



**PARIS CITY COMMISSION
REGULAR MEETING AGENDA**
525 High Street Paris, KY 40361
Commission Chambers – Room 121
Tuesday, May 26, 2026
9:00 AM ET – 8:00 CT

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE MINUTES

- A. Regular Meeting: May 12, 2026
- B. Budget Workshop: May 20, 2026

5. SPECIAL PRESENTATION

- A. FY2026-2027 Open Enrollment & Employee Benefits
- B. Resolution 2026-7; Intent to Apply: CDBG Economic Development Grant

6. ORDINANCES

- A. Second Reading: Ordinance 2026-3; Amending the Wastewater Surcharge Rates

7. CONSENT AGENDA

- A. Municipal Order 2026-50; Recommendation to Hire: E-911 Dispatcher
- B. Resolution 2026-8; Safe Routes to School (07-3504): Transportation Alternatives Program-Increased Design Funds
- C. Approval of New Job Description; Police Department: Drug Task Force Director
- D. Approval of Updated Job Description; Fire Department: Fire Captain
- E. Approval of New Job Description; E-911: Communications Director Position
- F. Request to Purchase: Wastewater Treatment Plant Truck
- G. Request to Purchase: Wastewater Treatment Plant; Houston Oaks Lift Station Pump

- H. Request to Surplus; Electronics Items: Police Department
- I. Street Closure Request: Festival on Fifth
- J. Payment of Invoices: General and Utility Fund

8. REGULAR AGENDA

- A. City Manager Budget Message: FY26-27

9. REPORTS

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

10. ADJOURNMENT



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Regular Meeting: May 12, 2026

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve May 12, 2026 meeting minutes as presented.

DESCRIPTION: May 12, 2026 meeting minutes from the regular scheduled meeting.

REQUESTED BY:

Name: Stephanie Settles, City Clerk & Treasurer

Paris City Commission
525 High Street Paris, KY 40361
Commission Chambers – Room 121
Meeting Minutes
May 12, 2026

CALL TO ORDER

The Board of Commissioners met in regular session at 9:00 a.m. viewable on YouTube <https://www.youtube.com/@CityofParisKY> on Tuesday, May 12, 2026.

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, Tim Gray; Commissioner, Sharon Fields; Commissioner, Stan Galbraith.

Others in attendance: City Manager, Matt Belcher; City Attorney, Bryan Beaman; Finance Director, Brad Oberlander; City Clerk & Treasurer, Stephanie Settles.

APPROVE MINUTES

Motion by Galbraith, seconded by Brooks, the motion unanimously carried to approve the April 28, 2026, meeting minutes as presented.

ORDINANCES

The first reading of Ordinance 2026-3 amending the wastewater surcharge rates was read by Matt Belcher, and Micheal Harris. The second reading will be read at the next regular scheduled meeting.

CONSENT AGENDA

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving Municipal Order 2026-48 appointing ABC Deputies.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving Municipal Order 2026-49 appointing Sarah Thwaites to the Board of Assessment Appeals.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving Resolution 2026-6 for the approval of the Municipal Road Aid Program Agreement Funding Agreement and authorizing the Mayor, City Manager, and City Clerk to execute all necessary documents.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving to award the bid to M & M Services Inc in the amount of \$141,622.44 for the West 2nd Street Bridge overlay deck restoration and waterproofing.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving the recommended chemicals and suppliers for the FY 2026–2027 budget for the water treatment and wastewater plants, including purchases from Brenntag Mid-South for sodium hypochlorite at \$1.985 per gallon, caustic soda at \$2.200 per gallon, and chlorine gas at \$0.90 per pound; from Citco Water for liquid ammonium sulfate at \$3.00 per gallon, sulfur dioxide at \$0.870 per pound, and Del-Pac 2020 at \$4.25 per gallon; and from Hawkins, Inc. for sodium permanganate at \$11.83 per gallon, granular HTH at \$1.69 per pound, and HFS acid at \$7.105 per gallon.

Motion by Brooks, seconded by Plummer, the motion unanimously carried authorizing the Mayor to sign an amended supplemental agreement No.1 increasing design funding in the amount of \$50,000 for Kentucky Transportation Cabinet Safe Routes to School agreement numbered SC-628-1800003579.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving the Mayor, City Manager, City Clerk or their designee to transfer ownership of two surplus vehicles to government entities. Further, authorize the Mayor, City Manager or City Clerk to execute other related documents, as necessary, transferring a 2019 Black Dodge Charger, VIN 2C3CDXKT8KH600690 to be transferred to the Bourbon Co. Schools and 2019 Black Dodge Durango, VIN 1C4SDJFT3KC677033 to be transferred to Paris-Bourbon Co. Planning & Zoning.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving the ratification of a proclamation recognizing National Day of Prayer.

Motion by Brooks, seconded by Plummer, the motion unanimously carried approving the payment of invoices for General Fund in the amount of \$106,214.45 and Utility Fund in the amount of \$467,545.46.

REGULAR AGENDA

Motion by Gray, seconded by Brooks, the motion unanimously carried to award bid to Lagco Inc in the amount of \$3,990,390.00.

Motion by Plummer, seconded by Galbraith, the motion unanimously carried approving authorizing the Mayor to sign task order 26-03 with Strand Engineering Services in the amount of \$345,000.

REPORTS

Allyson Wellman, Chamber of Commerce

Provided updates on upcoming Chamber of Commerce events. The Leadership Bourbon County class will begin on Monday and Tuesday. She announced that the Festival on Fifth events are scheduled for June 12, July 10, and August 7. Coffee and Commerce will be held on June 5 at the Courthouse. She also reported that planning is currently underway for the America 250th Parade scheduled for July 3.

Mike Smith, Public Works

Reported that paving work has been completed throughout the city, except Chaplin Street, which remains to be completed.

Michael Harris, Wastewater Department

Reported that Herrick Corporation has completed work on the Woodmont Lift Station project.

Mark Burden, Chief of Police

Chief Burden reported that the department’s new police vehicles have arrived. He noted that this year’s outfitting process differs from previous years and that the vehicles feature more visible logo striping.

Matt Belcher, City Manager

Scheduled a budget workshop for Wednesday from 9:00 a.m. until 12:00 p.m.

Sharon Fields, Commissioner

Expressed appreciation to the Fire Department and Police Department for their continued service to the community during recent events.

Tim Gray, Commissioner

Noted that the no-wake sign on Stoner Creek needs to be reinstalled and introduced Assistant Chief of Police Dewayne Ison to the Commission.

EXECUTIVE SESSION

Motion by Galbraith, seconded by Gray, to go into executive session for deliberations on a potential future acquisition of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use pursuant to KRS 61.810(1)(b) at 9:26 a.m.

With no action taken during the executive session. Motion by Brooks, seconded by Fields, to exit executive session pursuant to KRS 61.81(1)(b) and resume regular session at 10:07 a.m.

POTENTIAL ACTION

With no further action discussed, the meeting was moved to adjournment.

