



**PARIS CITY COMMISSION
REGULAR MEETING AGENDA**

525 High Street Paris, KY 40361
Commission Chambers – Room 121
Tuesday, March 26, 2024 - 9:00 AM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE MINUTES

A. Regular Meeting - March 12, 2024

5. SPECIAL PRESENTATIONS

6. ORDINANCES

- A. Second Reading: Ordinance 2024-3; Parking Violations and Fines
- B. Second Reading: Ordinance 2024-4; Revisions to the Alcoholic Beverage Control Ordinance
- C. First Reading: Ordinance 2024-5; Ordinance Enacting and Adopting a Supplement to the Code of Ordinances
- D. First Reading: Ordinance 2024-6; Amendment to the Compensation Scale Re: Police Cadet
- E. First Reading: Ordinance 2024-7; Budget Amendment

7. CONSENT AGENDA

- A. Payment of Invoices: General and Utility Fund
- B. Street Closure/Event Request: Friday's on Main
- C. Municipal Order 2024-14: Utility Attachment Agreement Legal Assistance
- D. Municipal Order 2024-15: Personnel Order - Promotion

8. REGULAR AGENDA

- A. Resolution 2024-7; Acceptance of a Private Donation
- B. Municipal Order 2024-16; License Plate Readers Contract

- C. Request for Approval of Additional Tree Trimming Hours
- D. Police Fleet Purchase
- E. Budget Workshop Date Discussion
- F. February General and Utility Fund Financials

9. REPORTS

- A. Outside Agencies
- B. City Staff
- C. Mayor & Commissioners

10. ADJOURNMENT

Paris City Commission
525 High Street Paris, KY 40361
Commission Chambers – Room 121
Meeting Minutes
March 12, 2024

CALL TO ORDER

The Paris City Commission met in regular session at 9:00 a.m. viewable on Facebook live at www.facebook.com/cityofparisky on March 12, 2024.

PLEDGE OF ALLEGIANCE

Mayor Plummer called the meeting to order, and the Pledge of Allegiance was recited.

ROLL CALL

Present: Mayor, John Plummer; Commissioner, Wallis Brooks; Commissioner, Sharon Fields; Commissioner, Mike Withrow; Commissioner, Tim Gray arrived at 9:38 a.m.

Others in attendance: City Manager, Jamie Miller; City Attorney, Bryan Beauman; CPA, Brad Oberlander; City Clerk & Treasurer, Stephanie Settles.

APPROVE MINUTES

Motion by Brooks, seconded by Withrow, the motion unanimously carried approving February 27, 2024 meeting minutes as presented.

SPECIAL PRESENTATIONS

Nimalie Yarem, Treasurer of Hopewell Museum, provided an update related to the Museum. The Museum provided activities for school field trips, classroom visits, Summer Creatives Camp, and free family nights such as Night at the Museum, and paid tribute to Garrett Morgan.

ORDINANCES

First Reading of Ordinance 2024-3 was read related to the parking violations and fines was read by Jamie Miller and Bryan Beauman.

First reading of Ordinance 2024-4 related to the revisions to the Alcoholic Beverage Control ordinance was read by Jamie Miller.

CONSENT AGENDA

Motion by Withrow, seconded by Plummer, the motion unanimously carried approving payment of invoices for General Fund in the amount of \$110,298.97 and Utility Fund in the amount of \$152,020.23.

Motion by Withrow, seconded by Plummer, the motion unanimously carried approving Municipal Order 2024-12 for Amendment No. 1 to the USIC Locating Services, LLC service agreement and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

Motion by Withrow, seconded by Plummer, the motion unanimously carried approving Municipal Order 2024-13 approving an agreement with the Kentucky League of Cities for the Utility Partnership Agreement agreement and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

Motion by Withrow, seconded by Plummer, the motion unanimously carried to accept the bid from Bachmann Chevrolet for \$54,292.00 for the purchase of an SUV and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

Motion by Withrow, seconded by Plummer, the motion unanimously carried approving purchase of 17 transformers from MS-TN Transformers, Inc. for an approximate cost of \$37,000.60 plus shipping and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

REGULAR AGENDA

Commissioner Gray arrived at 9:38 a.m.

Departments discussed preliminary requests for capital and personnel for the upcoming FY'25 budget.

REPORTS

Lauren Biddle, Chamber of Commerce

- Chamber of Commerce is supporting a group by the name of Stable Recovery.
- Tour De Paris 5K April 20th, 2024.
- May 31, Golf Scramble.
- Chamber is taking on First Fridays. It is being renamed Friday's on Main.

Betty Ann Allen, Tourism

- New brochures have been received.
- Artwalk is April 19th from 6:00 p.m. to 9:00 p.m.
- Wedding at the Effile Tower.
- Promotional Event March 23, 2024 downtown.

Gordon Wilson, EDA

- Extended appreciation to the City for preparing a packet for Western Pacific.
- Working with several businesses recruiting to locate to Paris.

Dalton Belcher, Planning and Zoning

- Several projects on the agenda for next Thursday.
- 4 Building Permits and 12 Inspections issued for the month of February.

Jamie Miller

- Cyber Security training scheduled for staff.
- March 19 Joint meeting is scheduled to discuss Garrett Park.
- March 24 and 26th documentation of the relocation of the transfer station.
- April 8th, the utility window will be closed early for additional training.
- April 9th Joint meeting with fiscal court to discuss budget requests.
- April 24th 1:00 p.m. groundbreaking for transfer station.
- Coffee with the City informal meetings from 8:30 a.m. to 9:30 a.m. will begin soon
- KYMEA is looking to building a power generation station.
- Sustainability grant for Lexington to lower carbon admissions, priorities have been identified.

Sharon Fields, Commissioner

- Attended KLC's Womens Summit training last week.
- Requested review of installing a vehicle charging station.

ADJOURNMENT

Motion by Withrow, seconded by Brooks, the motion unanimously carried to adjourn the meeting at 11:04 a.m.

Mayor, John A. Plummer

Attest:

City Clerk, Stephanie Settles



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Second Reading: Ordinance 2024-3; Parking Violations and Fines

DEPARTMENT: Police

RECOMMENDED MOTION: Move to approve Ordinance 2024-3 for an Ordinance related to parking in the city.

DESCRIPTION: This proposed update to the city ordinance for parking will primarily make changes to the fine schedule for parking violations. The current fine schedule has been active since 6-22-1993. In addition to the increase in fines, there will be increased rates for subsequent violations (handicap parking, fire lane parking) and violators who fail to pay for the issued ticket within 30 days of issuance will be summoned to Bourbon District Court.

The proposed ordinance also updates some provisions to be consistent with operations, including eliminating timing limits and updating the no parking times on Main St. to allow for the street sweeper's performance.

The proposed ordinance also provides some administrative/language clean up for consistency, and ease of reading application. Since the proposed ordinance contains a number of strike through and underline provisions, also attached is a clean version of the sections that contain changes to assist in review.

REQUESTED BY:

Name: Adam L. Harmon, Police Captain

**CITY OF PARIS
ORDINANCE 2024-3**

AN ORDINANCE RELATED TO PARKING IN THE CITY

WHEREAS, the City periodically reviews ordinances and regulations to recommended revisions to remain current and reflect better practices;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PARIS, KENTUCKY THAT THE FOLLOWING SECTIONS OF THE CITY OF PARIS CODE OF ORDINANCES BE REVISED OR REPEAL AS FOLLOWS:

§ 40.200 ~~REGULATIONS~~ LIMITATIONS ON THE MANNER OF PARKING

When stopping, standing, or parking any vehicle on any street in the city, all vehicles shall be headed in the direction of traffic, shall be at the curb line, parallel to the edge of the curb and not more than six (6) inches from the curb.

