

CARLTON GERRELL, MAYOR  
KIM FOSTER, CITY MANAGER  
FRED MCLEAN, ATTORNEY



TERRY FULLER, COMMISSIONER  
JACKIE JONES, VICE MAYOR  
GAYLE GRIFFITH, COMMISSIONER  
SAM THARPE, COMMISSIONER

**BOARD OF COMMISSIONERS MEETING MINUTES  
CITY OF PARIS, TENNESSEE  
May 7, 2020  
5:00 P.M.**

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5 p.m. on Thursday, May 7, 2020 in the Paris City Hall Courtroom.

The Meeting was called to order by Vice Mayor Jones with the following roll call:

- Present:** Mayor Carlton Gerrell  
Vice Mayor Jones Jackie Jones  
Commissioner Gayle Griffith  
Commissioner Sam Tharpe  
Commissioner Terry Fuller
- Also Present:** City Attorney Fred McLean  
City Manager Kim Foster  
Finance Director Traci Shannon  
Administrative Assistant M.J. Stancook  
Community Development Director Jennifer Morris
- Media:** No media present due to Covid-19 restrictions

Commissioner Tharpe led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Fuller.

**APPROVAL OF MINUTES:** Regular Meeting Minutes – February 6, 2020

**DISCUSSION:** None

**ACTION:** Commissioner Tharpe made a motion, seconded by Vice Mayor Jones to approve the minutes as presented.

**VOTE:** Unanimous

**COMMENTS FROM CITIZENS:** No comments.

**COMMENTS FROM THE COMMISSION:** Vice Mayor Jones thanked Staff for all they have been doing for the past two or three months in trying to make things as normal as possible during this time.

**SERVICE RESOLUTIONS AND PROCLAMATIONS:** None



**MONTHLY OPERATING STATEMENT**  
**March 2020**

<b>REVENUES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,490,000	81,220	1,415,258	94.98%
Local Option Sales Tax	4,800,000	349,408	3,610,156	75.21%
Wholesale Liquor / Beer	760,000	52,742	609,429	80.19%
Business Tax	370,000	4,964	75,912	20.52%
Fees & Licenses	162,500	1,100	124,270	76.47%
In Lieu Payments	882,750	59,986	579,920	65.69%
Grants	1,191,125	327,955	629,508	52.85%
State Shared taxes	1,450,000	170,705	1,211,990	83.59%
All Other	2,649,668	520,716	2,107,175	79.53%
<b>Total General Fund Revenue</b>	<b>13,756,043</b>	<b>1,568,796</b>	<b>10,363,618</b>	<b>75.34%</b>
Solid Waste Collection - BPU	1,230,000	102,387	916,300	74.50%
Solid Waste Disposal - Transfer	280,000	35,265	273,359	97.63%
Other Revenue	400	60	3,555	888.64%
<b>Total Sanitation</b>	<b>1,510,400</b>	<b>137,712</b>	<b>1,193,214</b>	<b>79.00%</b>
Gate Receipts - Brush & Debris	150,000	7,324	85,264	56.84%
County Share Operating Exp	38,500	0	17,328	45.01%
Gate Receipts - Tires	8,000	183	3,261	40.76%
Other Revenue	30,450	3	31,445	103.27%
<b>Total Landfill</b>	<b>226,950</b>	<b>7,510</b>	<b>137,299</b>	<b>60.50%</b>
<b>Total Drug Fund</b>	<b>63,075</b>	<b>1,784</b>	<b>37,963</b>	<b>60.19%</b>
<b>TOTAL REVENUES</b>	<b>15,556,468</b>	<b>1,715,802</b>	<b>11,732,093</b>	<b>75.42%</b>
<b>EXPENDITURES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	237,540	3,392	216,968	91.34%
General Administration	420,135	25,995	299,701	71.33%
Economic Development	166,912	8,970	53,922	32.31%
Elections	0	0	0	#DIV/0!
Financial Administration	302,132	19,639	222,109	73.51%
City Hall Building	92,840	6,420	68,660	73.95%
Police Department	2,088,967	162,698	1,504,428	72.02%
Downtown Parking	1,000	0	206	20.56%
Emergency Communications	663,104	48,408	457,991	69.07%
Fire Department	1,710,753	128,184	1,217,537	71.17%
Building Inspection	93,046	5,497	66,108	71.05%
Street Maintenance	1,529,314	99,733	1,004,940	65.71%
State Street Aid	500,000	775	490,489	98.10%
Storm Water Management	76,405	2,331	38,532	50.43%
Street Lighting	82,200	4,904	78,583	95.60%
City Garage	343,926	28,600	247,280	71.90%
Cemetery Maintenance	61,124	548	26,206	42.87%
Health & Animal Control	164,145	10,821	117,614	71.65%
Civic Center	548,874	31,711	380,967	69.41%
Parks & Recreation	1,024,178	57,966	747,146	72.95%
Library	164,786	27,464	137,322	83.33%