ADJOURNMENT

Motion by Brooks, seconded by Fields, the motion unanimously carried to adjourn the meeting at 10:08 a.m.

John A. Plummer, Mayor

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Budget Workshop: May 20, 2026

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve May 20, 2026 Budget Workshop minutes as presented.

DESCRIPTION: May 20, 2026 Budget Workshop minutes.

REQUESTED BY:

Name: Stephanie Settles, City Clerk & Treasurer

Paris City Commission
525 High Street Paris, KY 40361
Commission Chambers – Room 121
Meeting Minutes
May 20, 2026

CALL TO ORDER

The Board of Commissioners met in budget workshop session at 9:00 a.m. ET. on May 20, 2026.

ROLL CALL

Present: Mayor, John Plummer; Commissioner, Wallis Brooks; Commissioner, Tim Gray; Commissioner, Stan Galbraith.

Absent: Commissioner, Sharon Fields

Others in attendance: City Manager, Matt Belcher; CPA, Brad Oberlander; City Clerk & Treasurer, Stephanie Settles.

CONSENT AGENDA

City Manager Matt Belcher and Brad Oberlander presented the draft FY 26-27 budget for review. The presentation included an overview of revenue projections, operating expenses, and funding considerations for joint agencies and community partners. Discussion also focused on the FY 26-27 Capital Improvement Plan, with departmental projects and priorities reviewed to assist in establishing budget priorities and planning for the upcoming fiscal year. Commissioner Gray exited the meeting at 10:45 a.m. No action was taken.

ADJOURNMENT

Motion by Brooks, seconded by Plummer, the motion unanimously carried to adjourn the workshop session at 11:45 a.m.

John A. Plummer, Mayor

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: FY2026-2027 Open Enrollment & Employee Benefits

DEPARTMENT: Administration

RECOMMENDED MOTION:

DESCRIPTION: Open Enrollment for FY 2026–2027 will take place during the week of **June 1, 2026**, for all eligible City employees. Benefit plan options for the upcoming fiscal year will remain consistent with prior years with Medical, Dental, and Vision coverage. Benefits changes will take effect for employees on July 17, 2026.

Beginning in FY 2026–2027, the City of Paris would like to offer onsite physician services for all full-time employees through Direct Care Family Health. This service will provide convenient access to primary care and routine healthcare services for employees, helping improve access to care, and promote preventive health management.

The cost to the City for this additional benefit will be \$25 per month per full-time employee, covering the employee only. This benefit is no cost to the employee. Dependents may be eligible for participation at an additional cost paid directly to Direct Care Family Health.

REQUESTED BY:

Name:



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Resolution 2026-7; Intent to Apply: CDBG Economic Development Grant

DEPARTMENT: Grants & Purchasing

RECOMMENDED MOTION:

DESCRIPTION:

Divine Spirits requests approval for the City of Paris to serve as the sponsoring applicant for a Kentucky Community Development Block Grant Economic Development (CDBG-ED) application to support infrastructure improvements at the former Woodford Spears campus located at 1510 South Main Street.

The requested grant funding would be used for the purchase and installation of a dedicated water storage tank and related infrastructure necessary to provide adequate fire protection/suppression. The City of Paris will own the tank, property and all associated infrastructure.

The CDBG-ED program, administered through the Kentucky Department for Local Government and funded through federal economic development resources, requires a local governmental entity to serve as the applicant and administer the grant if awarded. This request does not require any direct financial commitment from the City of Paris.

Divine Spirits redevelopment project is expected to support the company's relocation and expansion in Paris, create approximately 50 new jobs, and establish a new tourism destination, generating long-term economic benefits for the community. The proposed infrastructure improvements are critical to completing the facility buildout and enabling the company to begin operations.

Staff is requesting approval of Resolution 2026-7 authorizing the City of Paris to submit a CDBG-ED application for the Divine Spirits infrastructure project and authorizing the Mayor or other designated officials to execute all required application and grant documents.

REQUESTED BY:

Name: City Manager, Matt Belcher

**CITY OF PARIS
RESOLUTION 2026-7**

**A RESOLUTION OF THE CITY OF PARIS, KENTUCKY
AUTHORIZING AN APPLICATION FOR CDBG-ED FUNDS**

WHEREAS, the City of Paris seeks to promote economic development and job creation and to apply for CDBG-ED funds through the Kentucky Department for Local Government; and

WHEREAS, the proposed project includes installation of a water tank and related infrastructure at 1510 South Main Street to support Divine Spirits, and existing service is inadequate for the facility's needs; and

WHEREAS, the project is expected to support the relocation and expansion of Divine Spirits, create approximately fifty (50) jobs, increase tourism, and benefit the local economy; and

NOW, THEREFORE, BE IT RESOLVED BY THE PARIS CITY COMMISSION AS FOLLOWS:

Section 1. The City of Paris authorizes submission of an application for CDBG-ED funds for the project described in this Resolution.

Section 2. The Mayor, or other authorized official, may execute and submit all documents needed to apply for, accept, and administer the grant if awarded.

Section 3. The City of Paris will comply with all applicable federal and state requirements governing the CDBG-ED program.

Section 4. The Mayor and other appropriate City officials may take any additional actions needed to carry out this Resolution and implement the project if funding is awarded.

ADOPTED this 26th day of May 2026.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



May 20, 2026

Paris City Commission
525 High Street
Paris, KY 40361

Re: Support for CDBG Application

Dear Commissioners,

I am writing to request your continued support for Divine Spirits' new facility located at 1510 South Main Street in Paris, the former Woodford Spears campus (the "Property"). The City of Paris has been an invaluable partner in moving this project forward, having supported our incentive application to the Kentucky Cabinet for Economic Development and by approving a zone change that corrected the prior split-zoning of the Property.

Specifically, Divine Spirits is requesting that the City of Paris serve as the applicant for a Community Block Development Grant (CDBG) that will allow for a water tank and related infrastructure to be purchased and installed at the Property. The CDBG program is funded through federal economic development funding and dispersed through the Kentucky Department of Local Government. While the CDBG application will not require the City of Paris to commit any of its funds to the project, the CDBG program does require a local governmental entity to sponsor the project as the applicant.

As is, the current water service along Main Street is not sufficient for our business needs. The installation of a water tank at the Property will ensure that Divine Spirits has the water service necessary to be fully operational. The CDBG funding and the installation of the water tank is critical to Divine Spirits completely its build out of the Property and moving its business operations to Paris. Once complete, the Divine Spirits facility will be a financial boon for our community, with approximately 50 new jobs and a tourist attraction that will bring visitors to Paris.

Again, we appreciate your continued support and consideration of this request. Myself and other Divine Spirits representatives plan to attend the Paris City Commission meeting on Tuesday, May 26th and would be happy to answer any questions you may have about our project and the CDBG application.