~~shall be in accordance with the following regulations:~~

~~—(A)—On any street or streets in the city whereon parking lines have been marked, it shall be unlawful to park, stop, or stand any vehicle outside of the parking lines so marked on the street; and when any vehicle is parked, stopped, or allowed to stand on the street inside of such lines, all vehicles shall be headed in the direction of traffic, shall be at the curb line, parallel to the edge of the curb and not more than six (6) inches from the curb.~~

~~—(B)—On all streets in the city not marked or designated by parking lines, it shall be unlawful to stop, park, or allow to stand any vehicle except that the same shall be headed in the direction of traffic, at the curb line, parallel to the edge of the curb and not more than six (6) inches from the curb line.~~

§ 40.201 DESIGNATION OF RESTRICTED ZONES

~~—No parking and restricted parking areas shall be marked with yellow or red traffic paint.~~

§ 40.202 LIMITATIONS IN CERTAIN AREAS

(A) **No person** It shall be unlawful for any person to park **any vehicle with a capacity** trucks of **one (1) ton or over** ~~more than one-ton capacity~~ on Main Street between Second and Tenth Streets, on any streets around the courthouse, or on any cross-streets between Second and Tenth Streets from Pleasant to High Street except for spaces which are specifically marked as a loading zone ~~for that purpose [loading zones].~~

(B) **No person** It shall be unlawful for any person to park any automobile, truck, or other vehicle between the hours of **4:00** ~~4:30 a.m. and 6:00 a.m., official prevailing time,~~ on Main

Street between Tenth Street and Second Street the bridge over Stoner Creek; on Third Street between Main Street and Pleasant Street; or on either side of either of said streets.

~~—(C) It shall be unlawful for any person to park any automobile, truck, or other vehicle between the hours of 1:30 a.m. and 6:00 a.m., on Mondays and Fridays, official prevailing time, on both sides of Main Street between Tenth Street and Ardery Place.~~

§ 40.203 OVERNIGHT PARKING

No person shall park any truck, tractor, bus, or trailer, with a capacity of one (1) ton or over, on any street in the city between the hours of 6:00 p.m. and 6:00 a.m. for a longer period than sixty (60) minutes.

§ 40.204 PARKING IN COLOR-CODED ZONES

(A) No person ~~It shall be unlawful for the operator of any vehicle to park~~ any the vehicle upon any street where the curb of the sidewalk is painted red or solid yellow., ~~provided, however, the operators of motor buses or taxicabs in the city shall be permitted to stop at designated bus stops or taxi stops where the curbing of sidewalks has been painted yellow and where signs have been erected designating such bus stops or taxi stops.~~

(B) Wherever the curbing of any sidewalk upon any street in the city is painted with yellow and white stripes, such space is hereby considered as a loading zone for trucks and automobiles (unless designated for trucks only) and no person ~~it shall be unlawful for the operator of any passenger vehicle or truck to park~~ any vehicle the same upon any street in the city where such markings have been made designating such spaces as a loading zone for longer than fifteen (15) minutes unless actually loading or unloading, except between the hours of 5:00 p.m. and 8:00 a.m.

(C) No person ~~It shall be unlawful for the operator of a vehicle to park~~ any vehicle the same upon any street where a white painted line or unpainted area appears parallel to the curbing of the sidewalk, and elsewhere in the city where there are no markings or signs prohibiting parking.

§ 40.205 STOPPING OR PARKING IN CERTAIN AREAS

No person ~~It shall be unlawful for the operator of any vehicle to stop, stand, or park~~ the any vehicle in any of the following places in the city, except when necessary to avoid conflict with other traffic or in conjunction with the directions of a police officer or a traffic-control signal:

(A) Within an intersection;

(B) Within fifteen (15) feet of the entrance of the Fire Department;

(C) In a fire lane, unless the driver remains behind the wheel of the vehicle, and the engine of the vehicle is left running;

- (D) Within ten (10) feet of a fire hydrant;
- (E) In front of a private driveway;
- (F) On a sidewalk;
- (G) Alongside or opposite any street excavation or obstruction when such standing or parking would obstruct traffic;
- (H) In a designated parking space for persons with disabilities without proper authentication;
or
- (I) On the street or highway side of any vehicle stopped or parked on the edge of the curb of a sidewalk on the streets.

§ 40.206 PARKING ON PRIVATE PROPERTY

(A) ~~Definition. For the purpose of this section, the following definitions shall apply unless the context indicates or clearly requires a different meaning.~~

~~—“PRIVATE PARKING LOT.” Includes any lot owned by a business or industry and used as a parking lot for its employees, customers, or other persons stopping there for the purpose of doing business with or soliciting business from any business or industry for whom the lot is provided.~~

~~—“SIDEWALK.” That portion of a street between the curblines, or the lateral lines of a roadway, and the adjacent property lines intended for the use of pedestrians, including any strip of ground between the curb and paved sidewalk.~~

~~—(B) (A) **No person** It shall be illegal for the operator of any vehicle to park a vehicle for any time upon any private property in the city, including any private parking lot, without the consent of the owner or lessee.~~

(CB) **No person** It shall be unlawful for any person to park a vehicle, trailer, or boat within the front yard or side yard of any residential structure except upon a residential driveway. It shall also be unlawful for a person owning, possessing, managing, or controlling residential property to allow the parking of vehicles, trailers, or boats within the front yard or side yard of such premises except upon an approved residential driveway.

(DC) **No person** It shall be unlawful for any person to park a vehicle, trailer, or boat upon a sidewalk.

~~—(E) The consent mentioned in subsection (B) may be expressed or implied but shall not be implied on private parking lots for nonemployees parking there for any other purpose than the above listed purposes for which the lot is provided.~~

~~—(F) Any person may petition the Code Enforcement Board for a waiver of these regulations. The Code Enforcement Board may grant an annual permit to the applicant and may attach any reasonable conditions concerning buffers or other pertinent improvements to lessen the effect on neighboring properties if, and only if, the Code Enforcement Board finds that as a result of the~~

physical conditions of the property, it is not practical to park a vehicle, trailer, or boat in the manner set forth above.

(GD) Any police officer or code enforcement citation officer is authorized to issue citations for violations of this section.

(DE) Any vehicle in violation of this Section may be towed in addition to any fine issued for a violation of this Article. Operators violating this section shall be subject to a fine as provided in § 40.700 and to tow away as provided in § 40.703.

§ 40.208 BOATS, BOAT TRAILERS, AND TRAILERS PROHIBITED

No person shall park any boat, boat trailer, or other trailer, whether attached to a towing vehicle or not, on any street in the city for a period longer than sixty (60) minutes.

§ 40.209 PARKING IN DOWNTOWN AREA

- ~~—(A) Parking in city parking lots shall be for four (4) hours.~~
- ~~—(B) Except for Ardery Place, parking on side streets shall be unlimited as to time.~~
- ~~—(C) Parking on High Street and Pleasant Street shall be unlimited as to time.~~
- ~~—(D) Parking on Main Street shall not be changed.~~

ARTICLE IV. NONMETERED REGULATED PARKING ZONE

§ 40.300 DEFINITIONS

~~—For the purpose of this article, the following definitions shall apply unless the context indicates or clearly requires a different meaning.~~

~~—“NONMETERED REGULATED ZONE.” Any area designated by ordinance where a vehicle may be temporarily parked and allowed to remain for the period of time specified.~~

~~—“PARKING SPACE.” A space marked by white lines for automobiles to park adjacent to the curb within the nonmetered regulated zone.~~

§ 40.301 RULES

~~—(A) It shall be unlawful to park any vehicle, or to permit a vehicle to remain parked, on Main Street extending from Tenth Street to Second Street, in a nonmetered regulated zone for a period longer than two (2) hours, unless otherwise clearly designated, between 8:00 a.m. and 5:00 p.m., except on Sundays and holidays. Holidays shall include those days designated by the Board of Commissioners. Shorter parking times may be given in the section designating the specific zones.~~

~~(B) It shall be unlawful for any person to erase, remove, or cause to be removed, time marks placed upon the vehicle by the meter attendant while the vehicle is parked.~~

~~—(C) It shall be unlawful to park any vehicle in any nonmetered regulated zone for the purpose of selling the vehicle or vending from the vehicle, unless authorized by the Board of Commissioners.~~

~~—(D) It shall be unlawful to park any vehicle across the lines of a parking space. Vehicles shall park within the established parking space.~~

~~—(E) The provisions of this section shall not relieve any persons from their duty to observe other and more restrictive provisions of this section and other city ordinances and state law, prohibiting or limiting the stopping, standing, or parking of vehicles in specified places or at specified times.~~

§ 40.304 ENFORCEMENT

(A) The Chief of Police is responsible for establishing a regular patrol of the nonmetered regulated parking zone for the purpose of public compliance with the rules established by this article **Chapter**.

(B) The Chief of Police is the responsible city official for prosecuting the local district court persons suspected of having violated this article **Chapter**.

(C) Any person in violation of this section may settle and compromise the claim against him for such illegal parking by paying to the city, for each violation, the amount specified for such illegal parking as set out in § 40.700.

