

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



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

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

**CITY HALL COURTROOM
January 7, 2021
5:00 P.M.**

REGULAR MEETING

Call to Order: Carlton, Gerrell, City Mayor

Roll Call: Traci Shannon, Finance Director

Pledge of Allegiance and Prayer

Approval of the Minutes of Previous Meetings: Regular Meeting – December 3, 2020

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: Recognition of Chief Elizondo's retirement and of new Chief Ricky Watson

OLD BUSINESS

1.) Request to Acquire Portion of Undeveloped Alley: Jennifer Morris, Community Development Director

NEW BUSINESS

1.) Financial Update: Traci Shannon, Finance Director

2.) Appointments to Boards: Carlton Gerrell, City Mayor

3.) Audit Presentation: Matt Wood, CPA, Alexander, Thompson, Arnold

4.) Ordinance to Delete Title 13, Chapter 1 of the Paris Municipal Code (First Reading): Kim Foster, City Manager

5.) Request to Write-Off Delinquent Property Tax: Traci Shannon, Finance Director

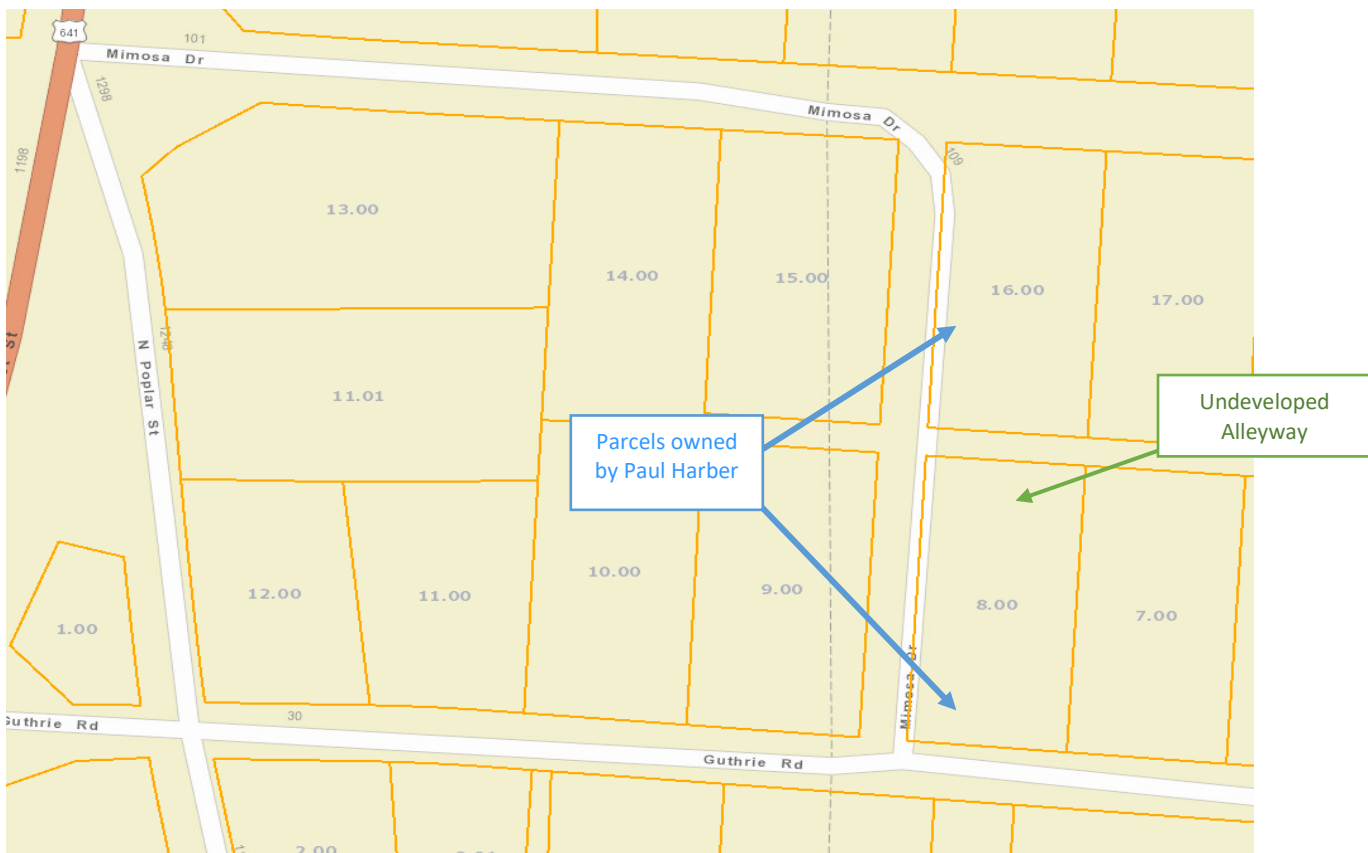
6.) Ordinance to Rezone County Owned Property Located on Hwy 218 By-Pass: Jennifer Morris, Community Development Director