Sincerely,

Victor Anderson



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Second Reading: Ordinance 2026-3; Amending the Wastewater Surcharge Rates

DEPARTMENT: Commission and Board

RECOMMENDED MOTION: None - First reading

DESCRIPTION: In 2025, the City amended the surcharge rates in Section 33.602 but those revisions should also have been applied to Section 33.509. Additionally, the line item charge for PH was initially approved for a flat surcharge of \$25 per violation. The State now relies upon a federal regulation outlining PH as a notice of violation resets parameter which requires amended the City ordinance.

REQUESTED BY:

Name: Michael Harris, Wastwater Department

**CITY OF PARIS
ORDINANCE NO. 2026-3**

**AN ORDINANCE AMENDING THE RATES AND CHARGES FOR
USERS OF WASTEWATER TREATMENT WORKS**

WHEREAS, user rate charges for the wastewater treatment works had not be assessed in over 20 years and were in need of periodic updating; and

WHEREAS, the City enacted Ordinance 2025-4 to make certain amendments and now believes additional amendments and corrections are needed to the pertinent sections of the City's Code of Ordinances,

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PARIS CITY COMMISSION THAT THE SECTIONS 33.509 and 33.603 OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

§ 33.509 CHARGES; FEES

(A) The fees associated with establishing, operating, or updating the city's pretreatment program shall consist of the actual and direct cost incurred. These fees or charges shall be jointly and equally shared by all pretreatment participants.

(B) The fees for monitoring, to include biomonitoring, inspections, surveillance procedures, reviewing actual discharge procedures (to include clean-up, stabilization, neutralization or other treatment as may be required and/or construction) shall consist of the actual and direct costs incurred by the city. These fees or charges shall be assessed individually to each pretreatment participant as may be necessary.

(C) The fee for each initial permit application or annual renewal shall be three hundred dollars (\$300.00) for identified commercial or industrial participants.

(D) (1) The fee for wastehaulers to be permitted shall be three hundred dollars (\$300.00);
(2) The fees for discharging waste into the POTW shall be twenty-five dollars (\$25.00) per one thousand (1,000) gallons.

(E) (1) The fees for consistent removal by the POTW of pollutants otherwise subject to Federal Pretreatment Standards shall be:

(a) BOD in excess of 250 mg/l = ~~\$.20~~ **\$.40** per pound;

(b) TSS in excess of 300 mg/l = ~~\$.20~~ **\$.40** per pound;

(c) NH₃N in excess of 30 mg/l = ~~\$.17~~ **\$.75** per pound;

(d) Oil & Grease of 100 mg/l = \$.29 per pound

(e) PH a test result outside limits (5.5-10.0) will result in a Notice of Violation (NOV) and retest

(2) These fees shall be calculated as follows:

Fee = [Q MGD (P - A) (8.34/lb gal) R/lb]

Q MGD = Flow Million Gallons/Day
P = Parameter concentration
A = Allowable parameter concentration
R/lb = Rate \$ per pound

(F) Other fees as the city may deem necessary to carry out the requirements contained herein shall consist solely of the actual and direct costs incurred by the city.

(G) These fees relate only to the matters covered by this article and are separate from all other fees chargeable by the city.

§ 33.603 RATES AND CHARGES

(A) The following schedule of user charge rates shall apply to each user of the wastewater treatment works. This schedule includes rates for OM&R and rates for debt service charges, each based on the volume of metered or estimated water consumption.

WASTEWATER SERVICES

MONTHLY RATE SCHEDULE*

(*To Become Effective with the 1/1/99 Billing)

OM&R Debt Service Total User Chg. Minimum Bill
Total Gallons 1000 gal. 1000 gal. 1000 gal. = \$10.66

<u>Water Consumption</u>		<u>Rate</u>	<u>Service</u>	<u>Rate</u>	<u>(2,000) gal.</u>
FROM	TO				
0-2,000	gal.	\$2.52	\$2.81	\$5.33	
2,001	5,000 gal.	\$2.52	\$2.81	\$5.33	
5,001	10,000 gal.	\$2.52	\$2.81	\$5.33	
10,0001	25,000 gal.	\$2.52	\$2.81	\$5.33	
25,001	over	\$2.52	\$2.81	\$5.33	

(B) For residential, industrial, institutional, and commercial users, monthly user charges will be based on actual water usage. If a residential, commercial, institutional, or industrial user has a consumptive use of water, or, in some other manner, uses water which is not discharged into the wastewater collection system, the user charge for that contributor may be based on readings of a wastewater meter(s) or separate water meter(s) installed and maintained at the user's expense.

(C) For those users whose wastewater has a greater strength than normal domestic wastewater, a surcharge, in addition to the normal user charge, will be collected.

(1) *Surcharge rates.* The following surcharge rates shall apply to each user of the treatment works that has received permission from the Superintendent or designated authority to

contribute excessive strength sewage:

<u>Pollutant</u>	<u>Surcharge Rates</u>
C.B.O.D.	\$.40 per pound over limit
T.S.S	\$.40 per pound over limit
NH3N	\$.75 per pound over limit
Oil & Grease	\$.29 per pound over limit
<u>PH</u>	<u>a Notice of Violation (NOV) and retest will be administered per violation</u>

~~In addition, a \$25.00 fee shall be imposed for any Ph. This fee shall be imposed for each violation.~~

(2) *Method of billing surcharges.* The excessive strength surcharge shall be based on a formula pursuant to subsection (D) below, with the total applied to the monthly bill of affected users.

(D) *Example formula.* $(A(D-250) + B (E-250) + c (F-25)) \times .00834 \times G = \text{surcharge payment } (\$/\text{Mo.})$

- (1) Where formula components are as follows:
 - (a) Surcharge rate for BOD, in \$/pound.
 - (b) Surcharge rate of SS, in \$/pound.
 - (c) Surcharge rate for other pollutant(s) in \$/pound.
 - (d) User's average BOD concentration in mg/l.
 - (e) User's average SS concentration, in mg/l.
 - (f) User's average other pollutants concentration, in mg/l.
 - (g) User's monthly flow to wastewater works, per 1,000 gallons.

(2) No reduction in wastewater service charges, fees, or taxes shall be permitted because of the fact that certain wastes discharged to the wastewater works contain less than 250 mg/l of BOD, 300 mg/l of SS, or 30 mg/l of other pollutant(s) (NH3N).

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

The foregoing ordinance was introduced and read for the first time as the City Commission's regular meeting of May 12, 2026. Read for the second time, adopted and approved at its regular meeting of May 26, 2026.

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Municipal Order 2026-50; Recommendation to Hire: E-911 Dispatcher

DEPARTMENT: Police

RECOMMENDED MOTION: Move to approve Municipal Order 2026-50 for the full-time hire of Heath Harney to the position of E-911 Dispatch, pay scale P3-1.

DESCRIPTION: Mr. Harney will be filling a position created by attrition.

Staff recommends approving the full-time hire of Heath Harney as E-911 Dispatcher in the Police E911 Department, effective June 1, 2026. This position is authorized in the current budget.

His employment in this role is pending pre-employment drug testing and background check. His hire is contingent upon the approval of this Commission.