Community Development	2,605,900	69,408	1,297,962	49.81%
Debt Service	871,882	18,137	316,521	36.30%
<b>General Fund Expenditures</b>	<b>13,749,163</b>	<b>761,600</b>	<b>8,991,188</b>	<b>65.39%</b>
Sanitation Collection	992,391	62,825	766,573	77.25%
Contractual Services	550,000	58,332	471,923	85.80%
<b>Total Sanitation</b>	<b>1,542,391</b>	<b>121,156</b>	<b>1,238,496</b>	<b>80.30%</b>
<b>Total Landfill</b>	<b>217,879</b>	<b>7,974</b>	<b>113,474</b>	<b>52.08%</b>
<b>Total Drug Fund</b>	<b>94,600</b>	<b>12,160</b>	<b>59,421</b>	<b>62.81%</b>
<b>TOTAL EXPENDITURES</b>	<b>15,604,033</b>	<b>902,890</b>	<b>10,402,579</b>	<b>66.67%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	807,196	1,372,430
Sanitation	16,556	(45,282)
Landfill	(465)	23,825
Drug Fund	(10,376)	(21,458)

**NEW BUSINESS AGENDA ITEM NO. 2: Appointments to Boards:**

**DISCUSSION:** Mayor Carlton Gerrell re-appointed Mr. Brad Ridgeway and Mr. Jerry Pearson to serve another five year term on the Parks and Recreation Commission Board. City Manager Kim Foster stated that the Heritage Center Board of Directors is open due to the passing of Mr. Barton Robinson and asked for recommendations for filling the spot. Commissioner Fuller brought it to the attention of the board that Mrs. Regina Robinson passed away leaving a vacancy on the Housing Board of Adjustments and Appeals Board.

**ACTION:** No action required.

**VOTE:** N/A

<u>BOARD</u>	<u>CURRENT MEMBER</u>	<u>PROPOSED MEMBER</u>	<u>TERM EXPIRATION</u>	<u>NEW EXPIRATION</u>
Parks & Recreation Commission *Mayor Appointment (5 year term)	Brad Ridgeway	Brad Ridgeway	May 1, 2020	May 1, 2020
Parks & Recreation Commission *Mayor Appointment (5 year term)	Jerry Pearson	Jerry Pearson	May 1, 2020	May 1, 2020
Heritage Center Board of Directors	Barton Robinson			

**NEW BUSINESS AGENDA ITEM NO. 3: Ordinance to Amend the Fiscal Year 2020 Budget (First Reading)**

**DISCUSSION:** City Manager Kim Foster stated that in May of each year the current year budget is amended for things that didn't happen as expected or vice versa. Ms. Foster stated the process is routine and most adjustments relate to unplanned expenses and the timing of grant related projects. The overall impact to the budget is a significant decrease in both revenues and expenditures.

Vice Mayor Jones inquired as to why the County-Wide Radio Project in the Community Development area has a decrease of 18K. City Manager Kim Foster stated there were two years' worth of donations to the project. Last year was our monetary donation to the actual building of the system. This year we had committed to purchasing radios for all of our personnel that were not included under the grant which were Parks

Department, Public Works Department, Landfill and the Animal Shelter. The radios came in considerably under the estimated costs. The Police Department and Fire Department were both covered under the CDBG Grant.

**ACTION:** Motion made by Vice Mayor Jones, seconded by Commissioner Griffith to pass on first reading the Ordinance to Amend the Fiscal Year 2020 Budget.