§ 40.600 **TOWING OR** IMPOUNDMENT OF VEHICLES

All vehicles found to be parked in violation of overtime parking regulations for a period of two (2) days or more, parked at a fire plug or in a fire lane, blocking a sidewalk or driveway, or parked in parking spaces for persons with disabilities, or otherwise parked in such a manner that is a fire or traffic hazard may be towed or impounded by Tthe city may tow or impound a motor vehicle parked, stopped, or standing upon the street or public way within its jurisdiction in violation of an ordinance or statute prohibiting parking, stopping, or standing in the location, manner or at the time the vehicle is cited or for any other lawful reason. Pursuant to KRS 82.265, as may be amended, reasonable towing, handling, and storage charges for any vehicle towed or impounded shall be imposed against the vehicle which must be paid in full before the vehicle may be released.

§ 40.601 NOTICE OF IMPOUNDMENT

If within ten (10) business days of impoundment, a motor vehicle impounded by the city has not been claimed, or a hearing has not been requested pursuant to KRS 82.625, notice shall be mailed by certified mail to the registered owner, if known, and lien holders of record, if any, affording the parties the right, within ten (10) days from the date of notice to claim the vehicle or request a hearing pursuant to KRS 82.625. The notice shall state that, if no hearing is requested,

the vehicle shall be deemed abandoned unless the charges thereon are paid within forty-five (45) days of receipt of notice.

§ 40.602 DISPOSAL OF IMPOUNDED VEHICLES

(A) After forty-five (45) days from the date of notice required by **this Chapter** ~~§ 40.601~~, an impounded ~~motor~~ vehicle shall be deemed abandoned and the vehicle shall escheat to the city.

(B) If the vehicle is judged suitable for use, the city may obtain a Certificate of Registration and Ownership from the County Clerk pursuant to KRS 186.020 and either use the vehicle for governmental purposes or sell the vehicle at public auction to the highest bidder. If the vehicle is not suitable for use, it may be sold for its scrap or junk value.

§ 40.700 SCHEDULE OF FINES

The following schedule of ~~minimum~~ fines is established for the violations of provisions relating to parking and parked or otherwise nonmoving vehicles, boats, boat trailers, or trailers generally:

For a violation of parking in a disabled persons parking space: \$150.00

For a violation of parking in a fire lane or within ten (10) feet of a fire hydrant: \$75.00

For any other violation of this Article: \$25.00

Violation	Fine
Blocking sidewalk or driveway	\$ 2.00
Overtime parking in limited time parking zone or in nonmetered regulated zone	\$ 5.00
Parking at fire plug	\$10.00
Parking in fire lane	\$10.00
Parking in loading zone	\$ 5.00
Parking in restricted zone	\$ 5.00
Trucks, illegal night parking	\$ 5.00
Disabled persons parking space – overtime	\$25.00
Parking of boats, boat trailers, or trailers generally	\$ 5.00
Violations not listed	\$ 5.00

§ 40.701 EACH HOUR **DAY** A SEPARATE OFFENSE

For purposes of interpreting and enforcing the parking provisions, each ~~hour~~ **day** during which a violation continues shall be deemed to constitute a separate offense subjecting the violator to separate and additional traffic violation tickets and separate and cumulative fines.

§ 40.702 WHERE PAID

(A) For any specific violations or such other nonmoving traffic violations as may be indicated on a traffic violation ticket issued by a police officer or other authorized peace officer and delivered to a traffic violator in person or placed in clear view on the windshield of an unattended vehicle found to be in violation of a traffic ordinance, the applicable minimum fine

may be paid if paid within thirty (30) days of the date shown on the ticket as the date of violation.

(B) Payment of the minimum fine may be made by depositing the payment in any ~~traf-o-teria~~ or other collection box placed in the city for the receipt of the fine. The collection boxes shall be in such form and at such locations as may be approved by the Chief of Police.

(C) The applicable fine, ~~minimum or increased~~, may be paid at any time at the police station department.

§ 40.703 TOWING UNDER SPECIAL CIRCUMSTANCES

~~—All vehicles found to be parked in violation of overtime parking regulations for a period of two (2) days hours or more, or illegally parked at a fire plug or in a fire lane, or so as to block a sidewalk or driveway, or illegally parked in parking spaces for persons with disabilities, or otherwise parked in such manner as to constitute a fire or traffic hazard, shall be subject to tow-away to a public garage and the owner of any such vehicle shall be responsible for reasonable towing and storage charges in addition to any applicable fine, and shall pay the charges and fine before resuming possession of his vehicle.~~

§ 40.999 PENALTY

(A) Anyone who violates the provisions of § 40.500 shall be guilty of a misdemeanor and shall be fined not more than two hundred fifty dollars (\$250.00) or imprisoned for not more than ninety (90) days, or both.

(B) (1) *Nonpayment within thirty (30) days.* If the applicable ~~minimum~~ fine as set out in § 40.700, is not paid within ~~twenty-four (24) hours of the time of violation shown~~, thirty (30) days from the date shown on the violation ticket, the minimum fine shall be increased by doubling the cost shown and -

~~—(2) *Nonpayment within thirty (30) sixty (60) days.*~~

~~—(a) Failure to pay the applicable fine as set out in 40.700, within thirty (30) sixty (60) days of the date of the violation shall subject the violator to arrest citation, summons, and prosecution.~~

~~—(b) Upon conviction, the offender shall be subject to a fine of not less than twice the applicable ~~minimum~~ fine listed in § 40.700. and not more than the sum of one hundred dollars (\$100.00)~~

(C) Anyone who violates the provisions of this chapter for which no other penalty is specifically provided shall be punished by a fine not less than one hundred dollars (\$100.00), nor more than five hundred dollars (\$500.00), or imprisonment for a term not exceeding twelve (12) months or by such fine and imprisonment.

(D) (1) Any person who shall violate any of the provisions of § 40.800 through 40.802 shall, upon conviction, be fined not less than ten dollars (\$10.00) nor more than one hundred dollars (\$100.00) for each offense.

(2) If any person commits a third or subsequent violation of §§ 40.800 through 40.802, the skateboard used by such person in the violation shall be forfeited to the city and disposed of in the manner prescribed by law for forfeited property as ordered by the Bourbon District Court.

(E) Any person violating the provisions of §§ 40.900 through 40.904 shall, upon conviction of a first offense, be fined not less than one hundred dollars (\$100.00) nor more than two hundred fifty dollars (\$250.00). Any person convicted of a subsequent violation of §§ 40.900 through 40.904 within two (2) years of a prior conviction under §§ 40.900 through 40.904, shall be fined not less than two hundred fifty dollars (\$250.00) nor more than five hundred dollars (\$500.00).

This Ordinance shall take effect immediately upon execution and publication.

The foregoing Ordinance was read for the first time March 12, 2024 and was read for the second time adopted and approved _____.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk

Revised Sections Only (proposed 2024)

§ 40.200 LIMITATIONS ON THE MANNER OF PARKING

When parking any vehicle on any street in the city, all vehicles shall be headed in the direction of traffic, shall be at the curb line, parallel to the edge of the curb and not more than six (6) inches from the curb.

On any street in the city whereon parking lines have been marked, it shall be unlawful to park, stop, or stand any vehicle outside of the parking lines so marked on the street

§ 40.202 LIMITATIONS IN CERTAIN AREAS

- (A) No person shall park any vehicle with a capacity of one (1) ton or over on Main Street between Second and Tenth Streets, on any streets around the courthouse, or on any cross-streets between Second and Tenth Streets from Pleasant to High Street except for spaces which are specifically marked as a loading zone
- (B) No person shall park any vehicle between the hours of 4:00-4:30 a.m. and 6:00 a.m. on Main Street between Tenth Street and Second Street.

§ 40.203 OVERNIGHT PARKING

No person shall park any truck, tractor, bus, or trailer, with a capacity of one (1) ton or over, on any street in the city between the hours of 6:00 p.m. and 6:00 a.m. for a longer period than sixty (60) minutes.

§ 40.204 PARKING IN COLOR-CODED ZONES

- (A) No person shall park any vehicle upon any street where the curb of the sidewalk is painted red or solid yellow.
- (B) Wherever the curbing of any sidewalk upon any street in the city is painted with yellow and white stripes, such space is hereby considered as a loading zone for trucks and automobiles (unless designated for trucks only) and no person shall park any vehicle upon any street in the city where such markings have been made designating such spaces as a loading zone for longer than fifteen (15) minutes unless actually loading or unloading, except between the hours of 5:00 p.m. and 8:00 a.m.
- (C) No person shall park any vehicle upon any street where a white painted line or unpainted area appears parallel to the curbing of the sidewalk, and elsewhere in the city where there are no markings or signs prohibiting parking.

