

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



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

**BOARD OF COMMISSIONERS MEETING MINUTES
CITY OF PARIS, TENNESSEE
October 7, 2021
5:00 P.M.**

Public Hearing

1.) Request to Rezone Property located at 1008 East Wood Street

Discussion: The first comment was made by Freddie Cole who lives at 116 Currier Street. His concern is that his neighborhood will no longer be as quiet as it has been for the last 30 years. The public hearing was duly closed.

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5:00 p.m. on Thursday, October 7, 2021, in the Paris City Hall Courtroom.

The Meeting was called to order by Mayor Carlton Gerrell with the following roll call:

Present:	Mayor Carlton Gerrell Vice Mayor Jackie Jones Commissioner Gayle Griffith Commissioner Sam Tharpe Commissioner John Etheridge
Also Present:	City Attorney Fred McLean City Manager Kim Foster Community Development Director Jennifer Morris Administrative Assistant Jessica Crouch Building Inspector / Codes Lowell Schrader Finance Director Traci Shannon Police Chief Ricky Watson
Absent:	None
Media:	Ken Walker, Paris Post Intelligencer

Commissioner John Etheridge led the meeting with the Pledge of Allegiance followed by a prayer led by Mayor Carlton Gerrell.

APPROVAL OF MINUTES: September 9, 2021, Regular Meeting Minutes

DISCUSSION: None

ACTION: Commissioner Sam Tharpe made a motion, seconded by Vice Mayor Jackie Jones to approve the minutes as presented.

VOTE: Unanimous

COMMENTS FROM CITIZENS:

The first comment was from Kathy Ray, Director of Downtown Paris Association. She is appreciative of the support of The Back Alley Paris project. The Tennessee Arts Commission grant was awarded to begin this project to reflect the celebration of the bicentennial.

The second comment was from Ron Heath who lives at 1104 East Wood Street. He is concerned of the rezoning of the property at 1008 East Wood Street. He asked about regulations pertaining to noise. City Manager, Kim Foster, states that the City of Paris does have an excessive noise ordinance in place. City Attorney, Fred McLean, read the ordinance of anti-noise stating that the hours are between 11:00 pm – 7:00 am nightly.

Developer Randy Crowder, states that 1008 East Wood Street will ultimately become a nice restaurant with limited days and hours. Mr. Crowder also addressed other concerns related to parking, traffic, and aesthetics.

City Manager, Kim Foster, spoke on behalf of the rezoning of 1008 East Wood Street. This piece of property is zoned into two zones. The north half being zoned R-2M and the south half being zoned P-B. The request is to rezone the entire piece of property to P-B with a site plan submitted for approval at the next Planning Commission meeting on October 14, 2021.

Police Chief, Ricky Watson, spoke on behalf of concerns regarding street parking and ways to prevent this from happening in the future with the placement of "No Parking" signs.

Commissioner John Etheridge spoke on behalf of zoning issues related to one property being zoned two zones, noise ordinance, and traffic/parking concerns.

COMMENTS FROM THE COMMISSION: None

SERVICE RESOLUTIONS AND PROCLAMATIONS: None

OLD BUSINESS:

OLD BUSINESS

AGENDA ITEM NO. 1

Request to Rezone Property at 1008 E. Wood Street (Second Reading)

DISCUSSION: No discussion.

ACTION: Motion made by Commissioner Sam Tharpe, seconded by Commissioner Gayle Griffith to approve the ordinance to Amend Title 11, Chapter 104 of the Paris Municipal Code to rezone the property at 1008 E. Wood Street to P-B (Planned Business).

VOTE: Unanimous

Ordinance No. 1277

An Ordinance to Amend Title 11, Chapter 104
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 as follows:

Title 11, Chapter 104, Section B, identifying, "The Official Zoning Map of Paris, Tennessee," as adopted, is amended as follows:

That the following described property be zoned P-B, same being currently zoned R-2-M:

This property is located in the First Civil District of Henry County, Tennessee, and is more particularly described as follows:

See attached Exhibit "A" as shown as Tax Assessor's Map 106B, Group C, Parcel 10.00

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 passage of final adoption.

Passed and adopted September 9, 2021.

Passed and adopted October 7, 2021.

