

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



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

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

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**Paris Henry County Chamber of Commerce  
February 1, 2018  
5:00 P.M.**

**REGULAR MEETING**

**Call to Order:** Carlton Gerrell, Mayor

**Roll Call:** Traci Shannon, Finance Director

**Pledge of Allegiance and Prayer**

**Approval of the Minutes of Previous Meetings:** Regular Meeting – January 4, 2018

**Board Will Hear Comments from Citizens**

**Board Will Hear Comments from the Commission**

**Service Resolutions and Proclamations:** None

**OLD BUSINESS**

**1.) Proposed Ordinance to Amend 2-206 regarding Restrictions on Licenses:**  
Kim Foster, City Manager

**NEW BUSINESS**

- 1. Financial Update:** Traci Shannon, Finance Director
- 2. Appointments to Boards:** Carlton Gerrell

3. **Audit Presentation by ATA:** Matt Wood, CPA, Alexander, Thompson, Arnold
4. **Proposed Ordinance 2-201 regarding the Number of Members of the Alcoholic Beverage Control Board:** Kim Foster, City Manager
5. **Proposed Resolution to Amend the Police Department Rules and Procedures Manual by adding a Policy Regarding Employment Reimbursement:** Kim Foster, City Manager
6. **Certificate of Compliance for Walmart:** Kim Foster, City Manager
7. **Proposed Ordinance to amend 1-206 and 6-613 of the Paris Municipal Code Regarding an Increase to the Purchase Amount Requiring Bids:** Kim Foster, City Manager
8. **Discussion of Instituting a Cemetery Policy:** Tony Lawrence, Parks & Recreation Director

**Various Projects Updates:** Kim Foster, City Manager

## **Adjournment**

**OLD BUSINESS**  
**AGENDA ITEM NO. 1**  
**Proposed Ordinance to Amend 2-206 regarding Restrictions on Licenses**  
**(First Reading)**

Periodically the topic of restrictions currently associated with our beer licenses for potential businesses in close proximity (150 feet or less) to a church, school, public playground, or park is discussed and debated among staff. Usually it is revisited when we think there is a possibility of a restaurant in our downtown. Because of the mixed use of our downtown which includes several churches and a park, the restrictions on our beer license relating to proximity seem counterproductive to our desire for a restaurant in our downtown. Staff is proposing for your consideration a change to our current ordinance which would remove the proximity restriction for **restaurants only**.

Last month this ordinance was referred to the Alcoholic Beverage Control Board for their recommendation. As requested, the ABC Board reviewed the proposed change at their regular meeting on January 18. After discussion they unanimously passed a motion to recommend passage of the ordinance with

one change, they feel the proximity restriction should be lifted for restaurants in ALL City zones, not just the B-2 zone. They felt that by making the change only effective in the B-2 zone it would be perceived as showing favoritism to downtown.

**ORDINANCE NO.** \_\_\_\_\_

AN ORDINANCE to Amend 2-206. **Restrictions on Licenses.** 9 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 2-206. **Restrictions on Licenses.** 9 of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

9. An applicant whose place of business is one hundred fifty (150) feet or less from a church, school, public playground, or park. This distance is to be measured in a straight line from the closest point from building to building, or in the case of a public playground or park, from the closest point of the applicant's building to the closest point in the nearest property line of the public playground or park. Provided, however, in the B-2 Zone as shown on the zoning map of the City of Paris, the provisions of this section shall not apply to any licensed premises deriving fifty five percent (55%) of its gross revenue from non-alcohol related sales. For the purposes of this section, non-alcohol related sales shall be defined as the sale of food or non-alcoholic beverages. Non-alcohol related sales shall not include any admission fee, parking fee, cover charge, or other charge that must be paid for entry on or to the premises, or any fee or charge for any sales of commodities other than food or non-alcoholic beverages.

