

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



JACKIE JONES, VICE-MAYOR
GAYLE GRIFFITH, COMMISSIONER
SAM THARPE, COMMISSIONER
JOHN ETHERIDGE, COMMISSIONER

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

**CITY HALL COURTROOM
January 13, 2022
5:00 P.M.**

"REVISED"

Call to Order: Carlton Gerrell, City Mayor

Roll Call: Traci Shannon, Finance Director

Pledge of Allegiance and Prayer

Approval of the Minutes of Previous Meetings: Regular Meeting – December 2, 2021

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: None

OLD BUSINESS

- 1.) None

NEW BUSINESS

- 1.) **Financial Update:** Traci Shannon, Finance Director
- 2.) **Appointments to Boards:** Carlton Gerrell, City Mayor
- 3.) **Henry Co-Paris Bicentennial Update:** Carl Holder, Bicentennial Committee Chairman
- 4.) **Review of Recommended Bidder for 2018 TA Project:** Kim Foster, City Manager
- 5.) **Review of the COP Debt Policy and Approval of Updates:** Kim Foster, City Manager
- 6.) **Request To Acquire Undeveloped Alley on Whitehall Circle:** Kim Foster, City Manager

Status of Various Projects

Adjournment

**NEW BUSINESS
AGENDA ITEM NO.1
Financial Update**

Narrative to November 2021 Operating Statement

Our retail sales tax revenue has increased each month for the last year and a half. The month of October reflected an 11.48% increase, and we are ahead 8.03% for our fiscal year-to-date.

Revenues were behind expenditures in the General Fund for the month of November and for the fiscal year-to-date. We had a large expense in the amount of \$670K for the cost of asphalt and material for street repairs and the City Hall parking lot.

Our Landfill fund shows a large deficit this month due to the purchase of property off Jones Bend Rd. Henry County will be reimbursing us half the cost of the property (one installment this fiscal year and the final installment next fiscal year).

Other Business:

Personnel changes in November:

New Employees (1): One full time (Mechanic)

Resignations (1): One full time (Mechanic)

We issued four business licenses in November:

New Business (3): Eclectic Abby Vintage, Ed's Handywork, American Honey Mercantile

New Owner (1): The Diamond Parillettes

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

| | FY2017 | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | % Incr(Decr) |
|-------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|---------------------------|-----------------|
| JULY | \$748,999 | \$791,918 | \$787,901 | \$802,267 | \$898,979 | \$951,793 | 5.87% |
| AUGUST | \$738,171 | \$775,581 | \$790,533 | \$799,378 | \$843,541 | \$895,516 | 6.16% |
| SEPTEMBER | \$791,866 | \$812,873 | \$774,425 | \$797,992 | \$888,921 | \$965,256 | 8.59% |
| OCTOBER | \$732,345 | \$777,777 | \$761,812 | \$761,453 | \$873,733 | \$974,047 | 11.48% |
| NOVEMBER | \$770,351 | \$821,637 | \$809,116 | \$807,105 | \$874,641 | | |
| DECEMBER | \$999,663 | \$927,868 | \$960,027 | \$957,286 | \$1,097,412 | | |
| JANUARY | \$674,764 | \$689,391 | \$665,013 | \$713,906 | \$844,826 | | |
| FEBRUARY | \$684,426 | \$697,202 | \$704,313 | \$727,380 | \$719,938 | | |
| MARCH | \$840,859 | \$840,412 | \$877,659 | \$840,175 | \$1,101,592 | | |
| APRIL | \$792,642 | \$774,320 | \$849,875 | \$865,360 | \$1,040,359 | | |
| MAY | \$796,500 | \$840,600 | \$863,697 | \$949,140 | \$1,005,346 | | |
| JUNE | \$871,656 | \$849,365 | \$873,145 | \$966,861 | \$1,013,926 | | |
| TOTAL | <u>\$9,442,243</u> | <u>\$9,598,946</u> | <u>\$9,717,515</u> | <u>\$9,988,303</u> | <u>\$11,203,215</u> | <u>\$3,786,611</u> | |
| Previous YTD % Increase/Decrease | 2.52% | 1.66% | 1.24% | 2.79% | 12.16% | 8.03% | |