REQUESTED BY:

Name: Jorell Flora, HR Director
Mark Burden, Police Chief

**CITY OF PARIS
ORDER NO. 2026-50**

**A MUNICIPAL ORDER APPROVING THE FULL TIME HIRE OF HEATH
HARNEY TO THE POSITION OF E-911 DISPATCHER**

WHEREAS, a vacancy existed within E-911 for the position of E-911 Dispatcher due to attrition; and

WHEREAS, following the completion of an interview process, Heath Harney was identified as the most qualified candidate to fill the vacancy; and

WHEREAS, the hiring department recommends Heath Harney for the full-time position of E-911 Dispatcher;

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky, that the full-time hire of Heath Harney to the position of E-911 Dispatcher is hereby approved with an effective start date on or after June 1, 2026.

Dated this 26th day of May 2026.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Resolution 2026-8; Safe Routes to School (07-3504): Transportation Alternatives Program- Increased Design Funds

DEPARTMENT: Administration

RECOMMENDED MOTION: Move to approve Resolution 2026-8 authorizing the Mayor, City Manager and City Clerk to sign supplemental agreement No.1 with the Transportation Cabinet for a sidewalk project funded by Safe Routes to School and Transportation Alternative Program.

DESCRIPTION:

This item is a proposed amendment to the Memorandum of Agreement (MOA) originally executed on March 30, 2016, between the Kentucky Transportation Cabinet (KYTC) and the City of Paris for the Paris Safe Routes to School (SRTS) Project.

The amendment modifies the project's Scope of Work and Budget and extends the agreement term to December 31, 2028. All other original terms and conditions of the agreement remain unchanged.

Scope of Work:

The project includes preliminary engineering (PE), environmental review, design engineering, and right-of-way (ROW) activities for sidewalk construction:

- Along US 68 from Ridgeway Drive to KY 1678; and
- Along KY 1678 from US 68 to the driveway of Bourbon Heights in Paris.

Budget Modifications:

The amendment adds funding for both the Design and Right-of-Way phases of the project:

Design Phase (Recipient – SRTS Funds):

Original: \$65,000

Supplemental: +\$50,000

Total Recipient Design Funding: \$180,000

Design Phase (Cabinet):

\$227

Right-of-Way Phase (Recipient – TAP Funds):

\$50,000 federal

\$12,500 local match
Total Recipient ROW Funding: \$62,500

Right-of-Way Phase (Cabinet – TAP Funds):
\$5,000 federal
\$1,250 state match
Total Cabinet ROW Funding: \$6,250

Federal funding requirements remain in effect. Each project phase (design, ROW, utilities, construction) must receive written notice to proceed from KYTC prior to initiation. Project end dates are established per FHWA requirements, and expenditures incurred after an approved phase end date are not eligible for reimbursement.

This has been brought before commission previously by Resolution 2023-5. However, due to staff transition internally as well as at the Transportation Cabinet, the signed agreement was not received by the cabinet secretary for signature. The original supplemental agreement extended the project to April 2024 and made amendments to the scope of work budget. This was brought before commission in March 2026 but additional design funds have been awarded. Resolution 2026-4 allowed design funds up to \$115,000. This updated resolution increases the design funds to \$180,000.

The design costs have increased due to work that has been performed but not yet invoiced by GRW. The City has asked GRW to revise plans on a few occasions.

Staff is recommending the authorization to execute Supplemental Agreement No.1 with the Transportation Cabinet.

REQUESTED BY:

Name: Merissa Williamson, Purchasing & Grants Manager

**CITY OF PARIS
RESOLUTION 2026-8**

**A RESOLUTION APPROVING A SUPPLEMENTAL AGREEMENT NO.1
WITH THE KENTUCKY TRANSPORTATION CABINET FOR PROJECT
SAFE ROUTES TO SCHOOL**

WHEREAS, the City of Paris has determined that it is in the public interest that the City of Paris will undertake Safe Routes to School Project SC- 628-1800003579 under project Walk to School for sidewalks along US68 from Ridgeway Dr to KY1678 and along KY 1678 from US68 to Kristen Lane in Paris;

WHEREAS, in March 2016 the parties entered into an agreement and the scope of work has been amended therefore the parties desire to amend and or supplement said agreement;

WHEREAS, the budget scope award is \$180,000 for the design phase;

THEREFORE, Be it resolved that the City of Paris authorizes the Mayor, City Manager or City Clerk to execute any and all documents and other project related materials, including supplemental agreement no.1.

ADOPTED this 26th day of May 2026.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Approval of New Job Description; Police Department: Drug Task Force Director
DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve the Drug Task Force Director job description.

DESCRIPTION:

The department is requesting approval to establish the new position of Drug Task Force Director to provide full-time leadership and oversight of the multi-jurisdictional drug task force serving Bourbon and Harrison Counties.

This position would be responsible for the day-to-day management of task force operations, including narcotics investigations, confidential informant oversight, evidence management, grant administration, fiscal accountability, personnel coordination, training compliance, and reporting to the Task Force Board.

The position will also serve a broader community role by coordinating opioid response efforts, prevention initiatives, and collaboration with treatment providers and community partners.

Funding for this position is anticipated to come through task force grant funding and other designated task force resources, with the Director also responsible for administering grant compliance, financial reporting, and related budget oversight. Establishing this position provides dedicated leadership for the task force while strengthening operational accountability, regional coordination, and long-term sustainability of the program.

REQUESTED BY:

Name: Mark Burden, Chief of Police
Jorell Flora, HR Director

CITY OF PARIS JOB DESCRIPTION

Position: Drug Task Force Director/Unit Commander

Reports to: Police Chief or Designee

Department: 1-124

Status – Salary Exempt

JOB SUMMARY

The Director/Unit Commander shall serve in a full-time capacity and shall be appointed by, and accountable to, the Police Chief and the Drug Task Force Board of Directors. The individual must be a sworn law enforcement officer with a participating task force agency and must maintain current POPS certification and remain KLEC certified and in good standing.

The Director/Unit Commander is responsible for overseeing, leading, and coordinating all task force operations, with a primary focus on investigating drug trafficking and offenses related to the organization or facilitation of illegal drug activity within Bourbon and Harrison Counties. This position also requires collaboration with community partners to address opioid addiction and related issues.

EXAMPLES OF DUTIES

The Director/Unit Commander is responsible for the day-to-day management of all investigative operations of the Unit, including the review and approval of raid and operational plans. This position oversees the approval, supervision, and documentation of confidential informant usage, as well as the authorization, monitoring, and accountability of confidential funds. The Director ensures all case reports and investigations are properly reviewed and approved and conducts regular case reviews to ensure compliance with applicable laws, policies, and best practices.

The Director is also responsible for reviewing and approving end-of-month reports, including timesheets, informant usage logs, confidential expenditures, payment and purchase records, and overtime documentation. Additionally, the position oversees the proper maintenance, auditing, and security of evidence, including narcotics and seized property, and ensures accurate inventories of Unit property and equipment. Clerical operations and records management must be supervised in accordance with applicable records-retention and confidentiality laws.