Provided further, however, that any business established prior to the effective date of this Ordinance may be continued. When a business not conforming with the provisions of this section is discontinued or abandoned for a period of one hundred eighty (180) consecutive days, then no application for a business not in conformance with the provisions of this section shall thereafter be approved (Ord. # 559, 6/4/81; Ord. # 674, 1/7/88; Ord. # 749, 04/04/90; Ord. # \_\_\_\_\_, \_\_\_\_\_ / \_\_\_\_\_ / 18).

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.

Passed and adopted \_\_\_\_\_.

Passed and adopted \_\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Finance Director

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

Our retail sales have continued to show an increase. The month of November was up 7.87% compared to November of last year. The fiscal year to date has increased 6.43%.

At this point, we have completed half of our fiscal year and both our revenues and expenditures are slightly under our budgeted amount. Revenues exceeded expenditures for the month of December and also for the fiscal year to date in both the General Fund and Solid Waste.

Of course, December was our largest month so far for property tax collections. We have now collected close to half of the amount budgeted. We did not have any out of the ordinary expenses in December.

Other Business:

We hired 21 part-time employees (seasonal-PHCBL) in the month of December.  
We had one full-time resignation: Justin Harden (Patrolman)  
We had one retirement: Fred Reed (Fire Lieut.)

We issued 21 business licenses in December.  
Eight of which were renewals for the Minimal Activity License.  
The remaining 13 are listed as follows:

**New Business:** El Antojo Mexican Grill, Budget Home Improvement, Maebell's LLC, Patterson Towing, Denton Towing, Phases to Freedom, The Old Paris 5 & 10, and Heather's Street Food Truck (went from minimal to standard license)

**New Owners:** Prater's Taters, Nissan of Paris LLC

**Additional Location:** White Contracting (Electrical Contractor-Florence, AL), Wade Electric (Electrical Contractor-Jackson, TN), JEM Mechanical (Contractor-Nashville, TN)

**CITY OF PARIS, TENNESSEE  
RETAIL SALES**

	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>% Incr(Decr)</u>
JULY	\$24,708,444	\$25,320,292	\$27,448,780	\$27,236,322	\$29,124,687	6.93%
AUGUST	\$24,462,464	\$26,406,849	\$26,395,078	\$26,842,574	\$28,523,828	6.26%
SEPTEMBER	\$24,928,640	\$26,453,764	\$28,353,058	\$28,795,120	\$29,895,359	3.82%
OCTOBER	\$24,450,137	\$25,020,809	\$26,933,939	\$26,630,740	\$28,604,595	7.41%
NOVEMBER	\$24,858,456	\$26,337,947	\$26,614,076	\$28,012,769	\$30,217,664	7.87%
DECEMBER	\$31,005,408	\$32,420,735	\$34,198,562	\$36,351,387		
JANUARY	\$21,495,329	\$23,009,885	\$22,789,434	\$24,536,880		
FEBRUARY	\$24,572,900	\$23,295,076	\$25,750,142	\$24,888,226		
MARCH	\$26,710,508	\$27,326,289	\$30,192,335	\$30,924,608		
APRIL	\$25,907,395	\$28,122,156	\$27,950,237	\$29,151,285		
MAY	\$27,256,406	\$27,902,318	\$27,736,226	\$29,293,200		
JUNE	\$27,400,649	\$29,311,861	\$30,539,077	\$32,057,233		
<b>TOTAL</b>	<u><u>\$307,756,736</u></u>	<u><u>\$320,927,982</u></u>	<u><u>\$334,900,945</u></u>	<u><u>\$344,720,344</u></u>	<u><u>\$146,366,132</u></u>	
Previous YTD % Increase/Decrease		4.28%	4.35%	2.93%	6.43%	