**VOTE:** Unanimous

**NEW BUSINESS AGENDA ITEM NO. 4: Municipal Elections**

**DISCUSSION:** City Manager Kim Foster announced there are two City Commission seats that we will need to hold an election for this year. The two seats are currently held by Vice Mayor Jones and Commissioner Fuller. The Resolution directs County Election Commission of the wishes of the Commission that they arrange for the appropriate election.

**ACTION:** Motion made by Commissioner Fuller, seconded by Commissioner Tharpe to approve the Resolution with regard to Municipal Elections.

**VOTE:** Unanimous

**RESOLUTION NO. 1641**

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee, has provided a procedure, pursuant to Ordinance No. 556, for the calling by the County Election Commission of municipal elections by passage of an appropriate resolution; and,

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee, hereby directs the County Election Commission to make the necessary arrangements for holding a municipal election for the election of two (2) commissioners for the City of Paris, Tennessee; and,

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee, directs the County Election Commission to make the necessary arrangements for holding said election in a manner prescribed by statute on November 3, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the City of Paris, Tennessee, go on record, pursuant to Ordinance No. 556, as directing the County Election Commission to hold an election for the purpose of electing two (2) commissioners for the City of Paris, Tennessee with said election to be held on November 3, 2020.

This the 7<sup>th</sup> day of May 2020.

/s/ Carlton Gerrell  
Mayor

/s/ Traci Shannon  
Finance Director

**NEW BUSINESS AGENDA ITEM NO. 5: Henry County-City of Paris Bicentennial Plan**

**DISCUSSION:** Mr. Carl Holder, chairman of the planning committee was on hand and presented the plans as they have been developed so far with regard to the Henry County-City of Paris Joint Bicentennial Plan. City Manager Foster stated the plan will evolve over time but before more effort is expended the committee would like affirmation that the Commission is in favor of celebrating this momentous event in the ways currently being discussed and presented for you in the following report.

Proposed Henry County-City of Paris Joint Bicentennial Plan  
presented by the  
Paris-Henry County Heritage Center

The Paris-Henry County Heritage Center is proposing the following Plan for a joint Henry County-City of Paris Bicentennial Celebration (2021-2023)

We are requesting that the Henry County Commission and City of Paris Commission critique and approve the following Plan.

**Organizational Structure**

The Heritage Center Board will oversee the development of a full-blown program of related activities. The Center will serve as the physical site for plan administration. The Heritage Center Board shall establish a separate fiscal account and maintain records of all funds received and expended, and publish these records to the Commissions and public at the end of the Celebration. They will be available to the government administrations for review at any time.

The Heritage Center Board has appointed an Bicentennial Planning and Coordination Committee to which will perform the actual work.

Members are: Carl Holder, Chair

David Webb, Co-Chair and County Representative  
Jackie Jones, Secretary and City Representative  
Kasey Meunch, Chamber of Commerce  
Stephanie Routon, Historical Researcher  
Lucy Presson-School Systems Representative  
Kathy Ray-Downtown Paris Association  
Suzy Herron-Heritage Center Director

Media rep

The Committee shall;

Establish a timeframe. Tentatively we are considering a start date of November, 2021 thru September, 2023 based on the founding dates;

- A. Develop a coordinating structure to the Jaycee's Fish Fry model;
- B. Develop a brand name with and appropriate logo
- C. Develop a financial plan which includes, funding sources, expenditures, alternate plans to adjust for income levels.
- D. Co-opt existing groups/annual events into bicentennial events (e.g.Fish Fry, DPA, etc)
- E. Recruit Civic, church groups, schools, other non-profits, citizen volunteers for specific events
- F. Develop a publicity campaign, web site and calendar of events

#### Possible Events

School Contests-T-Shirt design,school essays, plays,etc  
Founder's Day Luncheons  
Period plays and musical performances  
1820's sports, dancing, foods, etc.  
Cemetery and ghost tours  
1820's Christmas, Easter, 4th of July Celebrations  
Religious Heritage Events  
African-American spirituals of that day up to the present day music  
Dual track of events of 1820's but also showcase 200 years of Henry County history (Civil War, WWI, 20's, Depression,Camp Tyson, etc)  
Other possibilities  
Legacy projects such as restoring the 1927 fire engine, etc

Our goal -learning Henry County History by participation for children and teenagers; celebrating our heritage for all citizens, and leave an imprint for the future.