Further responsibilities include collecting, maintaining, and analyzing drug-related and arrest data; operating a secure and certifiable evidence facility; and coordinating the transport of evidence to and from the appropriate crime lab. The Director/Unit Commander shall coordinate with the KSP BEAST records system and ensure that all participating agencies provide appropriate investigative, legal, and firearms training for personnel. The Director/Unit Commander is also responsible for ensuring full compliance with all applicable Kentucky laws, grant requirements, Board policies, and governing agreements.

The Director/Unit Commander shall be responsible for all fiscal and grant-related functions of the Unit, including the preparation and submission of grant applications. The Director shall administer all grant awards and task force funds in accordance with applicable laws, grant conditions, and Board approval, and shall oversee all financial operations, including expenditures, reimbursements, and internal financial controls.

The Director shall ensure the maintenance of accurate and complete financial records, along with all supporting documentation, and shall provide detailed financial reports to the Board of Directors at regular Board meetings.

The Director shall ensure that all task force personnel are properly equipped and trained to respond to overdose incidents, including the possession and use of Naloxone. The Director shall coordinate and participate in community outreach and school-based educational programs focused on opioid awareness and prevention. Additionally, the Director shall provide non-investigative, aggregated data to treatment providers and community organizations regarding opioid trends and identified areas of need, in compliance with all confidentiality laws. The Director shall also support and promote collaboration among law enforcement, treatment providers, and local agencies.

The Director shall provide regular reports to the Board of Directors that include operational updates (excluding confidential investigative details), financial summaries, grant compliance updates, staffing and training updates, and strategic recommendations related to funding, operations, and policy matters.

The Director/Unit Commander shall perform other duties as assigned.

REQUIREMENTS

All applicants must be KLEC certified and in good standing.

REQUIRED EDUCATION AND/OR EXPERIENCE

- Graduation from an accredited high school or equivalent (GED) is required; a bachelor's degree is preferred.
- POPS certification and remain KLEC certified and in good standing.
- Proficiency in typing, basic mathematics, and the use of computers and related hardware and software is required.
- Experience working with vendors and managing maintenance contracts is preferred.
- Ability to work effectively with co-workers, supervisors, and the public while maintaining a professional and positive attitude.
- Demonstrated initiative, sound judgment, and the ability to complete specialized duties in a timely manner.
- Proven skills in planning, organization, and problem-solving.
- Ability to track and report hours worked across multiple departments for budgeting purposes.
- Strong interpersonal skills, including the ability to work with multi-agency command staff, government officials, community leaders, and the public.
- A minimum of five (5) years of leadership experience is required, preferably in a drug investigative unit or in the management of a drug task force.

SKILLS

Ability to establish and maintain effective working relationships with employees, the public, and related departments. Must demonstrate initiative, dependability, sound judgment, composure under pressure, and a high degree of integrity.

ADDITIONAL INFORMATION

Tools and Equipment

Equipment utilized includes standard law enforcement and office tools necessary for task force operations, including but not limited to communication systems, surveillance and investigative equipment, and general office equipment. The position requires the use of computers with multiple displays, scanners, copiers, telephone systems, and internet-based systems.

Physical Demands

Work is performed in both office and field environments. Duties require intermittent sitting, standing, walking, bending, reaching, and stooping. The position requires the ability to lift and carry objects weighing more than 25 pounds and to perform tasks associated with law enforcement operations.

Mental Effort: Heavy

Interruptions: Constant

Confidential Information: Regular use



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Approval of Updated Job Description; Fire Department: Fire Captain
DEPARTMENT: Fire

RECOMMENDED MOTION: Move to approve updated Fire Captain Job Description as presented.

DESCRIPTION: The City of Paris is updating job descriptions for all Fire Department roles, to ensure alignment with current professional standards and operational requirements. These revisions reflect the City's standardized certification processes, incorporate changes in state and industry expectations.

This update includes the integration of ongoing continuing education requirements to support skill development, maintain licensure, and ensure personnel are fully prepared to meet evolving community needs. Additionally, an annual physical agility assessment will now be required for applicable positions to verify that personnel possess the physical readiness necessary to perform essential job duties safely and effectively.

REQUESTED BY:

Name: Josh Hurst, Fire Chief
Jorell Flora, HR Director



Title: Fire Captain Job Description

Date Issued:
Date Last Revised: May 2026
Revision Number:
Total Pages: 3
Chief: Josh Hurst

Class Title: Fire Captain

Characteristics of the Class: Under general direction, serves as officer in charge of operations at a station and assumes initial command at a fire scene until the arrival of the Battalion Chief, and any other related work.

Examples of Duties: As officer in charge on an assigned shift at a station, trains personnel in the use of tools, equipment, and apparatus, including driving. Instructs in the testing of hose, hydrants, and fire pumps. Upon arrival at the fire scene place lines and personnel to put out the fire and protect surrounding property. Upon the Battalion Chief's arrival, a crew of firefighters works under their direction. Ensure that fire trucks are always in operating condition. Performs station maintenance.

Example of Duties:

- Will participate in Firefighting, Rescue, and Emergency Medical Responses.
- Learns all departmental rules and regulations and abides by the same.
- Responds to all emergency calls with their company or any other company as directed by superior officers.
- Complete Daily Firehouse Report
- Performs all requirements to maintain certification/licensure as an EMT or Paramedic.
- Perform basic and advanced life support as necessary.
- Responsible for patient care reports and participation in QA/QI.
- Completes Officer Check on EC units at assigned station on StationCheck at assigned station and ensure all checks are completed for the day at other stations.
- Studies all prescribed training materials as well as locations of city streets and county roads.
- Learns proper use of tools and equipment within the department.
- Performs a wide variety of housekeeping chores and any other duties assigned by a superior officer.
- Performs routine general maintenance work as assigned by the superior officer.
- Attends training schools or classes as recommended.
- Performs all tasks under direct supervision of a superior officer and follows all order to meet the overall mission of the Paris Fire Department.
- Operate as both a member of a team and independently.
- Spends extensive time exposed to severe weather conditions.
- Operate in environments of high noise, poor visibility, and limited mobility at heights and enclosed spaces due to nature of emergency and weather conditions.
- Tolerates extreme fluctuations of temperature.
- Performs in wet, icy, and muddy areas.
- Performs a variety of tasks on slippery, hazardous surfaces.

- Works in areas where sustaining traumatic or thermal injuries are possible.
- Faces exposure to body or health damaging agents.
- May wear personal protective equipment that weighs more than 50 pounds.
- Perform complex tasks during life threatening emergencies.
- Makes life and death decisions during emergency conditions.
- Exposed to traumatic sights and smells associated with trauma or burn victims.
- Make rapid transitions from rest to near maximal exertion without warmup period.
- Works for long periods of time, requiring sustained physical activity and intense concentration.
- Rely on senses of sight, hearing, smell, and touch to help determine the nature of the emergency, maintain personal safety, and make critical decisions in a confusing, chaotic, and potentially life-threatening environment.
- Complete timesheets of each member of their station daily on Kronos.
- Reviews Fire/EMS reports for their shift to ensure they are complete. Deletes any drafts or runs that are unneeded daily.
- Acts as the Step-up to Battalion Chief in lieu of the Battalion Chief's absence.
- In charge of shift training, assigning and/or leading. Scheduling and reporting training to Kentucky Fire Commission.