Various Projects Updates: Kim Foster, City Manager

Adjournment

OLD BUSINESS
AGENDA ITEM NO. 1
Request to Acquire Portion of Undeveloped Alley

Mr. Paul Harber owns two parcels of property lying on either side of the west end of an undeveloped alley running between Guthrie Rd and Mimosa Dr. He has requested the City convey this undeveloped alley to him so that he can divide the two parcels into three for further residential development. A map of the location is following. This was referred to the Planning Commission in December for their recommendation. The Planning Commission is recommending the property be conveyed to Mr. Harber.



NEW BUSINESS
AGENDA ITEM NO.1
Financial Update

Narrative to November 2020 Operating Statement

Our retail sales tax revenue was up for the seventh month in a row. The month of October reflected an unbelievable 14.75% increase. We are now ahead 10.88% for our fiscal year-to-date.

General Fund revenues were ahead of expenditures for the month of November and we are now ahead fiscal year-to-date. Property tax revenue is finally rolling in and our sales tax revenue continues to increase. We did have a few large expenses in November which included \$100K for three new patrol vehicles, \$15K for repair of the track-loader, and \$29K for our annual audit.

Sanitation and Landfill revenues are also ahead for our fiscal year-to-date.

Other Business:

New employees: One part-time (Civic Center Maintenance)

Resignation: None

We issued seen business licenses in November:

New Business (3): La Tour Salon, The Shop on Wood Street, Wild Willow Boutique

New Owner & Location: Sally Lane's Candy Farm

New Owner: Take Me Back Restaurant LLC

Name Change: New Cingular Wireless (AT&T Mobility)

Add'l Location: Wicked Kolors LLC (Contractor from Clarksville)

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

	FY2017	FY2018	FY2019	FY2020	FY2021	% Incr(Decr)
JULY	\$748,999	\$791,918	\$787,901	\$802,267	\$898,979	12.05%
AUGUST	\$738,171	\$775,581	\$790,533	\$799,378	\$843,541	5.52%
SEPTEMBER	\$791,866	\$812,873	\$774,425	\$797,992	\$888,921	11.39%
OCTOBER	\$732,345	\$777,777	\$761,812	\$761,453	\$873,733	14.75%
NOVEMBER	\$770,351	\$821,637	\$809,116	\$807,105		
DECEMBER	\$999,663	\$927,868	\$960,027	\$957,286		
JANUARY	\$674,764	\$689,391	\$665,013	\$713,906		
FEBRUARY	\$684,426	\$697,202	\$704,313	\$727,380		
MARCH	\$840,859	\$840,412	\$877,659	\$840,175		
APRIL	\$792,642	\$774,320	\$849,875	\$865,360		
MAY	\$796,500	\$840,600	\$863,697	\$949,140		
JUNE	\$871,656	\$849,365	\$873,145	\$966,861		
TOTAL	\$9,442,243	\$9,598,946	\$9,717,515	\$9,988,303	\$3,505,174	
Previous YTD % Increase/Decrease	2.52%	1.66%	1.24%	2.79%	10.88%	