**ACTION:** No action required. The City Commissioners were all in favor of the plan.

**VOTE:** N/A

#### **NEW BUSINESS AGENDA ITEM NO. 6: Resolution to Add a Leave Donations Policy to and Change the Sick Leave Policy of the City of Paris Personnel Policy**

**DISCUSSION:** City Manager Kim Foster stated the addition of a policy to allow for employees to donate their earned paid leave time to other employees who qualify has been contemplated and discussed by staff. Ms. Foster recalls only one time in her tenure with the City an employee had an extended illness and needed to be off from work longer than their accumulated sick time in which they had acquired. Currently, there is a deserving city employee who would benefit from the leave donations policy. The financial effect of the proposed policy has been determined to be very minimal but the immeasurable value added to the well-being of city employees in need is great. There are qualifications that must be met to be eligible to receive donated time, and donations are entirely voluntary on a case by case basis. The policy was modeled after one that has been in place at the BPU for many years.

While reviewing the City's overall sick leave policy it was determined that there was a limitation of only being able to take three (3) earned sick days per year due to the illness of an immediate family member. In staff's opinion this limitation is too restrictive. The resolution presented for consideration contains verbiage which removes this limitation but still contains language which states the employee must be the primary caregiver and the person needing care must be an immediate family member. It also defines "immediate family member".

**ACTION:** Motion made by Commissioner Tharpe, seconded by Vice Mayor Jones to approve the Resolution to add a leave donations policy and to change the sick leave policy of the City of Paris Personnel Policy.

## RESOLUTION NO. 1642

WHEREAS, The City of Paris, Tennessee, has adopted Personnel Rules and Regulations effective April 6, 1994; and,

WHEREAS, Paris Municipal Code 1-503 specifies that amendments to said Personnel Rules and Regulations shall be adopted by the Board of Commissioners of the City of Paris, Tennessee by Resolution before they shall have full force and effect; and,

WHEREAS, The City Manager of the City of Paris, Tennessee has recommended to the Board of Commissioners of the City of Paris, Tennessee that said Personnel Rules and Regulations be amended as follows:

A. By deleting **IV. COMPENSATION AND BENEFITS** M. Sick Leave 5. in its entirety and substituting the following therefore:

5. Sick leave may be used when an employee is the primary caregiver and it is absolutely necessary for an illness of a member of the employee's immediate family that requires the employee's personal care or attention. Immediate family shall be limited to the employee's spouse, children, grandchildren, daughter-in-law or son-in-law, the employee or spouse's parents or brothers and sisters, and any other member of the employee's immediate household.

B. By enacting following as **IV. COMPENSATION & BENEFITS**,

M.2 Leave Donation Policy

Donations of sick and/or vacation leave may be made to employees who are in "need." "Need" is defined to be any leave of absence that consists of 10 or more days of absence due to a specific medical condition or emergency. Leave donations may be made to employees in need under the following guidelines:

1. Employees will be asked if they would like to receive leave donations from fellow employees.
2. Employee in need must be depleted of all sick and vacation leave.
3. Exception: When leave maximums are calculated at the end of each year, if (a) you are over the maximum and (b) we have an employee who is on leave and is expected to run out of leave before he/she returns to work, you may donate your hours over the maximum at this time.
4. A memo will be sent to all departments informing employees of someone in need of sick leave.
5. Donations may be made by notifying Human Resources by phone or in person on or before the deadline stated on the memo.
6. Donations will be used on a first donated, first used basis and will be deducted from an employee's leave bank as needed per pay period.
7. Donations will remain anonymous.
8. Recipients of donated leave will be allowed to carry a donated leave balance of up to 40 hours upon their return to work if these donated hours need to be used for follow up care for medical condition that time was donated for.
9. The City Manager shall have the discretion to modify the strict application of this policy on a case by case basis in order to fairly and properly implement the intent of this policy.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Paris, Tennessee go on record as approving the amendments to the Personnel Rules and Regulations as follows:

A. By deleting **IV. COMPENSATION AND BENEFITS** M. Sick Leave 5. in its entirety and substituting the following therefore:

5. Sick leave may be used when an employee is the primary caregiver and it is absolutely necessary for an illness of a member of the employee's immediate family that requires the employee's personal care or attention. Immediate family shall be limited to the employee's spouse, children, grandchildren, daughter-in-law or son-in-law, the employee or spouse's parents or brothers and sisters, and any other member of the employee's immediate household.