§ 40.205 STOPPING OR PARKING IN CERTAIN AREAS

No person shall stop or park any vehicle in any of the following places in the city, except when necessary to avoid conflict with other traffic or in conjunction with the directions of a police officer or a traffic-control signal:

- (A) Within an intersection;

- (B) Within fifteen (15) feet of the entrance of the Fire Department;
- (C) In a fire lane, unless the driver remains behind the wheel of the vehicle, and the engine of the vehicle is left running;
- (D) Within ten (10) feet of a fire hydrant;
- (E) In front of a private driveway;
- (F) On a sidewalk;
- (G) Alongside or opposite any street excavation or obstruction when such standing or parking would obstruct traffic;
- (H) In a designated parking space for persons with disabilities without proper authentication;
or
- (I) On the street or highway side of any vehicle stopped or parked on the edge of the curb of a sidewalk on the streets.

§ 40.206 PARKING ON PRIVATE PROPERTY

- (A) No person shall park a vehicle for any time upon any private property in the city without the consent of the owner or lessee.
- (B) No person shall park a vehicle, trailer, or boat within the front yard or side yard of any residential structure except upon a residential driveway. It shall also be unlawful for a person owning, possessing, managing, or controlling residential property to allow the parking of vehicles, trailers, or boats within the front yard or side yard of such premises except upon an approved residential driveway.
- (C) No person shall park a vehicle, trailer, or boat upon a sidewalk.
- (D) Any police officer or code enforcement officer is authorized to issue citations for violations of this section.
- (E) Any vehicle in violation of this Section may be towed in addition to any fine issued for a violation of this Article.

§ 40.208 BOATS, BOAT TRAILERS, AND TRAILERS PROHIBITED

No person shall park any boat, boat trailer, or other trailer, whether attached to a towing vehicle or not, on any street in the city for a period longer than sixty (60) minutes.

§ 40.304 ENFORCEMENT

- (A) The Chief of Police is responsible for establishing a regular patrol for the purpose of public compliance with the rules established by this Chapter.
- (B) The Chief of Police is the responsible city official for prosecuting the local district court persons suspected of having violated this Chapter.

(C) Any person in violation of this section may settle and compromise the claim for such illegal parking by paying to the city, for each violation, the amount specified as set out in § 40.700.

§ 40.600 TOWING OR IMPOUNDMENT OF VEHICLES

All vehicles found to be parked in violation of overtime parking regulations for a period of two (2) days or more, parked at a fire plug or in a fire lane, blocking a sidewalk or driveway, or parked in parking spaces for persons with disabilities, or otherwise parked in such a manner that is a fire or traffic hazard may be towed or impounded by the city. Pursuant to KRS 82.265, as may be amended, reasonable towing, handling, and storage charges for any vehicle towed or impounded shall be imposed against the vehicle which must be paid in full before the vehicle may be released.

§ 40.601 NOTICE OF IMPOUNDMENT

If within ten (10) business days of impoundment, a vehicle impounded by the city has not been claimed, or a hearing has not been requested pursuant to KRS 82.625, notice shall be mailed by certified mail to the registered owner, if known, and lien holders of record, if any, affording the parties the right, within ten (10) days from the date of notice to claim the vehicle or request a hearing pursuant to KRS 82.625. The notice shall state that, if no hearing is requested, the vehicle shall be deemed abandoned unless the charges thereon are paid within forty-five (45) days of receipt of notice.

§ 40.602 DISPOSAL OF IMPOUNDED VEHICLES

(A) After forty-five (45) days from the date of notice required by this Chapter, an impounded vehicle shall be deemed abandoned and the vehicle shall escheat to the city.

(B) If the vehicle is judged suitable for use, the city may obtain a Certificate of Registration and Ownership from the County Clerk pursuant to KRS 186.020 and either use the vehicle for governmental purposes or sell the vehicle at public auction to the highest bidder. If the vehicle is not suitable for use, it may be sold for scrap or junk value.

§ 40.700 SCHEDULE OF FINES

The following schedule of fines is established for the violations of provisions relating to parking and parked or otherwise nonmoving vehicles, boats, boat trailers, or trailers generally:

For a violation of parking in a disabled persons parking space: \$150.00

For a violation of parking in a fire lane or within ten (10) feet of a fire hydrant: \$75.00

For any other violation of this Article: \$25.00

§ 40.701 EACH DAY A SEPARATE OFFENSE

For purposes of interpreting and enforcing the parking provisions, each day during which a violation continues shall be deemed to constitute a separate offense subjecting the violator to separate and additional traffic violation tickets and separate and cumulative fines.

§ 40.702 WHERE PAID

(A) For any specific violations or such other nonmoving traffic violations as may be indicated on a traffic violation ticket issued by a police officer or other authorized peace officer and delivered to a traffic violator in person or placed in clear view on the windshield of an unattended vehicle found to be in violation of a traffic ordinance, the applicable minimum fine may be paid if paid within thirty (30) days of the date shown on the ticket as the date of violation.

(B) Payment of the minimum fine may be made by depositing the payment in any collection box placed in the city for the receipt of the fine. The collection boxes shall be in such form and at such locations as may be approved by the Chief of Police.

(C) The applicable fine may be paid at any time at the police department.

§ 40.999 PENALTY

(A) Anyone who violates the provisions of § 40.500 shall be guilty of a misdemeanor and shall be fined not more than two hundred fifty dollars (\$250.00) or imprisoned for not more than ninety (90) days, or both.

(B) (1) *Nonpayment within thirty (30) days.* If the applicable fine as set out in § 40.700, is not paid within thirty (30) days from the date shown on the violation ticket, the minimum fine shall be increased by doubling the cost shown and shall subject the violator to citation, summons, and prosecution. Upon conviction, the offender shall be subject to a fine of not less than twice the applicable fine listed in § 40.700.

(C) Anyone who violates the provisions of this chapter for which no other penalty is specifically provided shall be punished by a fine not less than one hundred dollars (\$100.00), nor more than five hundred dollars (\$500.00), or imprisonment for a term not exceeding twelve (12) months or by such fine and imprisonment.

(D) (1) Any person who shall violate any of the provisions of § 40.800 through 40.802 shall, upon conviction, be fined not less than ten dollars (\$10.00) nor more than one hundred dollars (\$100.00) for each offense.

(2) If any person commits a third or subsequent violation of §§ 40.800 through 40.802, the skateboard used by such person in the violation shall be forfeited to the city and disposed of in the manner prescribed by law for forfeited property as ordered by the Bourbon District Court.

(E) Any person violating the provisions of §§ 40.900 through 40.904 shall, upon conviction of a first offense, be fined not less than one hundred dollars (\$100.00) nor more than two hundred fifty dollars (\$250.00). Any person convicted of a subsequent violation of §§ 40.900 through 40.904 within two (2) years of a prior conviction under §§ 40.900 through 40.904, shall be fined not less than two hundred fifty dollars (\$250.00) nor more than five hundred dollars (\$500.00).



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Second Reading: Ordinance 2024-4; Revisions to the Alcoholic Beverage Control Ordinance
DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve Ordinance 2024-4 an Ordinance related to Alcoholic Beverage Control.

DESCRIPTION: Over the past year, staff have attended training with the Kentucky League of Cities and the State on the Alcohol Beverage Control (ABC) regulations. They have also reviewed other communities for best practices.

Some of the recommended changes to Chapter 62 are:

- Administrative Clean Up of language.
- Revisions to the Ordinance to indicate the City Manager is the authorized ABC Administrator, unless designated otherwise by the Commission. Provides consistent reference to ABC Administrator through the Ordinance.
- Removal of some of the language regarding the specific requirements of the application, and providing for an application process to be amended and maintained by the ABC administrator, as required. Attached is a draft version of the proposed new application packet.
- Adds provisions to pro-rate license fees if the license will be granted for half a year or less.
- Addresses Transitional Licenses, consistent with Statute.
- Clarifies that the License is non-refundable once the License is approved.
- Adding a section to notate the process for revocation and denials.

The attached application packet aims to address the questions most frequently asked of the Department. Some of the noteworthy changes include:

- Requests additional information about the business or event more in line with best practice.
- Removes Brew-on-Premise License and Small Farm Winery License to be in accordance with KRS243.070.
- Adds NQ-1 Retail Drink License, Special Temporary Auction License, and Bottle House/Bottle Storage License to be in accordance with KRS243.070.
- Updates the fee for the Limited Golf Course license from \$1000 annually to \$1200 annually in accordance with KRS243.070. The ordinance currently states the fee for each license will be the maximum allowable fee under KRS243.070.
- Adds in Secondary Licenses in accordance with KRS243.070(4).