MONTHLY OPERATING STATEMENT
November 2021

| REVENUES | <u>Annual Budget</u> | <u>Current Month</u> | <u>Yr to Date</u> | <u>Percent Realized</u> |
|-----------------------------------|----------------------|----------------------|-------------------|-------------------------|
| Property Taxes | 1,702,000 | 150,523 | 383,143 | 22.51% |
| Local Option Sales Tax | 5,135,950 | 475,367 | 2,377,626 | 46.29% |
| Wholesale Liquor / Beer | 800,000 | 72,111 | 405,638 | 50.70% |
| Business Tax | 375,000 | 12,980 | 34,497 | 9.20% |
| Fees & Licenses | 163,500 | 34,182 | 75,048 | 45.90% |
| In Lieu Payments | 880,250 | 87,906 | 360,287 | 40.93% |
| Grants | 2,231,600 | 0 | 130,893 | 5.87% |
| State Shared taxes | 1,529,500 | 132,634 | 710,108 | 46.43% |
| All Other | 1,699,850 | 104,688 | 819,889 | 48.23% |
| Total General Fund Revenue | 14,517,650 | 1,070,391 | 5,297,129 | 36.49% |
| Solid Waste Collection - BPU | 1,225,000 | 106,050.73 | 522,238 | 42.63% |
| Solid Waste Disposal - Transfer | 350,000 | 33,379 | 172,625 | 49.32% |
| Other Revenue | 400 | 30,213 | 30,421 | 7605.37% |
| Total Sanitation | 1,575,400 | 169,643 | 725,284 | 46.04% |
| Gate Receipts - Brush & Debris | 130,000 | 14,605 | 68,758 | 52.89% |
| County Share Operating Exp | 35,000 | 0 | 0 | 0.00% |
| Gate Receipts - Tires | 5,000 | 1,084 | 3,910 | 78.20% |
| Other Revenue | 30,500 | 264 | 31,326 | 102.71% |
| Total Landfill | 200,500 | 15,954 | 103,994 | 51.87% |
| Total Drug Fund | 60,050 | 2,877 | 15,676 | 26.11% |
| TOTAL REVENUES | 16,353,600 | 1,258,866 | 6,142,084 | 37.56% |

| EXPENDITURES | <u>Annual Budget</u> | <u>Current Month</u> | <u>Yr to Date</u> | <u>Percent Realized</u> |
|----------------------------------|----------------------|----------------------|-------------------|-------------------------|
| Grants & Donations | 261,622 | 392 | 53,958 | 20.62% |
| General Administration | 390,037 | 30,834 | 178,577 | 45.78% |
| Economic Development | 159,592 | 12,528 | 61,421 | 38.49% |
| Elections | 0 | 0 | 0 | #DIV/0! |
| Financial Administration | 323,659 | 18,205 | 140,835 | 43.51% |
| City Hall Building | 99,718 | 6,478 | 45,036 | 45.16% |
| Police Department | 2,187,535 | 154,454 | 825,481 | 37.74% |
| Emergency Communications | 722,210 | 59,285 | 282,699 | 39.14% |
| Fire Department | 1,884,160 | 139,331 | 876,371 | 46.51% |
| Building Inspection | 112,714 | 5,455 | 37,057 | 32.88% |
| Street Maintenance | 1,821,352 | 113,168 | 793,106 | 43.54% |
| State Street Aid | 700,000 | 612,602 | 639,724 | 91.39% |
| Storm Water Management | 74,270 | 2,261 | 14,075 | 18.95% |
| Street Lighting | 95,800 | 5,165 | 36,242 | 37.83% |
| City Garage | 320,183 | 18,898 | 116,746 | 36.46% |
| Cemetery Maintenance | 66,800 | 4,500 | 38,100 | 57.04% |
| Health & Animal Control | 177,219 | 14,487 | 70,668 | 39.88% |
| Civic Center | 676,021 | 54,407 | 265,055 | 39.21% |
| Parks & Recreation | 1,082,648 | 62,405 | 566,966 | 52.37% |
| Library | 171,487 | 28,581 | 85,743 | 50.00% |
| Community Development | 2,725,100 | 86,228 | 183,190 | 6.72% |
| Debt Service | 803,295 | 18,173 | 166,722 | 20.75% |
| General Fund Expenditures | 14,855,422 | 1,447,836 | 5,477,773 | 36.87% |
| Sanitation Collection | 1,356,706 | 78,046 | 416,096 | 30.67% |
| Contractual Services | 630,000 | 58,247 | 302,263 | 47.98% |
| Total Sanitation | 1,986,706 | 136,293 | 718,359 | 36.16% |