**MONTHLY OPERATING STATEMENT**  
**December 2017**

**REVENUES**

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,365,000	332,496	610,118	44.70%
Local Option Sales Tax	4,561,000	380,668	2,362,146	51.79%
Wholesale Liquor / Beer	775,000	73,140	398,238	51.39%
Business Tax	360,000	5,501	34,115	9.48%
Fees & Licenses	164,700	8,058	84,502	51.31%
In Lieu Payments	860,250	60,355	425,612	49.48%
Grants	1,164,400	16,780	245,571	21.09%
State Shared taxes	1,552,800	102,541	775,362	49.93%
Proceeds-2015 Multi-Purpose Bond	450,000	0	324,820	72.18%
All Other	1,743,150	107,119	865,981	49.68%
<b>Total General Fund Revenue</b>	<b>12,996,300</b>	<b>1,086,659</b>	<b>6,126,464</b>	<b>47.14%</b>
Solid Waste Collection - BPU	1,235,000	103,077	617,490	50.00%
Solid Waste Disposal - Transfer	185,000	16,448	107,842	58.29%
Solid Waste Disposal - Brush	130,000	9,492	78,852	60.66%
Refuse Disposal Chgs - County	40,000	0	0	0.00%
Other (Tires/Recycle/Disc.)	2,500	429	2,079	83.17%
<b>Total Solid Waste/Landfill</b>	<b>1,592,500</b>	<b>129,446</b>	<b>806,263</b>	<b>50.63%</b>
<b>Total Drug Fund</b>	<b>49,000</b>	<b>2,529</b>	<b>54,520</b>	<b>111.27%</b>
<b>TOTAL REVENUES</b>	<b>14,637,800</b>	<b>1,218,634</b>	<b>6,987,247</b>	<b>47.73%</b>

## EXPENDITURES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	229,422	12,492	47,950	20.90%
General Administration	377,717	24,951	171,003	45.27%
Economic Development	140,558	11,437	68,732	48.90%
Financial Administration	290,724	18,603	142,554	49.03%
City Hall Building	92,457	6,094	46,735	50.55%
Police Department	2,107,239	196,055	1,194,093	56.67%
Downtown Parking	20,780	1,415	9,171	44.13%
Emergency Communications	871,516	45,917	287,759	33.02%
Fire Department	1,682,397	156,146	815,763	48.49%
Building Inspection	98,701	4,820	52,680	53.37%
Street Maintenance	1,595,751	-57,453	731,371	45.83%
State Street Aid	325,000	135,533	424,400	130.58%
Storm Water Drainage	68,457	8,635	32,342	47.24%
Street Lighting	208,200	16,099	114,767	55.12%
City Garage	312,582	19,370	150,447	48.13%
Cemetery Maintenance	56,601	431	32,783	57.92%
Health & Animal Control	127,999	10,786	71,092	55.54%
Civic Center	532,428	35,945	244,592	45.94%
Parks & Recreation	1,046,593	58,840	509,706	48.70%
Library	155,670	0	77,835	50.00%
Community Development	1,780,000	21,966	448,462	25.19%
Debt Service	639,320	16,089	98,905	15.47%
<b>General Fund Expenditures</b>	<b>12,760,112</b>	<b>744,169</b>	<b>5,773,142</b>	<b>45.24%</b>
Refuse Collection	665,540	39,350	320,446	48.15%
Contractual Services	450,000	36,361	251,563	55.90%
Landfill	301,890	14,441	144,336	47.81%
<b>Total Solid Waste</b>	<b>1,417,430</b>	<b>90,152</b>	<b>716,345</b>	<b>50.54%</b>
<b>Total Drug Fund</b>	<b>73,366</b>	<b>2,938</b>	<b>18,113</b>	<b>24.69%</b>
<b>TOTAL EXPENDITURES</b>	<b>14,250,908</b>	<b>837,260</b>	<b>6,507,600</b>	<b>45.66%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	342,490	353,322
Solid Waste/Landfill	39,294	89,918
Drug Fund	(410)	36,407

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

None

**NEW BUSINESS**  
**AGENDA ITEM NO. 3**  
**Audit Presentation**

An audit presentation will be given by Matt Wood, CPA, Alexander, Thompson, Arnold.

**NEW BUSINESS**  
**AGENDA ITEM NO. 4**  
**Proposed Ordinance 2-201 regarding the Number of Members of the Alcoholic Beverage Control Board**

Due to difficulties associated with achieving a quorum on this board which currently has only three members, staff is requesting a change that will increase the number of ABC Board members to five.