Minimum Qualifications

Training and Experience: Graduation from an accredited high school or its equivalent (GED) and five (5) years of progressively responsible full-time career firefighting experience at any department. Fire Inspector 2 certification, IFSAC Firefighter 2, Fire Instructor 1 certification required. Fire Officer 2 recommended. Will need all certifications within one (1) year of promotion. If certifications are not completed timely, that person can be demoted at the Fire Chief's discretion. Personnel under probationary status are not eligible.

Special Necessary Requirements: Completion of the required annual training. Possession of valid vehicle operator's license as issued by the Commonwealth of Kentucky.

Special Knowledge, Skills, and Abilities: Considerable knowledge of modern firefighting principles, techniques, and skills in their application. Considerable knowledge of departmental policies, rules, and regulations. Considerable knowledge of the operation and maintenance of the various types of apparatus and equipment used and the ability to supervise the effective use of it. Ability to establish and maintain effective work relationships with other employees, officials, and the public. Fitness. Resourcefulness. Alertness. Sound Judgement. Integrity.

All EMS & Fire personnel shall be able to perform the annual physical agility test.

JOB RESPONSIBILITIES RELATED TO PATIENT PRIVACY

The employee is expected to protect the privacy of all patient information in accordance with the City of Paris Fire/EMS privacy policies, procedures, and practices, as required by federal [and state] law, and in accordance with general principles of professionalism as a health care provider. Failure to comply with the City of Paris Fire/EMS policies and procedures on patient privacy may result in disciplinary action up to immediate termination of employment, membership, and association with the City of Paris.

The employee may access protected health information and other patient information only to the extent that is necessary to complete their job duties. The employee may only share such information with those

who have a need-to-know specific patient information you have in your possession to complete their job responsibilities related to treatment, payment, or other City of Paris Fire/EMS operations.

The employee is encouraged and expected to report, without the threat of retaliation, any concerns regarding the City of Paris Fire/EMS policies and procedure on patient privacy and any observed practices in violation of that policy to the designated Privacy Officer.

The employee is expected to actively participate in the City of Paris Fire/EMS training program and is required to communicate privacy policy information to coworkers, students, patients, and others in accordance with the City of Paris Fire/EMS policy.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk or listen, stand, walk, use hands to finger, handle, or operate objects, tools, or controls, and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch, or crawl while carrying a load, and taste and smell.

The employee must frequently lift and/or move up to 175 pounds and occasionally lift and/or move greater than 175 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in offices, vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night. Work is often performed in emergencies and stressful situations. Individuals are exposed to hearing alarms and hazards associated with emergency scenes, including noxious odors, fumes, chemicals, and smoke.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electric shock, and vibration.

The noise level in the work environment is usually quiet in the office settings, and loud at an emergency scene.

These examples of duties are intended only as an illustration of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.



Title: Fire Captain Job Description

Date Issued:
Date Last Revised: May 2026
Revision Number:
Total Pages: 3
Chief: Josh Hurst

Class Title: Fire Captain

Characteristics of the Class: Under general direction, serves as officer in charge of operations at a station and assumes initial command at a fire scene until the arrival of the Battalion Chief, and any other related work.

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- Acts as the Step-up to Battalion Chief in lieu of the Battalion Chief's absence.
- In charge of shift training, assigning and/or leading. Scheduling and reporting training to Kentucky Fire Commission.

Minimum Qualifications

Training and Experience: Graduation from an accredited high school or its equivalent (GED) and five (5) years of progressively responsible full-time career firefighting experience at any department. Fire Inspector 2 certification, IFSAC Firefighter 2, Fire Instructor 1 certification required. Fire Officer 2 recommended. Will need all certifications within one (1) year of promotion. If certifications are not completed timely, that person can be demoted at the Fire Chief's discretion. Personnel under probationary status are not eligible.

Special Necessary Requirements: Completion of the required annual training. Possession of valid vehicle operator's license as issued by the Commonwealth of Kentucky.

Special Knowledge, Skills, and Abilities: Considerable knowledge of modern firefighting principles, techniques, and skills in their application. Considerable knowledge of departmental policies, rules, and regulations. Considerable knowledge of the operation and maintenance of the various types of apparatus and equipment used and the ability to supervise the effective use of it. Ability to establish and maintain effective work relationships with other employees, officials, and the public. Fitness. Resourcefulness. Alertness. Sound Judgement. Integrity.

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The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electric shock, and vibration.

The noise level in the work environment is usually quiet in the office settings, and loud at an emergency scene.

These examples of duties are intended only as an illustration of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Approval of New Job Description; E-911: Communications Director Position

DEPARTMENT: Police

RECOMMENDED MOTION: Move to approve the E-911 Communications Director Position as presented.

DESCRIPTION:

The department is requesting to establish the position of E911 Communications Director to provide dedicated leadership and operational oversight for the City's communications center.

This position would be responsible for planning, organizing, and directing all communications center activities, including emergency dispatch operations for police, fire, EMS, and city utilities. Responsibilities include supervising dispatch personnel, scheduling and staffing coverage, training and performance oversight, communications system management, and ensuring efficient and professional delivery of emergency communication services.

In addition to daily operational management, the position would serve as the primary point of contact for critical communications infrastructure and related systems, including CAD systems, IT coordination, TAC communications, court communications, emergency protective orders, NCIC connectivity, 911 grant administration, 811 communications, and stolen property tracking. The position also maintains oversight of Bourbon County's address database and the continued reliability of the 911 communications system.

Funding for this position is included within the Police Department budget and supports the need for dedicated administrative and operational leadership of the communications center. Establishing this position provides improved oversight, accountability, system coordination, and continuity for a critical public safety function.

REQUESTED BY:

Name: Mark Burden, Chief of Police
Jorell Flora, HR Director

CITY OF PARIS JOB DESCRIPTION

Position: E911 Communications Director

Reports to: Police Chief or Designee

Department: 1-124

Status – Salary Exempt

JOB SUMMARY: Under general direction of the Police Chief or designee, plans, organizes, directs and coordinates the activities of the Communications Center. Performs responsibilities and specialized operations related to dispatching emergency calls to police, fire, ems, and city utilities as needed from the communication center. Assign dispatchers to duty on designated shifts, review and approve time cards, see that they work in an efficient and professional manner, fills in open shift as needed, and does related communications work as required.

Serving as the primary contact for IT concerns, CAD Systems, TAC, Court communications, EPO and Domestic Orders, 911 Grants, Link NCIC, 811 Communications, and stolen property tracking.

EXAMPLES OF DUTIES: Plans and directs, the work of the communications center. Enforces rules and regulations, work methods and procedures. Reviews work of Communications Dispatchers. Ascertains that new and regular dispatchers receive adequate training in communications methods and procedures, use of computer systems; and related activities. Conducts the Communications correspondence, requests needed supplies, and recommends the purchase of necessary equipment. Performs public relations functions. Perform duties as Communication Technician as required.