| <u>REVENUES OVER / (UNDER) EXPENDITURES</u> | <u>Current Month</u> | <u>Yr to Date</u> |
|--|-----------------------------|--------------------------|
| General Fund | (377,445) | (180,645) |
| Sanitation | 33,350 | 6,925 |
| Landfill | (94,194) | (69,917) |
| Drug Fund | (17,574) | (29,509) |

NEW BUSINESS
AGENDA ITEM NO. 2
Appointments of Boards

No appointments to boards.

NEW BUSINESS
AGENDA ITEM NO. 3
Henry-Co Paris Bicentennial Update

Carl Holder, Bicentennial Committee Chairman, will present a recap of the committee's activities to date, their plans moving forward and will answer any questions you may have.

Henry County-Paris Bicentennial Committee
Finance and Activities Report for 2021

The Bicentennial activities will be reviewed by ATA as a part of the Heritage Center's Annual Financial Review, as a separate program activity.

REVENUES

| GENERAL | | BOOK SALES | |
|-----------------------|----------------|-----------------------------------|----------|
| City of Paris | \$7500 | Individuals | \$12,281 |
| Henry County | 2500 | | |
| Helping Hands | 1500 | (124 family history submissions) | |
| Project Round-up | 2000 | (165 books) | |
| Merchandise | 1009 | (Will begin ad sales in January) | |
| Donation (individual) | 100 | | |
| DPA | 500 | | |
| TOTAL | \$15009 | | |

Appropriated

| | |
|--------------|-------------------------|
| TRRA | 2500 |
| Helping Hand | 1500* (prelim estimate) |
| City | 5000 |
| TOTAL | \$9000 |

EXPENDITURES

(Covered by general fund)

| | |
|--------------------|---------------|
| Brown Sign Co. | \$792 |
| Float materials | 1349 |
| Abbott banners | 650 |
| Merchandise | 3714 |
| Adm (mailbox, etc) | 172 |
| Radio | 400 |
| Alive Magazine | 600 |
| TOTAL | \$7677 |

Activities Schedule for 2022



Heritage Center Lunch Programs featuring our smaller communities
Including Cottage Grove, Henry, Buchanan, Puryear, and others.

Music from the Motherland Musical 2/20

HAPNA-Bicentennial Gardens Project

Arts Council Fiction Writing contest-with historical theme; special category
of annual Arts Show

School Systems contests and programs

All County All-Star Orchestra Program

KPAC Video of County

The Valentine Banasiewicz's County-wide Scavenger Hunt

Tyson Soldier memorial dedication

1820's Sports Day/ LBL exhibits

Henry County Fair Programs include time capsule, luncheon,
And other activities

200 People and Events

African American Quilt Exhibition (Major production) featuring the
Hartzfield Quilt Collection and Bryant Collection Pieces

NEW BUSINESS
AGENDA ITEM NO. 4
Review of Recommended Bidder for 2018 TA Project

We held a bid opening on December 14 for a contractor for the Wilson / Patriot Streets sidewalk project. We had three contractors submit bids. The following letter summarizes the three bids and recommends the contract be awarded to the low bidder, Martin Paving Company. If the Commission approves the recommendation the next step will be to submit the results and award to TDOT for approval.