**MONTHLY OPERATING STATEMENT
NOVEMBER 2020**

REVENUES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,469,000	226,034	259,766	17.68%
Local Option Sales Tax	4,550,000	435,066	2,225,661	48.92%
Wholesale Liquor / Beer	790,000	69,699	403,830	51.12%
Business Tax	360,000	10,507	79,175	21.99%
Fees & Licenses	162,500	38,195	76,877	47.31%
In Lieu Payments	876,250	88,649	299,377	34.17%
Grants	1,779,475	248,895	679,736	38.20%
State Shared taxes	1,366,000	121,963	660,286	48.34%
All Other	4,898,664	103,554	783,047	15.98%
Total General Fund Revenue	16,251,889	1,342,562	5,467,755	33.64%
Solid Waste Collection - BPU	1,225,000	209,732.91	521,323	42.56%
Solid Waste Disposal - Transfer	350,000	38,622	172,518	49.29%
Other Revenue	400	4	144	36.03%
Total Sanitation	1,575,400	248,359	693,985	44.05%
Gate Receipts - Brush & Debris	120,000	20,397	70,394	58.66%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	12,000	461	872	7.27%
Other Revenue	30,450	190	30,799	101.14%
Total Landfill	197,450	21,049	102,065	51.69%
Total Drug Fund	68,050	1,530	26,856	39.47%
TOTAL REVENUES	18,092,789	1,613,500	6,290,661	34.77%

EXPENDITURES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	273,990	392	49,458	18.05%
General Administration	371,814	28,954	149,140	40.11%
Economic Development	124,264	9,779	48,284	38.86%
Elections	4,500	0	0	0.00%
Financial Administration	301,825	48,181	144,834	47.99%
City Hall Building	94,689	7,027	39,958	42.20%
Police Department	2,331,078	250,152	911,834	39.12%
Emergency Communications	709,474	55,728	258,634	36.45%
Fire Department	1,671,837	134,628	671,264	40.15%
Building Inspection	91,502	5,568	36,981	40.42%
Street Maintenance	1,598,399	89,831	579,871	36.28%
State Street Aid	500,000	2,546	456,475	91.29%
Storm Water Management	71,587	6,557	22,450	31.36%
Street Lighting	102,000	4,237	27,783	27.24%
City Garage	278,963	19,017	115,387	41.36%
Cemetery Maintenance	61,124	548	34,240	56.02%
Health & Animal Control	165,976	12,199	70,003	42.18%
Civic Center	544,297	37,554	183,685	33.75%
Parks & Recreation	997,395	65,484	360,502	36.14%
Library	166,487	27,748	83,243	50.00%
Community Development	5,385,400	15,886	893,521	16.59%
Debt Service	823,546	18,651	176,914	21.48%
General Fund Expenditures	16,670,147	840,666	5,314,462	31.88%
Sanitation Collection	873,671	56,250	351,614	40.25%
Contractual Services	630,000	47,887	259,337	41.16%
Total Sanitation	1,503,671	104,137	610,950	40.63%
Total Landfill	175,284	24,267	74,764	42.65%
Total Drug Fund	100,900	1,843	18,081	17.92%
TOTAL EXPENDITURES	18,450,002	970,913	6,018,258	32.62%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	501,897	153,293
Sanitation	144,222	83,035
Landfill	(3,218)	27,301
Drug Fund	(313)	8,775

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

<u>BOARD</u>	<u>CURRENT MEMBER</u>	<u>PROPOSED MEMBER</u>	<u>TERM EXPIRATION</u>	<u>NEW EXPIRATION</u>
Planning Commission/Board of Zoning Appeals (3 year term) (Mayoral appt./Exception: Commission appoints one Commissioner	Charlie West	Tara Wilson	August 6, 2021	August 6, 2021
Planning Commission/Board of Zoning Appeals (3 year term) (Mayoral appt./Exception: Commission appoints one Commissioner	Carlton Gerrell	John Etheridge	August 2023	August 2023
Alcoholic Beverage Control Board (3 year term) (Mayor w/Commission Approval)	Tara Wilson	James Matthew White	July 18, 2023	July 18, 2023

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

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

**NEW BUSINESS
AGENDA ITEM NO. 4**

Ordinance to Delete Tit13, Chapter 1 of the Paris Municipal Code (First Reading)

The following ordinance being presented refers to the enabling legislation that authorizes creation of Paris Board of Public Utilities. The attached Ordinance deletes Title 13, Chapter 1 from our Municipal Code. This is merely a housekeeping measure to clean up our Municipal Code from any references to the City's control of what is now known as Paris Utility Authority.