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE to Amend 2-201 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 2-201 of the Paris Municipal Code be amended as follows:

- A. That the first paragraph of 2-201 of the Paris Municipal Code be amended by deleting the phrase "three (3)" wherever it appears in the first paragraph of 2-201 and substituting therefore, in each instance, the phrase "five (5)".
- B. That the second paragraph of 2-201 be amended by deleting the phrase "7:00" and substituting therefore the phrase "6:00".
- C. By amending the third paragraph of 2-201 by deleting the phrase "two (2)" and substituting therefore the phrase "three (3)".



(Ord. # \_\_\_\_\_, \_\_\_\_\_ / \_\_\_\_\_ / 18).

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.

Passed and adopted \_\_\_\_\_.

Passed and adopted \_\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Finance Director

**NEW BUSINESS**  
**AGENDA ITEM NO. 5**  
**Proposed Resolution to Amend the Police Department Rules and Procedures Manual by adding a Policy Regarding Employment Reimbursement**

There are several costs associated with the hiring of a new police officer including uniform costs, equipment costs, medical examinations, transportation expense, and/or basic police recruit training. It is felt that a reasonable expectation of new hires is that they commit to stay in the employment of the Paris Police Department for a specified period of time. If they chose to leave employment prior to the specified time frame, it is also a reasonable expectation that they be required to reimburse the City for all or part of the aforementioned expense. The attached resolution outlines the expectations that the Police Chief and City Manager would like added to the City of Paris Police Department Rules and Procedures Manual.

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, 1-302 of the Paris Municipal Code provides for the adoption of a Policies and Procedures Manual for the Paris Police Department; and,

WHEREAS, amendments to such policies and procedures are enacted by Resolution by the Board of Commissioners of the City of Paris pursuant to 1-302 and 1-503 of the Paris Municipal Code; and,

WHEREAS, the Board of Commissioners of the City of Paris wishes to go on record as adopting a policy for the Paris Police Department governing the hiring of new police officers.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Paris, amends the Policies and Procedures Manual for the Paris Police Department, Chapter 1, by enacting the following as 1.72 of Chapter 1:

#### 1.72 AGREEMENT FOR TRAINING AND UNIFORM REIMBURSEMENT

An applicant, if offered employment by the City of Paris Police Department, shall execute an AGREEMENT FOR TRAINING AND UNIFORM REIMBURSEMENT Contract as follows:

#### **AGREEMENT FOR TRAINING AND UNIFORM REIMBURSEMENT**

I, \_\_\_\_\_, "Employee", agree that in consideration of my employment by the City of Paris Police Department, "PPD", Employee will reimburse PPD for certain costs and expenses incurred by PPD as follows:

1. Employee understands and agrees that PPD will incur certain costs, including but not limited to uniform costs, equipment costs, medical examinations, transportation expense, and/or basic police recruit training. Employee agrees to repay this amount to PPD pursuant to certain terms and conditions as set out more fully hereinbelow.
2. Employee agrees to serve as a police officer with PPD for a period not less than thirty (30) months after completion of Employee's initial training at the Tennessee Law Enforcement Training Academy or Employee's employment date if Employee is already a Tennessee Certified Police Officer.
3. In the event Employee voluntarily leaves employment with PPD during Employee's initial probationary period (twelve (12) months maximum), Employee will repay 100% of the initial Training Costs.
4. In the event Employee voluntarily resigns from PPD during the 18 months after the aforementioned probationary period Employee will repay to PPD the Training Costs on a prorated basis. For each month Employee is employed including completion of the initial probationary period the amount owed PPD will be reduced by one thirtieth (1/30).
5. Employee agrees that Employee's resignation, for whatever reason, shall be conclusive evidence that employee left employment with PPD voluntarily.
6. Employee understands that this Agreement does not constitute an Employment Contract. Employee understands that this Agreement does not grant Employee any rights or benefits from PPD and does not require PPD to offer Employee a position as a police officer or modify the status of any probationary period for Employee.
7. Employee understands that PPD reserves the right, as Employer, to reassign, discipline, or terminate Employee in accordance with the PPD Policies and Procedures manual and/or the City of Paris Personnel Rules and Regulations.
8. Employee agrees that if Employee completes the Tennessee Law Enforcement Training Academy or, if Employee is presently a Tennessee Certified Police Officer, this Agreement does not alter or affect any other terms or conditions of Employee's employment with PPD.
9. Employee agrees that the City of Paris, in its sole discretion, may retain and deduct from Employee's last payroll check any amount due and payable to PPD and the City of Paris, to the extent allowed by law, to offset any amounts owed by employee pursuant to this Agreement.