- Adds a verification of proper zoning. The current verifications include Police, Fire, and Building.

REQUESTED BY:

Name: Jamie Miller, City Manager

**CITY OF PARIS
ORDINANCE 2024-4**

AN ORDINANCE RELATED TO ACOHOLIC BEVERAGE CONTROL

WHEREAS, the City periodically reviews ordinances and regulations to recommended revisions to remain current;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PARIS, KENTUCKY AS FOLLOWS:

Section 1. The following sections of Chapter 62 of the City of Paris Code of Ordinances be amended as follows:

§ 62.003 CITY ALCOHOLIC BEVERAGE CONTROL ADMINISTRATOR; DEPUTIES

(A) The City Manager, or other designee from City Commission, shall be designated the ABC Administrator and assigned all the duties and functions as prescribed by KRS Chapter 241. The ~~City Manager~~ ABC Administrator shall have all the duties and functions for alcoholic beverage control administrator as required by Kentucky law and this chapter.

(B) There are hereby authorized seven (7) Deputy City ABC Administrators for Enforcement, who shall be ABC qualified city Police Officers, appointed by municipal order with the approval of the ~~City Manager~~ City Commission. The duties of such deputies shall be as determined by the ~~City Manager~~ ABC Administrator, and are in addition to Police Officer duties of the city, but shall primarily consist of enforcement of state and city laws, ordinances, and regulations in the area of alcoholic beverage control.

§ 62.005 BOOKS; RECORDS

Every licensee under this chapter shall keep and maintain adequate books and records of all transactions involved in the sale of alcoholic beverages in the same manner required by the reasonable rules and regulations of the State Alcoholic Beverage Control Board. The books and records shall be available at all reasonable times for inspection by the ~~City Manager~~ ABC Administrator.

§ 62.101 APPLICATION

Applications for licenses shall be submitted to the City Clerk's department for review by the ABC Administrator ~~made to the City Manager~~, in writing, signed by the applicant, if an individual, or by a duly authorized agent thereof if a club, ~~or~~ corporation, limited liability company, or other corporate entity verified by oath or affidavit, ~~and shall contain the following statements and information.~~ The ABC Administrator will maintain and update an application with all information required for proper administration and enforcement in accordance with Kentucky law and administrative regulation.

~~—(A) The name, age, and address of the applicant in the case of an individual; in the case of a co-partnership, the persons entitled to share in the profits; in the case of a corporation, the objects for which organized, the names and addresses of the officers and directors and, if a majority interest of the stock of the corporation is owned by one (1) person or his nominee, the name and address of the person;~~

~~—(B) The citizenship of the applicant, his place of birth, and if a naturalized citizen, the time and place of his naturalization;~~

~~—(C) The character of business of the applicant, and in the case of a corporation, the objects for which it was formed;~~

- ~~—(D) The length of time the applicant has been in business of that character, or in the case of a corporation, the date when its charter was issued;~~
- ~~—(E) The amount of goods, wares, and merchandise on hand at the time application is made;~~
- ~~—(F) The location, description, and diagram of the premises or place of business which is to be operated under the license, specifying the sections of the premises where alcoholic beverages are to be sold or consumed;~~
- ~~—(G) A statement whether the applicant has made application for a similar or other license on premises other than described in this application, and the disposition of the application;~~
- ~~—(H) Whether a previous license by any state or subdivision thereof, or by the federal government has been revoked, and the reasons therefor; and~~
- ~~—(I) A statement that the applicant will not violate any of the laws of the state, or of the United States, or any code provisions or ordinance of the city in the conduct of his place of business.~~

§ 62.103 EXAMINATION OF APPLICANTS

The ~~City Manager~~ **ABC Administrator** shall have the right to examine, or cause to be examined, under oath, any applicant for a local license or for renewal thereof, or any licensee upon whom notice of revocation or suspension has been served as provided by statute, and to examine, or cause to be examined, the books and records of any such applicant or licensee; to hear testimony and take proof of his information in the performance of his duties, and for such purpose to issue subpoenas which shall be effective in any part of this state. For the purpose of obtaining any of the information desired by the Board of Commissioners under this section, he may authorize his agent to act on his behalf, as provided by statute.

§ 62.104 FEES

(A) No license under the provisions of this article shall be issued by the city until there has been paid a license fee provided for in this section.

(B) The kinds and types of alcoholic beverage licenses which may be issued by the Commonwealth of Kentucky Office of Alcoholic Beverage Control under the provisions of KRS Chapter 243, as amended from time to time and in effect at application, unless by their specific terms are not issuable in a city of the third class, may be issued by the city.

(C) The fee to be payable to the city for the issuance of each such license shall be in the same amount as the maximum allowable fee as set forth in KRS 243.070.

(D) When any person applies for a new license authorized under KRS Chapters 241 to 244, the person shall be charged, if the license is issued, the full fee for the respective license if six (6) months or more remain before the license is due to be renewed and one-half (½) the fee if less than six (6) months remain before the license is due to be renewed. No abatement of license fees shall be permitted to any person who held a license of the same kind for the same premises in the preceding license period and who was actually doing business under the license during the last month of the preceding license period pursuant to KRS 243.090.”

(E) A transitional license may be issued by the state administrator during the time a transfer of an ongoing business is being processed under certain conditions. If a transitional license is issued, the purchaser must file an application for a permanent license with the City as set forth in KRS 243.045, and applicable fees will apply.

§ 62.106 PROCEDURES; APPLICABILITY

(A) Insurance certificate. No license shall be issued under this article unless the applicant shall file with the application a certificate by an insurance company authorized to do business in the state, certifying that the applicant has, in force and effect, the insurance required by statute.

(B) Payment of fees; refunds. All such fees shall be paid to the City Clerk/Treasurer, at the time application is made. In the event the license applied for is denied, the fee shall be refunded. The refunds shall be made whether the payments were voluntary or involuntary or were made under protest or not. **If a license is issued, no refunds may be issued throughout the year in the event the license is no longer in use, suspended, or any other reason the applicant may not be utilizing the license.**

(C) Record. The City Clerk/Treasurer shall keep a complete record of all such licenses issued and shall furnish the Chief of Police with a copy thereof; upon revocation or suspension of any license, the City Clerk/Treasurer shall immediately give written notice to the Chief of Police.

(D) Not subject to garnishment, etc., cessation upon death of licensee; bankruptcy. A license shall be a purely personal privilege, good for not to exceed one (1) year after issuance unless sooner revoked as provided in this article, and shall not constitute property, nor shall it be subject to attachment, garnishment, or execution, nor shall it be alienable or transferable, voluntarily or involuntarily, or subject to being encumbered or hypothecated. The license shall cease upon the death of the licensee and shall not descend by the laws of the estate or intestate devolution, provided that executors or administrators of the estate of any deceased licensee, and the trustee of any insolvent or bankrupt licensee, when such estate consists in part of alcoholic beverages may continue the business of the sale or manufacture of alcoholic beverages under the order of the appropriate court, and may exercise the privilege of the deceased or insolvent or bankrupt licensee after the death of the decedent, or such insolvency or bankruptcy, until the expiration of the license, but not longer than six (6) months after the death, bankruptcy, or insolvency of the licensee. ~~A refund shall be made of that portion of the licensee fee paid for any period in which the licensee shall be prevented from operating under the license in accordance with the provisions of this section.~~

(E) Change of location. A license issued pursuant to this article shall permit the sale of alcoholic beverages only in the premises described in the application and license. The location may be changed only when the written permit to make the change shall be issued by the ~~City Manager~~ **ABC Administrator**. No change of location shall be permitted unless the proposed new location is in compliance with the provisions and regulations of this chapter.

(F) Applicant subject to other regulations. Any applicant or any licensee pursuant to this article shall be subject to all code provisions and ordinances of the city, including, but not limited to, the applicable provisions of the building code, fire prevention code, health regulations, zoning ordinances, food handling ordinances, and restaurant ordinances.

(G) Investigations. The ~~City Manager~~ **ABC Administrator** shall cause the Chief of Police, the building official, and fire chief to make due investigation of the application and premises to be licensed and upon being notified by them in writing that all of the applicable code provisions and ordinances of the city have been complied with, shall cause the license to be issued.

(H) Renewal. Any licensee may renew his license at the expiration thereof, provided that he is then qualified to receive a license and the premises for which the renewal license is sought are suitable for the purpose; provided, further, that the renewal privilege herein provided for shall not be construed as a vested right.

