complete. House #3 is currently on hold. We are waiting until the first two are complete to see how much money is left.
Back Alley Paris	Foster/Morris/ Ray	June 2024 (if awarded)	The application for the 2023 round of Art Builds Communities grant has been submitted. The planned project is being called Destination Paris. We should find out if we are awarded by mid-August.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2024	Submitted final ROW plans to TDOT. Waiting on NTP to ROW. Development of Construction Plans continues. Excess land process continues. Still waiting on responses from the following agencies for the in-house re-eval: historic & NAC.
Rison St Bridge Replacement	Foster/Morris	Summer 2024	We received NTP with funded ROW. Staff are working to secure construction easements from 8 property owners. A2H has received comments back from TDOT on construction plans. They will revise plans and resubmit in August.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	Final Right of Way plans sent to TDOT. NEPA re-eval document sent to TDOT for review. Excess land application sent to TDOT July 26.
2021 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	NEPA document (SDC form) submitted to TDOT, addressing comments. Preliminary grading 98% complete. Preliminary layout and grading will be ready for city review in August.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2026	Submitted NEPA documents, Initial studies, and the Section 106 LP agency templates. Preliminary survey has been received. Field verification of survey completed, and markups sent to surveyor. Field work for Environmental Boundaries Report has been completed.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	Hydraulic modeling continues. Survey has been ordered for the Brooks St. drainage improvements portion of this project.
Downtown Improvement Grant	Morris/Crouch/Foster	Summer 2023	One of the two additional projects has now been completed, the other should be finished by the end of the month. We now have an additional project moving forward who is working on getting quotes.
Municipal Facilities Project	Foster	Dependent on Direction	Working on Fire Station schematic drawings with city's input. Working on redesign of Police building based off city's comments. Ordered survey. Looking at combining city hall and police department in one building.
DIDD Inclusive Playground and Facility Grant	Morris/Crouch/Foster	Fall of 2024	Application was submitted Friday, June 30 th . The anticipated award date is August 2023.

Notes from the City Manager:

- This will be Traci Shannon's last meeting, she will be retiring and her last day is scheduled to be August 23. We have begun the process of advertising for the position.
- I have asked Ms. Yolanda Dillard, MTAS Training Consultant, to hold a vision / mission statement workshop for us on **Thursday, August 17**. The workshop will last all morning and be held at the 911 offices on Brewer St. All Department Heads will be attending along with any of their key support staff. I would like to invite any of the Commissioners that would like to attend to join us. Ms. Dillard has also suggested I invite at least one key stakeholder from the community.