Employee further agrees to repay to the City of Paris any additional amounts employee may owe pursuant to this Agreement at the time of Employee's resignation from PPD.

10. Employee agrees that if it becomes necessary for the City of Paris to enforce this contract and judgment is entered against Employee, Employee will pay all costs and expenses incurred by the City of Paris in enforcing this agreement, including reasonable attorney's fees.

Entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Chief of Police, Paris Police Department

\_\_\_\_\_  
City Manager

Unanimously adopted, this the 1<sup>st</sup> day of February, 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Finance Director

**NEW BUSINESS**  
**AGENDA ITEM NO. 6**  
**Certificate of Compliance: Wal-Mart**

Wal-Mart store #177 has presented a Certificate of Compliance for renewal to sell retail alcoholic beverages. They have presented all required documentation. Staff recommendation is to grant the Mayor authority to sign the certificate.

**CERTIFICATE OF COMPLIANCE**  
**RETAIL PACKAGE STORE**

Pursuant to Tennessee Code Annotated, Title 57, §§57-3-213, this is to certify that:

Name of Applicant: Wal-Mart Stores East, L.P. d/b/a Walmart #177  
Home Address: 1210 Mineral Wells Avenue  

<u>Paris</u>	<u>Tennessee</u>	<u>38242</u>
(City)	(State)	(Zip)

Date of Birth: 11/9/2001 Social Security #: 71-0862119

has made application for a Certificate of Compliance to sell retail alcoholic beverages in the County of Henry, State of Tennessee, at Walmart #177, 1210 Mineral Wells Avenue, Paris, TN 38242 and that an investigation has been undertaken of the applicant's criminal record and of the compliance of said business with local law, ordinances or resolutions, and from said investigation the undersigned certifies:

1. That the applicant or applicants who are to be in actual charge of said business have not been convicted of a felony within a ten year period, immediately preceding the date of the application and, if a corporation, that the executive officers or those in control have not been convicted of a felony within a ten year period immediately preceding the date of the application; and further, that it is the undersigned's opinion that the applicant will not violate any provisions of Tennessee Code Annotated, Title 57, Chapter 3;
2. That the applicant has secured a location which complies with all restrictions of the laws, ordinances and resolutions;
3. That the applicant or applicants have complied with the residency provisions;
4. That the issuance of this license will not exceed the numerical limit.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor or Other Official Head of Municipality

MAJORITY OF CITY COUNCIL OR COMMISSION MEMBERS

\_\_\_\_\_  
Council Member/Alderman

\_\_\_\_\_  
Council Member/Alderman

\_\_\_\_\_  
Council Member/Alderman

\_\_\_\_\_  
Council Member/Alderman

**NEW BUSINESS**  
**AGENDA ITEM NO. 7**  
**Proposed Ordinance to amend 1-206 and 6-613 of the Paris Municipal Code**  
**Regarding an Increase to the Purchase Amount Requiring Bids**

In May of 2017 the State Legislature gave municipalities the authority, by ordinance or resolution, to increase the threshold over which public advertisement and sealed competitive bids or proposals are required to an amount not to exceed \$25,000 for nonemergency, nonproprietary purchases. Our current ordinance reflects that this “not to exceed” amount is \$10,000. Staff requests that an ordinance be passed by caption to raise the City’s “not to exceed” amount to \$25,000.