Thru application of technical skills is responsible for communication services for Law Enforcement, Fire / EMS, and City Utilities, the accurate database of Bourbon County's streets addresses, and the proper operation of the 911 system. The work includes wide latitude of personal judgment with the following performance skills:

Multi- agency center experience

Strong Interpersonal and communication abilities

Technical service troubleshooting

REQUIRED EDUCATION AND/OR EXPERIENCE:

- Graduation from an accredited high school or its equivalent (GED), A bachelor's degree is preferred.
- Certification in basic telecommunication by the Kentucky Department of Criminal Justice Training.
- Five years' experience in public safety telecommunications minimum.
- Must be able to type and have a command of math as well as computers—and related computer hardware and software.

- Must have some experience with working with vendors and maintenance contracts.
- Must be able to work well with co-workers, supervisor, and the general public.
- Must maintain a positive attitude and willing to take initiative.
- Must be able to carry out specialized duties and assigned tasks in a timely manner. The successful candidate should have a proven record in planning and problem solving.
- Must be able to track hours worked in secondary departments for budgeting.
- The ability to interact and establish good working relationships with multi-agency command leadership, government, and community officials, leaders, and the general public.

SKILLS:

Ability to establish and maintain effective working relations with employees, the general public, and all other related departments. Must be willing to take initiative, be dependable, alert, calm, and have integrity.

ADDITIONAL INFORMATION:

Tools, Equipment: General office equipment and dispatch equipment including but not limited to radio maintenance. Personal Computer with multiple screen display, scanner, copier, telephone system, radio, fax, internet.

Physical Demands: Work is generally performed indoors; intermittent sitting, standing, walking, bending, carrying, stretching and/or stooping required; must be able to lift objects weighing in excess of 25 pounds

Mental Effort: Heavy.

Interruptions: Constant.

Confidential Information: Regular use of confidential information.



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Request to Purchase: Wastewater Treatment Plant Truck

DEPARTMENT: Waste Water

RECOMMENDED MOTION: Motion to approve a purchase of a 3/4-1 ton truck in the amount of \$59,489 from Freedom Dodge. Further, authorize the Mayor, City Manager or City Clerk to execute all necessary documents.

DESCRIPTION: On March 2026, the Wastewater Treatment Plant solicited formal bids for the purchase of a 3/4-1 ton truck.

At the time of the bid opening or after, no formal bids were received.

Staff obtained quotes from multiple vendors, which can be seen attached.

Freedom Dodge - \$59,489

Dutch's Chevrolet Ford- \$59,490

Bob Hook Chevrolet - \$67,777

Bachman Auto - \$60,993 + Service Bed Total

This purchase is included in the current fiscal budget and is funded through the Capital Improvement Plan under project code 23WW09 Fleet Replacement.

All bid related documents are available for review in the Purchasing Manager's office upon request.

REQUESTED BY:

Name: Michael Harris, Wastewater Treatment Plant Superintendent

Merissa Williamson, Purchasing and Grants Manager



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Request to Purchase: Wastewater Treatment Plant; Houston Oaks Lift Station Pump

DEPARTMENT: Waste Water

RECOMMENDED MOTION: Motion to approve the purchase of a Barnes Lift Station Pump in the amount of \$24,744 from Service Specialties.

DESCRIPTION:

Staff is requesting approval to purchase a replacement lift station pump due to the failure of the existing pump. Inspection of the current unit revealed severely cracked impellers, including a crack that has nearly separated the impeller into two sections, rendering the pump unreliable for continued operation.

Quotes were obtained for both rebuilding the existing pump and purchasing a new replacement pump. Staff was advised that rebuilding the existing unit is unusually expensive because the current Barnes pump model has been discontinued, and replacement parts such as the impeller are no longer readily manufactured. Parts are now being produced on a limited, as-needed basis, significantly increasing repair costs and future maintenance concerns.

In consultation with vendors, staff determined that a newer, more efficient 25HP pump would adequately perform the work previously handled by the older 30HP pump. The proposed replacement pump offers improved efficiency and better long-term serviceability.

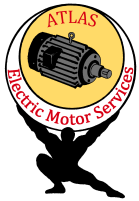
Staff received the following quotes for the replacement pump:

- Service Specialties – \$24,744.00
- Atlas – \$25,714.00
- Air Hydro Pro – \$27,525.33

Staff recommends approving the purchase to Service Specialties in the amount of \$24,744.00 as the lowest and most cost-effective proposal.

REQUESTED BY:

Name: Michael Harris, WWTP Superintendent
Merissa Williamson, Purchasing & Grants Manager



ATLAS ELECTRIC MOTOR SVC & SALES INC
PO BOX 240
76 CUMMINGS DR
WALTON, KY 41094

Estimate

Date	Estimate #
5/5/2026	050526

Name / Address
CITY OF PARIS 525 HIGH STREET PARIS, KY 40361

Ship To
CITY OF PARIS WATER TREATMENT 525 HIGH STREET PARIS, KY 40361

DUE TO RECENT SUPPLY CHAIN ISSUES, ALL ESTIMATES ARE CONSIDERED ROUGH ESTIMATES AS PARTS PRICES ARE CHANGING DAILY.

		P.O. No.	Project	
Item	Description	Qty	Cost	Total
MOTOR	BARNES ENVIE EX-PROOF SEWAGE PUMP, *260MM MONO VANE IMPELLER, 4" DISCHARGE, 25HP, 460V, 30.4AMPS, 3PH, 175RPM, **50'CORD	1	25,714.00	25,714.00
FREIGHT	FREIGHT PRE PAY & ADD			0.00
	*260MM IMPELLER IS STANDARD AND WILL BE USED UNLESS YOU SPECIFY A DIFFERENT SIZE, NO ADDITIONAL CHARGE TO SPECIFY ANOTHER SIZE. [**INCLUDED & INSTALLED ON PUMP] BARNES CORD SET 50FT LONG FOR 460VOLT PUMPS			
	FACTORY LEADTIME: 4-5 WEEK FREIGHT COST IS ADDITIONAL			
ANY MOTORS NOT REPAIRED OR REPLACED WILL BE SUBJECT TO AN INSPECTION FEE BASED ON INSPECTION TIME.		Subtotal		\$25,714.00
Phone #	Fax #	E-mail	Sales Tax (0.0%)	
859-485-7870	859-485-7873	krista@atlaselectricmotor.com	Total	
			\$25,714.00	



Quote Expires On: 05/18/2026

AHP Gatterdam
 4615 Bittersweet Rd
 Louisville KY 40218
 Phone: 502-776-3937
 Fax:

Order Number	22068215
Order Date	5/4/2026
Requested Ship Date	6/16/2026
Page	1 of 1

Bill To:

City of Paris
 525 High St
 Paris, KY 40361
 US

Ship To:

City of Paris
 525 High St
 Paris, KY 40361
 US

Requested By: MICHAEL HARRIS

<i>Your PO Number</i>	<i>Carrier</i>	<i>Taker</i>
GIS-QUOTE	Gatterdam Delivery	Blake Hemberger

The US Government recently announced additions to Tariff 232 which impacts many of our products. Effective immediately select products will be assessed a surcharge or price increase at the time of shipment and could vary depending on the tariff effect by product. These surcharges may not be reflected in the price quoted or ordered, as changes in the tariff status is fluid.