December 15, 2021

City of Paris
100 North Caldwell
Paris, TN 38242

Attn: Mayor Carlton Gerrell

Re: Recommendation to Award
Wilson Street Pedestrian Access
TLM Project No. J-5762

Dear: Mr. Gerrell,

The bids received on December 14, 2021, for the above-referenced project are listed below in ascending order.

| <u>Contractor</u> | <u>Base Bid</u> |
|------------------------------|---------------------|
| Martin Paving Company | \$652,462.40 |
| Graves & Graves Construction | \$843,212.15 |
| Nsite, Inc. | \$844,426.30 |

Based upon the bids and information received, Martin Paving Company is the lowest responsible and responsive bidder. It is our recommendation that the bid contract for this project be awarded to Martin Paving Company located at 546 US Hwy. 45 E. South, Medina, TN 38355 in the amount of Six Hundred fifty-two thousand, four hundred sixty-two dollars and forty cents (\$652,462.40), contingent upon review by the City of Paris, TN.

Please contact me with any questions regarding this matter.

Sincerely,

TLM ASSOCIATES, INC.
Architects + Engineers

A handwritten signature in blue ink that reads 'Robert J. Safin'.

Robert J. Safin, P.E.
Principal

NEW BUSINESS
AGENDA ITEM NO. 5
Review of the COP Debt Policy and Approval of Updates

The Comptroller strongly suggests review of your debt policy every three years. It has been several years since we've done this. The following updated policy reflects changes made after reviewing our current policy and comparing it to the MTAS model policy containing the Comptroller's recommendations. Fred has also reviewed the updated version.

Below you will find the updated version, presented for your review and comment. Additions are highlighted in red.

City of Paris, Tennessee

Debt Management Policy

The purpose of this debt policy is to establish a set of parameters by which debt obligations will be undertaken by the City of Paris, Tennessee. This policy reinforces the commitment of the City and its officials to manage the financial affairs of the City so as to minimize risks, avoid conflicts of interest and ensure transparency while still meeting the capital needs of the City.

Definition of Debt: All obligations of the City to repay, with or without interest, in installments and/or at a later date, some amount of money utilized for the purchase, construction, or operation of City resources. This includes but is not limited to notes, bond issues, capital leases, and loans of any type.

Approval of Debt: Bond anticipation notes, capital outlay notes, grant anticipation notes, and tax and revenue anticipation notes will be submitted to the State of Tennessee Comptroller's Office and the City Commission prior to issuance or entering into the obligation. A plan for refunding debt issues will also be submitted to the Comptroller's Office prior to issuance. Capital or equipment leases may be entered into by the City Commission; however, details on the lease agreement will be forwarded to the Comptroller's Office on the specified form within 45 days.

Transparency:

- The City shall comply with legal requirements for notice and for public meetings related to debt issuance.
- All notices shall be posted in the customary and required posting locations, including as required local newspapers, bulletin boards, and websites.
- All costs (including principal, interest, issuance, continuing, and one-time) shall be clearly presented and disclosed to the citizens, City Commission, and other stakeholders in a timely manner.
- The terms and life of each debt issue shall be clearly presented and disclosed to the citizens/members, City Commission, and other stakeholders in a timely manner.
- A debt service schedule outlining the rate of retirement for the principal amount shall be clearly presented and disclosed to the citizens/members, City Commission, and other stakeholders in a timely manner.

Role of Debt:

- Long-term debt shall not be used to finance current operations. Long-term debt may be used for capital purchases or construction identified through the capital improvement, regional development, transportation, or master process or plan. Short-term debt may be used for certain projects and equipment financing as well as for operational borrowing; however, the City will minimize the use of short-term cash flow borrowings by maintaining adequate working capital and close budget management.
- In accordance with Generally Accepted Accounting Principles and state law,
 1. The maturity of the underlying debt will not be more than the useful life of the assets purchased or built with the debt, not to exceed 30 years; however, an exception may be made with respect to federally sponsored loans, provided such an exception is consistent with law and accepted practices.
 2. Debt issued for operating expenses must be repaid within the same fiscal year of issuance or incurrence.