/s Carlton Gerrell
Mayor

/s Traci Shannon
Finance Director

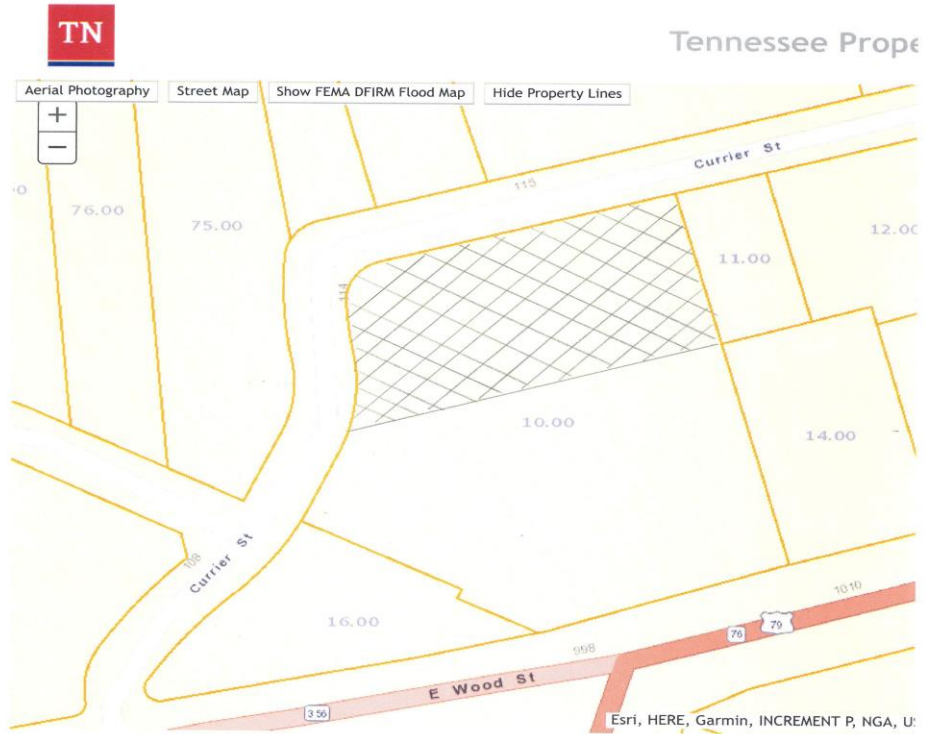


EXHIBIT A

<https://tnmap.tn.gov/assessment/?GISLink=040106B+C+01000>

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NEW BUSINESS:

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

Narrative to August 2021 Operating Statement

We started off the fiscal year with another increase in retail sales tax revenue. The month of July was up 5.87% compared to July of last year. As a reminder, last July we were up 12% compared to the previous year.

Our General Fund revenues were ahead of expenditures for the month of August and for the fiscal year-to-date. A couple of larger expenses during the month included \$90K for our liability insurance and \$66K for equipment for the Public Works.

In September, we will see revenues steadily come in. Notices for the ESN122 Fire Fees were mailed September 9th. Those payments are due September 30th and Property Tax revenue will begin in October.

Other Business:

Personnel changes in August:

New Employees: None

Terminations: None

We issued seven business licenses in August:

New Business (5): 2 Twenty 2, Windsor Hills Candles, HCM Outdoors, Pence Customs, Non-Stop Wrestling Alliance

Ownership Change (1): Studio One Thirty

Minimal License Renewal (1): Clean Queens

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

**MONTHLY OPERATING STATEMENT
August 2021**

REVENUES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,702,000	1,744	10,745	0.63%
Local Option Sales Tax	5,135,950	500,256	992,303	19.32%
Wholesale Liquor / Beer	800,000	83,031	174,842	21.86%
Business Tax	375,000	2,694	8,854	2.36%
Fees & Licenses	163,500	34,190	36,545	22.35%
In Lieu Payments	880,250	60,795	121,590	13.81%
Grants	2,231,600	833	126,510	5.67%
State Shared taxes	1,529,500	145,542	311,626	20.37%
All Other	1,699,850	121,903	380,279	22.37%
Total General Fund Revenue	14,517,650	950,987	2,163,293	14.90%
Solid Waste Collection - BPU	1,225,000	104,639	205,535	16.78%
Solid Waste Disposal - Transfer	350,000	32,288	67,868	19.39%
Other Revenue	400	13	142	35.46%
Total Sanitation	1,575,400	136,940	273,544	17.36%
Gate Receipts - Brush & Debris	130,000	14,003	27,377	21.06%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	5,000	651	1,205	24.10%
Other Revenue	30,500	117	30,872	101.22%
Total Landfill	200,500	14,771	59,453	29.65%
Total Drug Fund	60,050	5,001	8,610	14.34%
TOTAL REVENUES	16,353,600	1,107,699	2,504,901	15.32%