Section 2. A new section be added to Chapter 62 of the City of Paris Code of Ordinances as follows:

§ ----- REVOCATION AND DENIALS

The procedure for the revocation or suspension of a City license shall consist of a written signed notice by the ABC Administrator and mailed to the licensee at the address of the licensed premises, describing the cause, circumstance, or occurrence and the time and date thereof for which the city license may be revoked and indicating the time and place of a hearing in regard thereto at least five days thereafter at which the licensee and the representatives thereof shall be heard. The hearing shall be conducted by the ABC Administrator, and they shall control and make all decisions in regard to the introduction of evidence and shall hear all arguments in regard thereto. At the conclusion of the hearing, the ABC Administrator shall issue a written decision in regard thereto and mail a copy to the licensee at the address of the licensed premises.

Appeals from a decision or order from the ABC Administrator will be addressed in accordance with KRS 241.200.

Denials may be issued for various reasons as determined by the ABC Administrator, including but not limited to an incorrect or incomplete application, a felony within five years, a previously revoked license, a misdemeanor involving alcoholic beverages, failure to pay license fees, failure to pass an inspection, or other matters in which the applicant is not in good standing with the City.

This Ordinance shall take effect immediately upon execution and publication.

The foregoing Ordinance was read for the first time March 12, 2024 and was read for the second time adopted and approved March 26, 2024.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: First Reading: Ordinance 2024-5; Ordinance Enacting and Adopting a Supplement to the Code of Ordinances

DEPARTMENT: City Clerk

RECOMMENDED MOTION: No motion necessary. First Reading.

DESCRIPTION: The City of Paris Code of Ordinances is updated on an annual basis with newly adopted ordinances for the fiscal year and referred to as a "Supplement" to the City of Paris Code of Ordinances. Attached you will find the 2023 annual supplement that includes all ordinances adopted from January 1, 2023, to December 12, 2023. By adopting this ordinance, it keeps the city in compliance with KRS 83A.060 - Enactment of ordinances.

Periodically, we may have ordinances that are updated earlier than the typical year-end process, especially if they are related to fees, fines, or other daily-used ordinances.

REQUESTED BY:

Name: Stephanie Settles

**CITY OF PARIS
ORDINANCE 2024-5**

**AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE
CODE OF ORDINANCES OF THE CITY OF PARIS, KENTUCKY.**

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio has completed the 2024 supplement to the Code of Ordinances of the City of Paris, Kentucky, which supplement contains all ordinances of a general nature enacted since the prior supplement to the Code of Ordinances of the City; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make references to sections of the Kentucky Revised Statutes;

WHEREAS, it is the intent of the Commission to accept these updated sections in accordance with the adopted Ordinances of the City or changes of the law of the Commonwealth of Kentucky;

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

The 2024 S-18 supplement to the Code of Ordinances of the City of Paris, Kentucky, as submitted by American Legal Publishing Corporation of Cincinnati, and attached to this Ordinance is adopted by reference as if set out in its entirety.

The foregoing ordinance shall take effect immediately upon execution and publication.

The foregoing ordinance was introduced and read for the first time at the City Commission's regular meeting of March 26, 2024. Read for the second time, adopted and approved at its regular meeting of April 9, 2024.

Mayor John A. Plummer

ATTEST:

City Clerk, Stephanie Settles



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: First Reading: Ordinance 2024-6; Amendment to the Compensation Scale Re: Police Cadet
DEPARTMENT: Human Resources

RECOMMENDED MOTION: No motion required, First Reading.

DESCRIPTION: The current City practice is to hire non-certified employees within the Police Department at the Grade of P4 - Police Cadet. After an internal discussion and a review of the pay scales of several other communities within the Commonwealth, it is clear this process puts the City behind other communities in regard to entry pay for Police Officers, and staff recommend the following changes:

- "Reserve" the grade of P4 and remove the Job Title of "Police Cadet" from the Police Compensation Payscale.
- Create a footnote to reserve the first two steps of the P6 Grade for new Officers that meet the following criteria; no experience or not currently in possession of an active Department of Criminal Justice (DOCJ) license.
- Any new Officers hired with little to no experience but that hold their DOCJ certification would be brought in at the rate of P6-3.
- If this recommendation meets the approval of the City Commission, there are two current employees that this change would impact and their rates and grade would be adjusted.
- This does not increase the pay of the Police Department as a whole. This is a single position change and will only impact two current employees and future new hires. This change would be implemented within the current budget levels because through the budget process when working with vacancies, it is assumed they will be filled with certified officers. The department is currently fully staffed. Any further adjustment beyond what is recommended would have an impact on the department as a whole and would need to be reviewed in the upcoming budget process.

In support of this request, Staff provides the below data from other communities.

Community	Uncertified Officer Rate
Paris	\$16.22 (Recommendation would be \$18.33)
Lawrenceburg	\$17.28
Cynthiana	\$19.59
Hopkinsville	\$20.00
Mt. Washington	\$21.44
Scott County	\$23.15
Nicholasville	\$24.80
Franklin	\$24.81

Georgetown

\$25.00

REQUESTED BY:

Name: Jacob Barker, Director of Human Resources

**CITY OF PARIS
ORDINANCE 2024-6**

**AN ORDINANCE RELATED TO THE AMENDMENT OF EMPLOYEE PAY
SCALE AND CLASSIFICATION RANGES**

WHEREAS, the City regularly reviews its system of personnel organization and management and those reviews periodically result in recommended revisions to its pay scales and grades;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PARIS, KENTUCKY AS FOLLOWS:

The pay scales and grades attached as Exhibit A incorporated into this Ordinance as is set out in full are adopted as the governing pay scales, steps, and grades for all full time employees of the City of Paris, in accordance with KRS 83A.070, until such time as the City Commission may amend these pay scales, steps, and grades. This ordinance also adopts all positions outlined in the Exhibit.

This Ordinance shall be effective March 1, 2024 upon approval of the second reading.

The foregoing Ordinance was read for the first time March 26, 2024 and was read for the second time adopted and approved April 8, 2024.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: First Reading: Ordinance 2024-7; Budget Amendment

DEPARTMENT: Finance

RECOMMENDED MOTION: No motion required, first reading.

DESCRIPTION: As we come to the final quarter of the fiscal year, annual budgets need to be amended to cover major expenditures approved by the Commission after the original budget was adopted or other changes that have occurred within the Fiscal Year.

Summaries that reflect changes by department and revenue type have been provided. The changes are not always an increase in needed funding, but can show movement within or between departments. Below is a summary of some of the items of note:

General Fund - Total change is an increase in expenditures of approximately \$278,000.

Revenues have been increased for grants received from the Fire Department in the amount of \$20,000 and the Police Department for \$59,000 for a donor for Flock Cameras, insurance claims for damaged property and other line items to reflect current economic conditions like interest income. For the grant revenue outlined above, a corresponding increase to the expense lines have been included. Revenue has also been recategorized to be more in line with the Audit requirements.

Expense lines for the police department have been increased for the purchase additional police cruisers (one partially covered by insurance proceeds) for \$67,000 and \$95,000 to purchase Flock Cameras. Fire Department lines have been increased for expenses related to the Grant. Building Maintenance has been pulled from the General Administration and some from Public Works and a new Division has been created to track these expenses separately. Additional money has been allocated to Debt Services as well to finalize an outstanding debt payment.

Utility Fund - Total change in expenditures is approximately \$3.7M

Revenues have been increased by \$4,306,350 for recent bond issuance of \$6,880,000. Expenditures related to the subsequent payoff and consolidation of debt into the new bond issuance total \$3,804,135. Funds are being reallocated from Utility Admin to a few departments related to either increases in fees or unanticipated purchases of items like pumps, valves, and transformers.

REQUESTED BY:

Name: Brad Oberlander, Finance Director

CITY OF PARIS

ORDINANCE 2024 –7

AN ORDINANCE OF THE CITY OF PARIS, KENTUCKY AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2023 THROUGH JUNE 30, 2024 ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PARIS.