<i>Quantities</i>				<i>Item ID</i>	<i>Requested Ship Date</i>	<i>Unit Price</i>	<i>Extended Price</i>
<i>Ordered</i>	<i>Allocated</i>	<i>Remaining</i>	<i>UOM</i>	<i>Item Description</i> <i>Customer Part Number</i>			
1.00	0.00	1.00	EA	4XSHMB25044	6/16/2026	27,525.333	27,525.33
BARNES Explosion Proof Solids Handling 10.24" Mono Vane Impeller, 4" Discharge, 25HP, 460V, 33.2 Amps, 3PH, 1750RPM, 50' Cord (125499XF) 4XSHMB25044							

Order Line Notes: Lead Time: approx. 5-6 Weeks ARO

Total Line Items 1 **ITEM SUBTOTAL** 27,525.33

The prices quoted are good for 14 days. Any orders received where product is shipped after 30 days, could be subject to manufacturers price increases. Buyer agrees to the Terms and Conditions provided by Air Hydro Power which can be found at www.airhydropower.com/about/terms-conditions



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Request to Surplus; Electronics Items: Police Department

DEPARTMENT: Grants & Purchasing

RECOMMENDED MOTION: Move to approve the surplus of electronic items for recycling, or scrap and authorize the Mayor, City Manager, and City Clerk to execute any necessary documents.

DESCRIPTION: The attached list consists of items that were acquired by the City of Paris or has come into possession of the City. They are being declared surplus because they are broken and/or no longer useable as intended when acquired.

It is in the best interest of the public to dispose of these items as they are no longer needed and are causing a hazard because of the large amount of accumulation in storage areas.

In keeping with KRS 82.083, items will be sold for scrap or disposed of as garbage/ recycling in a manner consistent with the public interest if the property has no value, or of nominal value as determined by an independent appraisal; or it will be sold by sealed bid or through online auction.

REQUESTED BY:

Name: Mark Burden, Police Chief
Merissa Williamson, Purchasing & Grants Manager



City of Paris POLICE DEPARTMENT



TO: Paris City Commissioners

FROM: Chief Mark Burden

DATE: 5/13/2026

SUBJECT: Surplus Property Disposal/Destruction

This memo is to request approval for the disposal and/or destruction of electronic equipment formerly utilized by Paris Police Department. Due to CJIS requirements, this equipment cannot be utilized by any non-law enforcement personnel and disposal requires the destruction of any hard drives of PC's or laptops.

This request is for the disposal of:

29 Laptops

11 Desktop PC's

6 Servers

7 Monitors

Chief Mark Burden

Paris Police Department



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: Street Closure Request: Festival on Fifth

DEPARTMENT: Administration

RECOMMENDED MOTION: Move to approve the updated street closure request from the Chamber of Commerce related to the Festival on Fifth, requesting the closure of Fifth Street between Main and Pleasant Streets from 4:30 p.m. to 11:00 p.m. with Police Department assistance as needed for June 12, July 10, and August 7.

DESCRIPTION: The Paris-Bourbon County Chamber of Commerce has submitted a street closure request for the Festival on Fifth Summer Concert Series, a seasonal downtown community concert event. The request is for the closure of Fifth Street between Main Street and Pleasant Street from 4:30 p.m. to 11:00 p.m. on June 12, July 10, and August 7 to accommodate event setup, activities, and tear down. Police Department assistance will be provided as needed to support traffic control and public safety during.

Staff has received the application for the concert series and has distributed it to the appropriate departments for review.

REQUESTED BY:

Name: Stephanie Settles, City Clerk / Treasurer
Allyson Wellman, Chamber of Commerce



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

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 \$241,967.29 and Utility Fund in the amount of \$238,155.34.

DESCRIPTION: Attached is the summary of invoices for the General Fund (\$241,967.29) and Utility Fund (\$238,155.34). Both claims reports include data from the period May 5, 2026, through May 15, 2026.

In the Utility Fund on 5/15, \$80,000 was paid to Strand Associates for the Fords Mill Road Capital Improvement Project.

REQUESTED BY:

Name: Jeremiah Osborne, Brad Oberlander



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: May 26, 2026

AGENDA ITEM: City Manager Budget Message: FY26-27

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve the City Manager FY26-27 Budget Message as presented.

DESCRIPTION: Attached is the City Manager's Budget Message for Fiscal Year 2026–2027 (July 1, 2026–June 30, 2027).

This Budget Message provides a comprehensive look at the City's financial structure, fund allocations, investments in capital outlays, and personnel. The financial accounts of the City are organized into funds, groups of accounts used to control money earmarked for specific activities or objectives.

The budget projects a 5% cost of living (COLA) adjustment for employees' wages. The required retirement contributions for Fiscal Year 2027 are 17.43% for nonhazardous and 34.72% for hazardous employees. Both percentages have decreased compared to Fiscal Year 2026. The City's health premiums will remain the same as Fiscal Year 2026. This budget also anticipates making revisions to incentives related to the City education and training programs. All wage increases will take effect on July 1, with a pay date July 17th.

The General Fund drives general governmental services, including Police, Fire and Public Works. For FY 2027, the General Fund is projecting revenues to be approximately \$15 million. Sixty percent of revenues are estimated to come from Licenses and Permits. Estimated related expenditures consist of approximately 60% for Police and Fire. Further analysis of expenditures — salaries and benefits are approximately 50% of total expenditures, investments in capital outlays is approximately 18% and support for joint agencies and community partners is estimated at 13%. Overall funding increase for EMS is approximately 20% or \$136,490. For E911, the anticipated increase in funding is 12% or \$59,515 as it relates to joint agencies.

The Utility Fund is the other major fund for the City. The Utility Fund supports water, sewer, and electricity. The primary source of revenue is related to usage fees. Fiscal Year 2027 will be the third year of a three-year implementation of adjusting rates to increase funding for continued increases in related operating expenses and investments in infrastructure. The Utility Fund is projecting revenues to be approximately \$26.1 million. Revenues from water, sewer and electricity is approximately 53% of all revenues. Potential investments in infrastructure will mostly come from grants and debt services of approximately 34%. Further analysis of expenditures — salaries and benefits are approximately 16% of total expenditures, investments in capital outlays is approximately 48% and operating expenses are approximately 32%, with the purchase of electricity from KYMEA estimated to be just under \$5 million, approximately 50% of operating costs.

The first reading for the Fiscal Year 2026–2027 budget is scheduled for June 9, 2026, with a second reading at the June 23, 2026, commission meeting.

REQUESTED BY:

Name: Matt Belcher, City Manager