EXPENDITURES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	261,622	392	6,783	2.59%
General Administration	390,037	49,069	84,713	21.72%
Economic Development	159,592	11,744	24,530	15.37%
Elections	0	0	0	#DIV/0!
Financial Administration	323,659	24,982	58,770	18.16%
City Hall Building	99,718	8,093	19,633	19.69%
Police Department	2,187,535	179,459	388,378	17.75%
Emergency Communications	722,210	57,997	116,264	16.10%
Fire Department	1,884,160	144,362	303,724	16.12%
Building Inspection	112,714	9,136	18,504	16.42%
Street Maintenance	1,821,352	199,801	403,130	22.13%
State Street Aid	700,000	0	16,470	2.35%
Storm Water Management	74,270	3,559	7,248	9.76%
Street Lighting	95,800	3,967	10,904	11.38%
City Garage	320,183	27,660	59,305	18.52%
Cemetery Maintenance	66,800	8,400	16,800	25.15%
Health & Animal Control	177,219	13,934	30,714	17.33%
Civic Center	676,021	36,668	91,932	13.60%
Parks & Recreation	1,082,648	101,554	219,020	20.23%
Library	171,487	0	28,581	16.67%
Community Development	2,725,100	27,199	38,218	1.40%
Debt Service	803,295	12,809	122,935	15.30%
General Fund Expenditures	14,855,422	920,784	2,066,556	13.91%
Sanitation Collection	1,356,706	91,487	207,362	15.28%
Contractual Services	630,000	60,136	117,759	18.69%
Total Sanitation	1,986,706	151,624	325,121	16.36%
Total Landfill	201,078	23,103	35,368	17.59%
Total Drug Fund	92,500	173	592	0.64%
TOTAL EXPENDITURES	17,135,706	1,095,683	2,427,637	14.17%

REVENUES OVER / (UNDER) EXPENDITURES	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	30,204	96,737
Sanitation	(14,684)	(51,577)
Landfill	(8,332)	24,086
Drug Fund	4,828	8,019

NEW BUSINESS
AGENDA ITEM NO. 2
Appointments to Boards

No appointments to boards.

NEW BUSINESS
AGENDA ITEM NO. 3
Resolution to Authorize the City of Paris to Participate In Public Entity Partners "Safety Partners" Matching Grant Program

DISCUSSION: As in years past, Public Entity Partners is again offering their "Safety Partners" matching grant program to eligible members. This is a 50/50 grant with a value this year of \$2,500. The Public Works Department will be submitting an application this year.

ACTION: Motion made by Commissioner John Etheridge, seconded by Commissioner Gayle Griffith to approve the resolution to allow the City to participate in the program and pledge the required match.

VOTE: Unanimous

Resolution No. 1655

A Resolution Authorizing The City Of Paris, Tennessee
To Participate In Public Entity Partner's
"Safety Partners"
Matching Grant Program

WHEREAS, the safety and well-being of the employees of the City of Paris is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of Paris employees; and

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering a “Safety Partners” Matching Grant Program; and

WHEREAS, the City of Paris now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Paris, Tennessee the following:

SECTION 1. That the City of Paris is hereby authorized to submit application for a “Safety Partners” Matching Grant Program through Public Entity Partners.

SECTION 2. That the City of Paris is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Resolved this 7th day of October in the year of 2021.

/s Carlton Gerrell
Mayor

/s Traci Shannon
Finance Director

NEW BUSINESS

AGENDA ITEM NO. 4

Resolution to Authorize the City of Paris to Participate in Public Entity Partner’s “Driver Safety” Matching Grant Program

DISCUSSION: As in years past, Public Entity Partners is again offering their “Driver Safety” matching grant program to eligible members. This is a 50/50 grant with a value this year of \$2,500. The Police Department will be submitting an application this year.

ACTION: Motion made by Vice Mayor Jackie Jones, seconded by Commissioner Gayle Griffith to approve the resolution to authorize the City of Paris to participate in the program and pledge the required match.

VOTE: Unanimous

Resolution No. 1656

A Resolution Authorizing the City of Paris, Tennessee
To Participate in The Pool’s James L. Richardson
“Driver Safety”
Matching Grant Program

WHEREAS, the safety and well-being of the employees and citizens of the City of Paris are of the greatest importance; and,

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of Paris employees; and,

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering a “Driver Safety” Matching Grant Program; and,

WHEREAS, the City of Paris now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the City of Paris, Tennessee the following:

Section 1. That the City of Paris is hereby authorized to submit application for a “Driver Safety” Matching Grant Program, through Public Entity Partners.