WHEREAS, the Board of Commissioners has reviewed the budgetary revenues and expenses for the City of Paris for the 2024 fiscal year.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PARIS, KENTUCKY, that the annual budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 be amended as follows:

<u>Governmental Funds:</u>	<u>Year ended 6/30/2024 Amended Budget</u>
BEGINNING FUND BALANCE - JULY 1, 2023	\$ <u>10,184,257</u>
<u>Revenues:</u>	
Taxation	1,011,000
Licenses and Permits	7,620,000
Fines and Forfeitures	3,000
Intergovernmental	684,500
Municipal Road Aid	185,000
Fees for Services	375,000
Miscellaneous Revenues	448,125
Loan Proceeds	500,000
<i>Total Revenues:</i>	<u>10,826,625</u>
<i>TOTAL FUNDS AVAILABLE:</i>	<u>21,010,882</u>
<u>Expenditures:</u>	
Community Partners	1,276,070
Commission	317,525
General Admin	1,023,320
Police Department	4,321,463
Fire Department	2,791,106
Public Works	1,407,505
Maintenance Fund	634,300
<i>Total Expenditures:</i>	<u>11,771,289</u>
ESTIMATED ENDING FUND BALANCE - JUNE 30, 2024	\$ <u>9,239,593</u>

	Year ended 6/30/2024 <u>Amended Budget</u>
<u>Proprietary Fund:</u>	
BEGINNING FUND BALANCE - JULY 1, 2023	\$ <u>1,103,848</u>
<u>Revenues:</u>	
Electric	6,242,000
Sewer	2,003,750
Water	2,257,500
Grants:	
CDBG - Convenience/Transfer Station	2,000,000
Cleaner Water Project	<u>1,956,936</u>
Total Grants	<u>3,956,936</u>
Loan Proceeds:	
Convenience/Transfer Station	3,000,000
KIA Water Projects	3,775,000
Refinance Outstanding Debt	<u>3,880,000</u>
Total Loan Proceeds	<u>10,655,000</u>
Miscellaneous	458,500
Transfer Station	<u>155,000</u>
<i>Total Revenues:</i>	<u>25,728,686</u>
<i>TOTAL FUNDS AVAILABLE:</i>	<u>26,832,534</u>
<u>Expenditures:</u>	
Power Production	4,451,090
Electric Distribution	1,826,920
Distribution and Collections	1,326,595
Water Plant:	
Operating Expenditures	1,330,320
Capital Outlay - Water Projects	<u>4,451,936</u>
	<u>5,782,256</u>
Disposal Plant	1,623,740
Transfer Station	
Operating Expenditures	423,970
Capital Outlay - Convenience/Transfer Station	<u>4,600,000</u>
	<u>5,023,970</u>
Utility Administration:	706,125
Utility Fund	<u>4,670,135</u>
<i>Total Expenditures:</i>	<u>25,410,831</u>
ESTIMATED ENDING FUND BALANCE - JUNE 30, 2024	\$ <u>1,421,703</u>

Given first reading at the regular meeting on March 26, 2024.

Given second reading at the regular meeting on April 9, 2024.

Singed by Mayor: _____

Recorded by Clerk: _____

Published in Paper: _____

CITY OF PARIS, KENTUCKY

John Plummer, Mayor

Attest:

Stephanie Settles
City Clerk/Treasurer



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Payment of Invoices: General and Utility Fund

DEPARTMENT: Finance

RECOMMENDED MOTION: Move to approve the payment of invoices for General Fund in the amount of \$238,738.76 and Utility Fund in the amount of \$158,299.09.

DESCRIPTION: Attached is the report of the invoices for General Fund in the amount of \$238,738.76 and Utility Fund in the amount of \$158,299.09. Notable purchases in General Fund are for repairs to the Fire Stations and in the Utility Fund is for repairs to Pumps.

REQUESTED BY:

Name: Brad Oberlander, Finance Director



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Street Closure/Event Request: Friday's on Main

DEPARTMENT: Administration

RECOMMENDED MOTION: Move to approve the Chamber of Commerce's request related to Friday's on Main for the street closure and Police Department assistance on June 7, July 12, August 2, and September 6. The time of the street requested closure is between 4 pm and 11:00 pm.

DESCRIPTION: The Chamber of Commerce is requesting to close Main Street between 8th St and 4th St for "Fridays on Main". This event was historically known as "First Fridays" and hosted by Tourism, but the Chamber of Commerce will be hosting the event this year.

The dates are June 7, July 12, August 2, and September 6. The time of the requested closure is between 4pm and 11:00pm. The event usually runs between 5:30PM-9:30PM, so closures are generally available to reopen earlier than 11:00pm and will reopen as soon as everything is cleared.

The Chamber of Commerce is also requesting police presence from the beginning of the street closure, during the event, and running until the street is reopened.

This request is conditional upon a certificate of insurance being provided, a City permit for the event being completed, and any applicable encroachment or other necessary permits through the State being approved.

The staff had an opportunity to review the request.

REQUESTED BY:

Name: Lauren Biddle, Chamber of Commerce thru Jamie Miller, City Manager



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Municipal Order 2024-14: Utility Attachment Agreement Legal Assistance

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve Municipal Order 2024-14 an order authorizing an Engagement Letter for Legal services to assist with the update and renewal of Utility Agreements and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

DESCRIPTION: Staff has been working to identify all Pole Attachment and Tower Attachment Agreements. The City has a number of agreements in place.

There are at least two Tower Attachment Agreements with expiration dates approaching in 2025 and 2026.

There are a number of Pole Attachment Agreements with various entities. The current rate in this agreement (\$4.00/pole) is believed to be below market and the City may be in a position to obtain additional revenue from updating these agreements. Many of these agreements have dates that are in excess of 10+ years.

Linda Ain is an attorney that specializes specifically in the area of assisting local governments with contracts, agreements, and negotiations related to these matters.

Approval to proceed on specific project scopes will be provided to Ms. Ain in writing by the City Manager.

REQUESTED BY:

Name: Jamie Miller, City Manager

**CITY OF PARIS
MUNICIPAL ORDER NO. 2024-14**

**A MUNICIPAL ORDER APPROVING AN ENGAGEMENT LETTER WITH LINDA
AIN TO REPRESENT THE CITY OF PARIS, KY ON POLE ATTACHMENT, WATER
TOWER ATTACHMENT, FRANCHISING, AND RIGHT OF WAY ISSUES**

WHEREAS, the City currently has a number of outdated Utility Attachment Agreements with various entities;

WHEREAS, the City believes update and renewal of these agreements may lead to additional revenue and is in the best interest of the Public Utility;

WHEREAS, the City has determined it is in its best interest to seek specialized representation to complete this update;

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the Engagement Letter with Linda Ain and that the Mayor, City Manager, and City Clerk authorized to execute necessary documents.

Enacted at the City Commission's regular meeting of March 26, 2024.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Municipal Order 2024-15: Personnel Order - Promotion

DEPARTMENT: Human Resources

RECOMMENDED MOTION: Move to approve Municipal Order 2024-15 for the promotion of Brandon Lizer to the position of Fire/EMT Lieutenant at a Grade/Step of F9-8. Further move to approve the establishment of a promotion list of alternates valid for one year in the event of a future vacancy in the same position.

DESCRIPTION: Staff is recommending the promotion of Brandon Lizer from Firefighter/EMT to Firefighter/EMT - Lieutenant at the G/S of F9-8 effective 4/1/24. The vacancy of a Lieutenant position is due to a resignation that occurred in May 2023.

Mr. Lizer was selected from an internal pool of applicants. The process included a written assessment and an interview with the Fire Department Command Staff and Human Resources.

It is also recommended that Kyle Barnett, Firefighter/Paramedic, and Tyler Kitchen, Firefighter/EMT, are named as alternates to the position of Firefighter/Lieutenant for a period not to exceed one year. The Chief will reserve the right to remove those named from alternate status if there are documented disciplinary or performance concerns.

REQUESTED BY:

Name: Michael Duffy, Fire Chief
Jacob Barker, Director of Human Resources

**CITY OF PARIS
MUNICIPAL ORDER NO. 2024-15**

**A MUNICIPAL ORDER APPROVING THE PROMOTION OF BRANDON LIZER TO
THE POSITION OF FIRE LIEUTENAN/EMT AND ESTABLISHING A PROMOTION
ALTERNATE LIST FOR A PERIOD OF ONE YEAR.**

WHEREAS, Brandon Lizer has gone through the promotion process for Fire Lieutenant;

WHEREAS, Brandon Lizer ranked the highest in the promotion process;

WHEREAS, Kyle Barnett and Tyler Kitchen are candidates that also participated in the process and are eligible for recommendation to a promotion alternate list for a period of one year unless the Chief removes such name from an alternate list due to performance or disciplinary concerns;

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the promotion of Brandon Lizer to the rank of Fire Lieutenant/EMT effective 4/1/2024 and further authorize the creation of an Alternate list.