B. By enacting following as **IV. COMPENSATION & BENEFITS**

M.2 Leave Donation Policy

Donations of sick and/or vacation leave may be made to employees who are in "need." "Need" is defined to be any leave of absence that consists of 10 or more days of absence due to a specific medical condition or emergency. Leave donations may be made to employees in need under the following guidelines:

1. Employees will be asked if they would like to receive leave donations from fellow employees.
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3. Exception: When leave maximums are calculated at the end of each year, if (a) you are over the maximum and (b) we have an employee who is on leave and is expected to run out of leave before he/she returns to work, you may donate your hours over the maximum at this time.
4. A memo will be sent to all departments informing employees of someone in need of sick leave.
5. Donations may be made by notifying Human Resources by phone or in person on or before the deadline stated on the memo.
6. Donations will be used on a first donated, first used basis and will be deducted from an employee's leave bank as needed per pay period.
7. Donations will remain anonymous.
8. Recipients of donated leave will be allowed to carry a donated leave balance of up to 40 hours upon their return to work if these donated hours need to be used for follow up care for medical condition that time was donated for.
9. The City Manager shall have the discretion to modify the strict application of this policy on a case by case basis in order to fairly and properly implement the intent of this policy.

This Resolution shall become a part of and be spread upon the minutes of this meeting of the Board of Commissioners of the City of Paris, Tennessee.

Unanimously adopted, this the 7th day of May, 2020.

/s Carlton Gerrell  
Mayor

/s Traci Shannon  
Finance Director

ATTESTED:

/s M.J. Stancook

**NEW BUSINESS AGENDA ITEM NO. 7: Resolution Authorizing the Formation of the Paris Utility Authority**

**DISCUSSION:** Mr. Terry Wimberley, General Manager of the Board of Public Utilities, was on hand to present a Resolution to authorize the formation of the Paris Utility Authority. Mr. Wimberley and the Paris BPU Board of Commissioners has been investigating the feasibility of forming a Utility Authority for several months now. The benefits for the BPU as well as the City of Paris have been found to be well worth the effort to move forward with this formation. The Paris BPU Board passed a resolution to recommend to the Paris City Commission they form the Paris Utility Authority. The Resolution below and attached Exhibits, submitted for consideration of the City Commission, lay out the terms and conditions of this formation.

Mr. Wimberley presented a timeline to form a Paris Utility Authority.

City Manager stated that one of the reasons for the July 1 timeline for the Paris Utility Authority to become fully operative is because that is the beginning of the fiscal year for the City of Paris and if we don't meet that date then there will be a lot of budget work that would have to be done to tie BPU in with the City which is always challenging for the City of Paris. Ms. Foster spoke of the great relationship of both entities and how each work together to help one another. Ms. Foster stated she has been in full support of this move. Ms. Foster feels this will be a positive move for the City of Paris especially when debt is issued because there is a cap on the amount of Qualified Bonds that can be issued per year.

City Attorney Fred McLean pointed out a concern in the Certificate of Incorporation with regard to the manner in which the board is appointed. Attorney Mclean explained the legality of why it would be a good idea to change the way the board is appointed that will not hold the City liable. Mr. Mclean stated that if the City retains the power of appointment, it could be argued that the City is still exercising control over the BPU Board.

**ACTION:** After a brief discussion, Attorney McLean made the recommendation to follow the statute and to revise paragraph five (5), sections b, c and d of the Certificate of Incorporation. Attorney McLean asked the Commission to give clearance for he and the attorneys involved to add the language that closely tracks the statute so that they can revise the Charter and the Commission can approve the new language that follows the statute as written at the Special Called Meeting which is scheduled for Thursday, May 14, 2020. During the Special Called Meeting, the Resolution will be presented to the Commission for approval and approval to allow the Mayor the authority to execute the Charter Application so that Mr. Wimberley can electronically process the documents through the Secretary of State office the following morning. The Commission agreed to recommendations of the City Attorney.