Types and Limits of Debt:

- The City will seek to limit total outstanding debt obligations to 8% or less of total assessed property value, excluding overlapping debt, enterprise debt, and revenue debt.
- The limitation on total outstanding debt must be reviewed prior to the issuance of any new debt.
- The City's total outstanding debt obligation will be monitored and reported to the City Commission by the Finance Director on a yearly basis during budget preparation. The Finance Director shall monitor the maturities and terms and conditions of all obligations to ensure compliance and shall also report to the City Commission any matter that adversely affects the credit or financial integrity of the City.
- The City will seek to structure debt with level or declining debt service payments over the life of each individual bond issue or loan.
- As a rule, the City will not backload, use "wrap-around" techniques, balloon payments or other exotic formats to pursue the financing of projects. When refunding opportunities, natural disasters, other non-general fund revenues, or other external factors occur, the City may utilize non-level debt methods. However, the use of such methods must be thoroughly discussed in a public meeting and the mayor and governing body must determine such use is justified and in the best interest of the city.
- The City may use capital leases to finance short-term projects.

Use of Variable Rate Debt:

- The City recognizes the value of variable rate debt obligations and that cities have greatly benefitted from the use of variable rate debt in the financing of needed infrastructure and capital improvements.
- However, the City also recognizes there are inherent risks associated with the use of variable rate debt and will implement steps to mitigate these risks; including:
 1. The City will annually include in its budget an interest rate assumption for any outstanding variable rate debt that takes market fluctuations affecting the rate of interest into consideration.
 2. Prior to entering into any variable rate debt obligation that is backed by insurance and secured by a liquidity provider, the City Commission shall be informed of the potential effect on rates as well as any additional costs that might be incurred should the insurance fail.
 3. Prior to entering into any variable rate debt obligation that is backed by a letter of credit provider, the City Commission shall be informed of the potential effect on rates as well as any additional costs that might be incurred should the letter of credit fail.
 4. Prior to entering into any variable rate debt obligation, the City Commission will be informed of any terms, conditions, fees, or other costs associated with the prepayment of variable rate debt obligations.
 5. The City shall consult with persons familiar with the arbitrage rules to determine applicability, legal responsibility, and potential consequences associated with any variable rate debt obligation.

Costs of Debt:

- All costs associated with the initial issuance or incurrence of debt, management and repayment of debt (including interest, principal, and fees or charges) shall be disclosed

prior to action by the City Council in accordance with the notice requirements stated above.

- In cases of variable interest or non-specified costs, detailed explanation of the assumptions shall be provided along with the complete estimate of total costs anticipated to be incurred as part of the debt issue.
- Costs related to the repayment of debt, including liabilities for future years, shall be provided in context of the annual budgets from which such payments will be funded (i.e., General Obligations bonds in context of the General Fund).

Refinancing Outstanding Debt:

- The City will refund debt when it is in the best financial interest of the City to do so, and the Chief Financial Officer shall have the responsibility to analyze outstanding bond issues for refunding opportunities. The decision to refinance must be explicitly approved by the governing body, and all plans for current or advance refunding of debt must be in compliance with state laws and regulations.
- The Chief Financial Officer will consider the following issues when analyzing possible refunding opportunities:
 1. Onerous Restrictions – Debt may be refinanced to eliminate onerous or restrictive covenants contained in existing debt documents, or to take advantage of changing financial conditions or interest rates.
 2. Restructuring for Economic Purposes – The City will refund debt when it is in the best financial interest of the City to do so. Such refunding may include restructuring to meet unanticipated revenue expectations, achieve cost savings, mitigate irregular debt service payments, or to release reserve funds. Current refunding opportunities may be considered by the Chief Financial Officer if the refunding generates positive present value savings, and the Chief Financial Officer must establish a minimum present value savings threshold for any refinancing.
 3. Term of Refunding Issues – The City will refund bonds within the term of the originally issued debt. However, the Chief Financial Officer may consider maturity extension, when necessary to achieve a desired outcome, provided such extension is legally permissible. The Chief Financial Officer may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful life of the financed facility and the concept of inter-generational equity should guide this decision.
 4. Escrow Structuring – The City shall utilize the least costly securities available in structuring refunding escrows. Under no circumstances shall an underwriter, agent or financial advisor sell escrow securities to the City from its own account.
 5. Arbitrage – The City shall consult with persons familiar with the arbitrage rules to determine applicability, legal responsibility, and potential consequences associated with any refunding.