Enacted at the City Commission's regular meeting of March 26, 2024.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Resolution 2024-7; Acceptance of a Private Donation

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve Resolution 2024-7 approving the acceptance of a private donation.

DESCRIPTION: The City received notice from the family of Mr. Peter French Clough of his desire to donate approximately \$59,000 in the name of Peter French Clough.

Mr. Peter French Clough worked for the City of Paris from 1976 until his retirement in 2006. Mr. Clough served dutifully as a dispatcher and retired as the head of dispatch.

The request is to utilize the funds to assist the Dispatch/Police Department with funding that will increase their ability to respond and to provide public safety.

Specifically, the request was to assist primarily with funding License Plate Reader cameras. There is a Capital Project request in the CIP for this program. The first year cost is estimated at \$95,000 to include installation costs, with an annual estimate each year of approximately \$30,000. If the City desires to move forward in this fiscal year, a budget amendment would be required from Fund Balance. If the City elects to wait until the next Fiscal Year to move forward, the additional funding would need to be identified in the upcoming budget.

REQUESTED BY:

Name: Jamie Miller, City Manager

**CITY OF PARIS
RESOLUTION 2024-7**

**A RESOLUTION APPROVING THE ACCEPTANCE OF A
PRIVATE DONATION**

WHEREAS, the City of Paris has received notice that there is a desire to provide a private donation;

WHEREAS, the private donation is estimated in the amount of approximately \$59,000;

WHEREAS, the donation is to be made in the name of Mr. Peter French Clough;

WHEREAS, the donation is intended to be utilized for License Plate Reader cameras or other project that assists Dispatch / Police Department in performing their roles and increasing public safety;

NOW THEREFORE be it resolved by the Board of Commissioners of the City of Paris (“Board”) that the City of Paris is authorized to accept the donated funds for furtherance of this purpose.

Enacted at the City Commission’s regular meeting of March 26, 2024.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Municipal Order 2024-16; License Plate Readers Contract

DEPARTMENT: Police

RECOMMENDED MOTION: Move to approve Municipal Order 2024-16 for the approval of a contract for License Plate Reader Flock Cameras.

DESCRIPTION: Many Police Departments throughout the region have implemented Flock Cameras to assist with Public Safety.

These are License Plate Readers that assist with identifying vehicles traveling through the Community that have been identified as a vehicle that has a BOLO on it by a Police Agency.

These are not red light cameras.

A private donation was provided for the establishment of the program. The annual cost is approximately \$30,000.

Staff is recommending entering into an initial two-year agreement.

REQUESTED BY:

Name: Myron Thomas, Police Chief

**CITY OF PARIS
MUNICIPAL ORDER NO. 2024-16**

A MUNICIPAL ORDER APPROVING AN AGREEMENT FOR FLOCK CAMERAS

WHEREAS, the City has accepted a private donation towards the purchase of License Plate Reader Cameras;

WHEREAS, a budget amendment is being completed to allocate the remaining funding required to establish the program;

WHEREAS, License Plate Readers has been identified as a tool to assist Dispatch and Police Departments in protecting Public Safety;

WHEREAS, the City has determined it is in the best interest to enter into an agreement for an initial two-year period to install, maintain, and operate Flock Cameras.

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the City Attorney, City Manager, and Police Chief to finalize the Agreement related to Flock Cameras and authorize the Mayor, City Manager, and City Clerk to execute necessary documents.

Enacted at the City Commission's regular meeting of March 24, 2024.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Request for Approval of Additional Tree Trimming Hours

DEPARTMENT: Electric

RECOMMENDED MOTION: Move to approve an additional payment for the sum of \$2,000.00 to Littrell Brothers Tree Service for an additional ten hours of work under the 2024 Tree Trimming Contract.

DESCRIPTION: On 9/26/2023 the City Commission approved the Tree Trimming contract with Littrell Brothers Tree Service for right-of-way tree trimming. Littrell Brothers Tree Service was the only company responsive to the request for quote. The contract was authorized for \$200/hr up to 320 hours per year.

Upon reconciliation, an error was discovered on the number of hours remaining on the contract. Ten additional hours had been worked above the authorized contract. Staff is recommending payment of the ten hours, for an amount of \$2,000.00.

REQUESTED BY:

Name: Aaron Sparkman



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Police Fleet Purchase

DEPARTMENT: Police

RECOMMENDED MOTION: Move to reject all bids related to the purchase of police vehicles and authorize direct negotiations for the purchase and upfit of two police fleet vehicles with Bachman Commercial authorizing the Mayor, City Manager, Financial Director, and City Clerk to execute documents as necessary related to the payment/financing and purchase of the vehicles.

DESCRIPTION: The Police Department was authorized to purchase seven vehicles in the current Fiscal Year with an estimated budget of approximately \$400,000. The staff completed an RFP process that was awarded to Bachman Commercial for seven vehicles. Only six vehicles were purchased due to one vehicle being damaged while still under the ownership of Bachman.

Resolution 2024-1 was approved in January 2024 to finalize the purchase of this fleet replacement and the necessary financing.

The total for the six vehicles was approximately \$366,330. This included the vehicle purchase (\$39,955 per vehicle) and upfit (\$21,093.83 per vehicle). \$240,000 was financed with the remaining cost being direct payment. The budget for the Fiscal Year was \$400,000.

This left one vehicle planned for replacement still outstanding. In addition, one vehicle was totaled in October 2023. Insurance proceeds were received in an amount of \$13,973.

Staff has issued a new RFP for the purchase of two (2) new vehicles, with the intent of moving forward with purchasing these vehicles. There was one response from Dan Cummins, but the vehicles would need to be ordered and a time of delivery could not be provided. The vehicles were not immediately available. Attached is the Bid Opening Summary and all documents are available in the City Clerk's office.

It has been identified that there are two vehicles currently available at Bachman that are comparable with the City's specifications at a rate of \$41,250 per vehicle. We are anticipating the additional upfit cost to be roughly the same as the prior vehicles (\$21,100), but a price increase up to \$22,500 is anticipated.

The budget amendment has been prepared to adjust to complete the purchase of these two vehicles if it is the desire of the Commission.

Staff recommends rejecting all bids and entering into direct negotiations with Bachman for the purchase of two Dodge Durango Pursuit vehicles and to complete the upfit of the vehicles.

REQUESTED BY:

Name: Myron Thomas, Police Chief



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: Budget Workshop Date Discussion

DEPARTMENT: City Manager

RECOMMENDED MOTION: No motion required. Consensus on a potential date for Workshop requested.

DESCRIPTION: Staff briefly presented on Capital Projects and Personnel at the meeting held on 03/12/2024.

The Departments have submitted their operational budget requests and will be reviewed by Finance and the City Manager through the end of March.

A joint meeting with the City and the County is scheduled for April 9, 2024 at 6:30 to discuss Joint Funded Agencies.

Staff is seeking direction if the Commission would like to hold a Budget Workshop within the first two weeks of April to provide an opportunity for each Department to discuss their priorities and answer Commission questions.

The recommended date is the afternoon of April 11th but other possible dates include:

Tuesday April 2 (morning or afternoon)

Wednesday April 3 (afternoon)

Friday April 5th (afternoon)

Monday April 8th (morning or afternoon)

Thursday April 11th (afternoon) - Recommended

Friday April 12th (afternoon)

REQUESTED BY:

Name: Jamie Miller, City Manager



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: March 26, 2024

AGENDA ITEM: February General and Utility Fund Financials

DEPARTMENT: Finance

RECOMMENDED MOTION: Move to approve financials as presented reflecting general fund revenues of \$7,967,885.00 with expenses of \$6,952,685.00 and utility fund revenues of \$7,376,660.00 with expenses of \$7,116,842.00.

DESCRIPTION: General Fund financial reports as presented reflect revenues of \$7,967,885 or 75% of budgeted revenues with expenses of \$6,952,685 or 60% of budgeted expenditures, with revenues exceeding expenses by \$1,015,200. Operating cash at the end of February totaled \$6,995,840 in addition to \$3,000,000 being held in CD's.

Utility Fund financial reports as presented reflect revenues of \$7,376,660 or 66% of budgeted revenues (excluding grant and loan proceeds of \$10,305,586) with expenses of \$7,116,842 or 63% of budgeted expenditures (excluding grant and loan expenditures of \$10,305,586), with revenues exceeding expenses by \$259,818. Operating cash at the end of February totaled \$568,633 with total cash on hand totaling \$2,666,561.

REQUESTED BY:

Name: Brad Oberlander, Finance Director