**2015 Tennessee Code**  
**Title 12 - Public Property, Printing**  
**And Contracts**  
**Chapter 3 - Public Purchases**  
**Part 12 - Local Governments**  
**§ 12-3-1212 - Resolution or ordinance**  
**to increase threshold amount for**  
**requiring public advertisement and**  
**competitive bidding.**

**Universal Citation:** TN Code § 12-3-1212 (2015)

Notwithstanding any charter provision, private act, or other law to the contrary, any county, municipality, utility district, or other local governmental entity having centralized purchasing authority with a full-time purchasing agent is authorized, by resolution or ordinance of its governing body, to increase the threshold over which public advertisement and sealed competitive bids or proposals are required to an amount not to exceed twenty-five thousand dollars (\$25,000) for nonemergency, nonproprietary purchases. At least three (3) written quotations shall be required whenever possible for purchases costing less than the bid threshold established for public advertisement and sealed competitive bids or proposals but more than forty percent (40%) of such bid threshold or some lower amount as may be established by the governing body in the resolution. Purchases of like items shall be aggregated for purposes of the bid threshold.

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**NEW BUSINESS**  
**AGENDA ITEM NO. 8**  
**Discussion of Instituting a Cemetery Policy**

The Parks and Recreation Department, who has responsibility of overseeing all of the city owned cemeteries, would like to institute a cemetery maintenance policy. Currently, we have no policy outlining what can or cannot be placed in or around grave sites except at Hillcrest Cemetery, which had a policy in place when the City acquired it. Tony Lawrence, Parks & Recreation Director will be present to explain this request.

**STATUS OF VARIOUS PROJECTS**  
**February 2018**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	<b>NOTES</b>
HOME Grant	Morris/Foster	2018	Work began on the first house, located on Lydia St, last week. The grant administrator is beginning the process to qualify the next 7 houses on the priority list.
Back Alley Paris	Foster/Morris/Ray(DPA)	On-Going	The next phase of this project will consist of a mural painted on an 8'x12' panel which will be mounted on the law office building adjacent to the west alley. This work is being done through the Art Builds Communities Grant which was again awarded to the DPA. Kathy Ray is working with Dan Knowles to create the content of the mural.
City Hall Renovations	Foster/Elizondo	March 2018	Phase I has been completed and phase II, which includes the Business Office, should be complete by the first of next week. Demolition has also begun for phase III which includes the two offices off of the lobby, as well as the break room.
Preserve Paris	Foster/Morris	On-Going	We will soon begin formulating plans for a Clean Sweep Day in the Spring. We would love suggestions for where the next event should be located, as well as any ideas for building on or improving our current program.
Demolitions	Foster/Brown	On-Going	The only demolition done by the City las month was a small building on Blythe Street owned by the BPU. We are still waiting on the County to provide us a list of properties sold through the most recent delinquent tax sale. We are currently working through the condemnation process on a couple of privately owned houses.
ADA Compliance	Foster/Morris/Rock	On-Going	An auditor with TML began auditing our parks at the first of the year. He has done Eiffel Tower Park and began McNeill Park last week.
Energy Efficiency Project with Trane	Foster	2018	Other than a few minor things, the transition of all energy efficiency upgrades to city facilities is complete. The transition of street lights is 60% complete. E & W Electric, sub-contractor for installation of street lights, is planning to add a second crew to start working on retrofitting the decorative lights around town.
TN ECD Façade Grant	Foster/Morris	Winter of 2018 if awarded	We had an informational meeting for downtown property owners last Thursday evening which was very well attended. At that meeting we distributed the grant application, went over all requirements and did our best to thoroughly explain the process. The grant application deadline is February 15.
Transportation Alternatives (TA) Grant	Foster/Morris	Fall 2019	We are working with TLM Associates on this project. The grant has been submitted, but awards will not be determined or announced until Summer 2018.
TN Access to Health Grant	Morris/Lawrence	Summer 2019	Jennifer and Tony have completed their portion of the full grant application and have forwarded that to TLM who will put on the finishing touches. The grant application is due by February 5. Anticipated award announcement date will be late March or early April.