Professional Services:

The City shall require all professionals engaged in the process of issuing debt to clearly disclose all compensation and consideration received related to services provided in the debt issuance process by both the City and the lender or conduit issuer, if any. This includes "soft" costs or compensations in lieu of direct payments.

- Counsel: The City shall enter into an engagement letter agreement with each lawyer or law firm representing the City in a debt transaction. (No engagement letter is required

for any lawyer who is an employee of the City or lawyer or law firm which is under a general appointment or contract to serve as counsel to the City. The City does not need an engagement letter with counsel not representing the City, such as underwriters' counsel.)

- **Financial Advisor:** (If the City chooses to hire financial advisors) The City shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions.
 - Whether in a competitive sale or negotiated sale, the financial advisor shall not be permitted to bid on, privately place or underwrite an issue for which they are or have been providing advisory services for the issuance or broker any other debt transactions for the City.
- **Underwriter:** (If there is an underwriter) The City shall require the Underwriter to clearly identify itself in writing (e.g., in a response to a request for proposals or in promotional materials provided to an issuer) as an underwriter and not as a financial advisor from the earliest stages of its relationship with the City with respect to that issue. The Underwriter must clarify its primary role as a purchaser of securities in an arm's-length commercial transaction and that it has financial and other interests that differ from those of the Entity. The Underwriter in a publicly offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the (governing body or designated City official) in advance of the pricing of the debt.

Conflicts:

- Professionals involved in a debt transaction hired or compensated by the City shall be required to disclose to the City existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, liquidity or credit enhancement provider, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the City to appreciate the significance of the relationships.
- Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

Compliance:

The Director of Finance is responsible for ensuring compliance with this policy.

TCA References: TCA 7, Part 9 – Contracts, Leases, and Lease Purchase Agreements

TCA 9, Part 21 – Local Government Public Obligations Law

Note: An amendment to the City's debt management policy was made to clarify that variable rate borrowing is permissible. (08-08-12)

NEW BUSINESS
AGENDA ITEM NO. 6
Request To Acquire Undeveloped Alley on Whitehall Circle

The City has received a request from Mr. Gene McWherter of 409 Whitehall Circle to acquire the undeveloped alley adjacent to his property. His letter of request, submitted by his daughter Janet Bomar who has Power of Attorney for Mr. McWherter, is included below.

According to procedure found in the Paris Municipal Code, the City Commission should forward this request to the Planning Commission for recommendation.

January 5, 2022

City Manager
Kim Foster
100 North Caldwell Street
P.O. Box 970
Paris, TN 38242

RE: 409 Whitehall Circle / Map 106H Group H Parcel 046.00

Dear Mrs. Kim Foster:

This is a request to the City of Paris to deed the alley way that adjoins my property and the driveway that I currently use with 409 Whitehall Circle, Paris, Tennessee. I am currently the only property owner that uses this as a driveway. I have owned this property since 1995 and I have not seen anyone else use this as an alley way.

Please contact me at 731-336-1544 if you have any questions, concerning this request. I appreciate your help and consideration.