**VOTE:** N/A



**STATUS OF VARIOUS PROJECTS  
MAY 2020**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	<b>NOTES</b>
HOME Grant	Morris/Foster	2022 (if awarded)	As previously noted, we have submitted an application for the 2020 round of HOME grants in the amount of \$500,000. The NWTDD will again be the administrator if we are awarded. Award announcements are expected in May.
Back Alley Paris	Foster/Morris/Ray(DPA)	June 2020	Dan Knowles has completed the panels which feature E.W. Grove and his contributions to Paris and Henry County. The panels are being stored in Dan's studio until a convenient time to erect them and have a ribbon cutting. The current COVID 19 pandemic has the completion of this project in limbo.
TN ECD Façade Grant	Foster/Morris	Spring 2020	The last project to be completed is the new signage for Jack Jones which may be complete by the end of the week. We were able to successfully use all \$100,000 in grant money to fund 13 projects!
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Spring 2021	TLM has completed preliminary design. Final SDC document (streamlined document checklist) for NEPA was submitted to TDOT in January and comments were received back from them on Feb. 20. TLM addressed the comments and sent SDC documents back to TDOT for review on 3/4/20. Per TDOT, the documents are in their que for review. With most state employees working remotely everything is going very slowly. The informational meeting we had planned to host on March 24 has been postponed indefinitely.
2018 LPRF Grant for Splash pad	Foster/Lawrence/Morris	May 2020	Work on the splash pad has ramped up significantly in the past few week. The exteriors of the filter and bathroom buildings are complete with the exception of some paint. Work will continue next on the interiors. The wet deck for the small child area has been poured and features installed. The wet deck for the larger area was to be poured and features installed there this week. Anticipated completion for Great Southern's portion of the project is mid-May. The next steps will be to pour the dry deck and work on erection of the pavilions and shade sails.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Undetermined	NEPA process continues. Received a positive response from the Historical Commission. The only response left to receive is from the Native American Council. Per a follow-up with TDOT on 4/06 it could another 30 days before a response is received.
Rison St Bridge Replacement	Foster/Morris	Fall 2021	The NEPA process continues. We are now only waiting on NAC approval to complete the initial NEPA steps. TDOT is touching base with them.
2019 Tourism Enhancement Grant for Eiffel Tower Upgrades	Foster/Morris/Lawrence	Spring 2020	Sign options are still being evaluated. Paving will not be done until after the splash pad is complete and we don't have to worry about heavy equipment damaging newly laid pavement.
2019 Multimodal Access Grant	Foster/ Morris	Spring 2022 (if awarded)	We received notification on March 24 that we were awarded a grant in the amount of \$950,000 in this round! Hurray!! TLM will be the grant administrator and has initiated the contract process with TDOT.
2020 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster/Morris	Spring 2022 (if awarded)	Application was submitted at the first of October. Announcement of grant recipients is expected this summer.

City Manager Kim Foster gave an update on the ongoing various projects. The updates are as follows:

- City of Paris was awarded the Multimodal Grant (downtown signalization)
- TA Grant 2018 (sidewalk project for Patriot/Wilson is in the NEPA phase. We are Waiting for Notice to Proceed.
- TA Grant 2020 – not awarded (this was project for sidewalks E. Wood St to Royal Oak to Lone Oak
- Hiring Freeze in place at this time
- Thermometers – employees temperature checked daily prior to start of their shift.
- Special Called Meeting – Thursday, May 14, 2020 @ 5:00 p.m.

- Applications to be accepted for Assistant Chief of Police (there are three candidates. Looking to hire by July 1.  
Budget Meeting date set for May 20 at 8:00 a.m. (Breakfast will be served)

**Motion to Adjourn:** Commissioner Tharpe made a motion, seconded by Vice Mayor Jones to adjourn at 6:21 p.m.

/s Carlton Gerrell  
Mayor

/s Traci Shannon  
Finance Director