Section 2. That the City of Paris is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Resolved this 7th day of October 2021.

/s Carlton Gerrell
Mayor

/s Traci Shannon
Finance Director

**Status of Various Projects
September 2021**

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	
HOME Grant	Morris/Foster	2023	Still waiting to receive information on a couple of things that will complete the environmental portion of the grant process. Once this final information is received it will be submitted to THDA for their approval. Once approval is received inspections will begin.
Back Alley Paris	Foster/Morris/ Ray (DPA)	June 2022	We have once again been awarded this grant which is for the 2021 round! The amount awarded was \$3,500, the top amount given. We have received the executed contract and have submitted a request to receive 40% of the grant award now.
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Fall 2022	ROW certification package & final Construction Drawings have both been approved by TDOT. Final Estimate is still under review. Once the estimate is approved, TDOT will begin process of obligating funds for construction.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2022	NEPA process: Comments received back from TDOT on 9/17/21 on SDC Form. TLM addressed comments and returned to TDOT 9/28/21. TDOT Confirmed receipt of comments and placed in their que for review. TLM to look at Wood Street corners that TDOT did not address during the recent paving project and see if anything can be done to make these corners ADA compliant. TDOT has not yet provided the letter we requested concerning their failure to address these corners. TLM revised budget based on preliminary signal plans and possible work in areas TDOT did not address. TLM assisted us with successfully requesting that our remaining STBG funds be applied to this project.
Rison St Bridge Replacement	Foster/Morris	Summer 2023	We have finally received TDOT Ecology approval. A2H resubmitted (for the 3 rd time) the environmental document for final review. On Sept. 28 it was returned with additional requested edits, none of which were substantive. All requested edits are for things that have been in the document from the beginning. As soon as the edits are complete it will be resubmitted for a FOURTH time.
2019 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2022	TDOT confirmed a full NEPA will be required on this project. We have received responses from all agencies except TWRA, USFWS and Historic. TLM to follow up with TDOT on a status update. TLM held meeting with Lynn Evans and Eric Brown of TDOT Region IV regarding coordination with TDOT paving project on SR 54. TLM is revising the budget based on preliminary signal plans. Meeting regarding signal timing/phasing to be scheduled with us once project is out of NEPA phase. Work on preliminary plans continues.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2024 (if awarded)	We will be reapplying for this grant; submission deadline is December 1.
ARPA Funds	Foster/Morris	December 2026	We submitted a request at the end of Sept. to receive our allotment. The TN Dept. of Finance and Administration is developing guidance on acceptable uses, required reporting, deadlines, etc. We received verbal approval to use some of our allotment to commission a city-wide drainage study. We have begun a conversation with TLM regarding a study.

Ms. Foster discussed the following updates regarding Status of Various Projects:

The first item of discussion was regarding the Downtown Improvement Grant. The City of Paris was awarded this grant of \$150,000 for downtown business owners who submitted an application. The match of business owners is 75/25 percent. A local committee will review the applications and rank them for approval. The City will also be available to apply for this grant for repainting of the arm masts and street light poles.

The second item of discussion was regarding the American Rescue Plan Act (ARPA). These funds are still filtering down from the federal government. Ms. Foster states that plans are being formed about the use of the funds once received. Ms. Foster states that these funds can be used for a City wide drainage study.

Updates from the City Manager

The first update from the City Manager was regarding Paving / Roads. The milling of Lone Oak began today on October 7, 2021. The paving will begin on October 18, 2021 with weather permitting.

Commissioner Sam Tharpe questioned about the road condition in West Paris. Ms. Foster states that the Public Works department stays in close contact with The BPU about projects being performed. Once these projects are complete, Public Works will add the roads to the paving schedule.

The second update from the City Manager was regarding the audit of Cities programs of TCRS and paperwork regarding the six-month probationary period. A resolution to get rid of the six-month probationary period will be on the next City Commission meeting agenda on November 4, 2021.

The third update from the City Manager was regarding the Cemetery Maintenance Issue. In 2018, an ordinance was passed for City Cemetery rules. Pictures were reviewed of the labor-intensive issues the Cemetery maintenance crew are experiencing when mowing.

Motion to Adjourn: Commissioner Sam Tharpe made a motion, seconded by Commissioner John Etheridge to adjourn at 6:11 p.m.

Mayor

Finance Director