Ordinance No. _____

AN ORDINANCE
to Delete Title 13, Chapter 1 of the Paris Municipal Code

SECTION 1. Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that the Paris Municipal Code be amended by deleting in its entirety Title 13, Chapter 1.

(Ord. # _____, _____ / _____ / 2020.

SECTION 2. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect on and after final passage and adoption.

Passed and adopted _____.

Passed and adopted _____.

Mayor

Finance Director

NEW BUSINESS

AGENDA ITEM NO. 5

Request to Write-Off Delinquent Property Tax

Following is a list of uncollectible Personal Property taxes ordered by Chancery Court on 9-21-20 to be dismissed.

Personal Property Tax Dismissals per Chancery Court 9-21-20

Map/Parcel	Business Name	Amount
106B-999-791.01-P	Haynes Medical Clinic	5.00
095H-A-095H-020.00-P	Ultimate Concepts	5.00
094A-B-094A-002.00-P	Barton Family Health Clinic	69.00
106-106-032.01-P	Splattered Ink & Tattoos	27.00
117-999-853.00-P	Scott Tire Co	97.00
094-999-283.01-P	Nails By Misty	1.00
106A-A-106A-010.00-P	Simply Detail	2.00
116-999-109.02-P	St John Security Systems	20.00
999-999-698.01-P	Mac Toddy's Barber Shop	32.00
106O-B-106O-024.00-P	Perkins Transport	102.00
	Total	360.00

STATUS OF VARIOUS PROJECTS
January 2021

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	
HOME Grant	Morris/Foster	2022	We have received our executed contract and are now in the NEPA phase. This phase will take at least six months.
Back Alley Paris	Foster/Morris/ Ray(DPA)	June 2021	The theme for this project is “celebrate Paris” and Dan Knowles is working on a prototype. We are hoping to locate this mural on the back of the Commercial Bank building so it is very visible from E. Wood St. Kathy Ray is in negotiations with the bank.
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Spring 2022	Preliminary acquisition notices were sent to property owners in Dec. We will be contacting the property owners during the month of January to try to finalize right-of-way acquisition. Utility Coordination package submitted to TDOT and approved. TLM has begun work on final Construction Drawings. Final Construction Drawings 90% complete.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Spring 2022	Final NEPA document was sent to TDOT in August, we are still waiting on their approval. TLM continues to work on preliminary layout. TLM has also begun coordination with TDOT on Wood Street intersections that will be reworked by TDOT as part of TDOT paving project.
Rison St Bridge Replacement	Foster/Morris	Fall 2021	The final NEPA document with all requested edits was submitted to TDOT mid-November. We are still waiting for their final approval and NTP.
2019 Tourism Enhancement Grant for Eiffel Tower Upgrades	Foster/Morris/ Lawrence	Fall 2020	The sign pole has been capped and looks fantastic! Based on our application we have completed the project but because we came in quite a bit under the anticipated budget we are trying to get TECD to allow us to use the extra money to purchase some benches or garbage cans.
2019 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Spring 2022	TDOT is still considering an abbreviated NEPA document instead of a full review since a full review was done on the project area for the STBG project. They have had all documentation since August, we are still waiting on word from them. Preliminary design has begun. TLM coordinating with TDOT paving project with regards to intersection of Wood and Market.
BCBS Healthy Place Grant	Morris/Lawrence	Summer of 2021 (if awarded)	We were awarded this grant! We are waiting to receive the contract. Representative from BCBS should be on-site to review location and site prep needs soon. They are hoping to begin construction in March.
2020 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2023 (if awarded)	Grant application was submitted, award announcements will probably not come until summer of 2021.
Drainage Improvements	Foster/Morris/ Schrader	Ongoing	Patrick Smith, P.E., will be submitting recommendations of appropriate changes to our development standards & subdivision regs. He is also working on a drainage project to be submitted for a CDBG grant. Deadline for application is Feb. 2021. NWTDD will be the grant administrator. We can apply for up to \$420,000 and our match will only be 10%.