Sincerely,

Gene McWherter
Janet Bomar POA

Gene McWherter
Janet Bomar POA
409 Whitehall Circle
Paris, TN 38242



STATUS OF VARIOUS PROJECTS
January 2021

| | PRIMARY STAFF | TARGET COMPLETION DATE(S) | |
|---|-----------------------------|----------------------------------|--|
| HOME Grant | Morris/Foster | 2023 | The environmental information on the first four homes has been submitted to THDA for approval. Once approval has been received initial home inspections will be scheduled. |
| Back Alley Paris | Foster/Morris/ Ray (DPA) | June 2022 | We received the first 40% of our award. Dan Knowles is now working on the design which will commemorate the first 100 years of our community history. |
| TA Grant for Sidewalks along Wilson & Patriot | Foster/Morris | Fall 2022 | Bids were opened on December 14 with Martin Paving Co. being the low bidder. Upon Commission approval of award a Bid Concurrence Package will be sent to TDOT for approval. |
| 2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown | Foster/Morris | Fall 2022 | TDOT has requested funds from US DOT to be allocated for this project. Once that allocation has been made we will receive Notice to Proceed to design. TLM is still looking at Wood Street corners that TDOT did not address during the recent paving project to see if anything can be done to make these corners ADA compliant. Work is still underway on preliminary plans. |
| Rison St Bridge Replacement | Foster/Morris | Summer 2023 | We are waiting for funds to be allocated. Once they are we should receive Notice to Proceed to design. Since funds for this project and the STBG project are federal funds, this process may take a while. |
| 2019 Multimodal Access Grant for 4 Downtown Intersections | Foster/ Morris | Fall 2022 | We have received responses from all agencies except TWRA, USFWS and Historic. Historic anticipated having their signed response ready in mid-December, but as of 12/29 had still not responded. TLM and signal designer working on adjustments of pole and pedestal placement. They will revise the budget once signal adjustments are complete. Meeting regarding signal timing/phasing to be scheduled with us once project is out of NEPA phase. Work on preliminary plans continues. |
| 2021 Multimodal Access Grant | Foster/Morris | Summer 2024 (if awarded) | We submitted an application in October to upgrade the Tyson/Mineral Wells/Veterans intersection with ADA compliant corners and crossings, add ped signals and striping and to construct a sidewalk along Tyson from the intersection to the UT Extension Office. Award announcements are expected in February. |
| 2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak | Foster | Winter of 2024 (if awarded) | We submitted our application. Award announcements are expected in the summer. |
| ARPA Funds | Foster/Morris/ Shannon | December 2026 | We received our FY '22 allotment on 11/01/21 in the amount of \$1,491,875. Jennifer and Traci are watching the weekly webinars created by the TN Dept. of Finance to keep us abreast of rules, expectations, and developments. |
| Downtown Improvement Grant | Morris/Crouch/Foster | Spring 2024 | After compiling the scoring on all applications and evaluating the results with the review committee, the top 16 projects have been identified. The next step will be to request the applicants submit firm quotes for projects under \$10,000 and bid projects over \$10,000. We will be executing contracts with applicants during January. |

Notes from the City Manager

The following information has been provided by Bob Safin, PE, TLM Associates, regarding the city-wide drainage study we are looking to use our ARPA money to fund.

Kim:

As we discussed, we are proposing that the scope of work for the citywide drainage study include the following items:

1. A study of the entire City of Paris with drainage basins being defined, acreage determined and problem areas noted.
2. A complete study of existing facilities with locations and sizes being determined in the field.
This includes GIS mapping of the existing stormwater piping system.
3. Projection of existing needs with existing systems being considered.
4. Consideration of areas where regional detention ponds could be installed to mitigate flooding and associated erosion.
5. Cost estimates of needed construction with items ranked by priority.
6. Development of system maps showing existing and proposed drainage system components.

Ball Park cost figure would be \$125k to \$135k.

Bob Safin, PE
Principal, Civil Engineer



If the Commission still desires to use ARPA funds for this study, as well as recommended drainage projects resulting from the study, our next step will be to submit a Spending Plan to the consultants working with the State so they can review and give us feedback. If this is deemed to be an acceptable use of funds (and I certainly anticipate it will be), Mr. Safin thinks it will take 10 – 12 months to complete this study.