

KATHY RAY, MAYOR  
KIM FOSTER, CITY MANAGER  
JAMES SMITH, CITY ATTORNEY



VICKEY ROBERTS, VICE MAYOR  
JACKIE JONES, COMMISSIONER  
SAM THARPE, COMMISSIONER  
JOHN ETHERIDGE, COMMISSIONER

**BOARD OF COMMISSIONERS MEETING MINUTES  
CITY OF PARIS, TENNESSEE  
December 7, 2023  
5:00 P.M.**

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5:00 p.m. on Thursday, December 7, 2023, in the Paris City Hall Courtroom.

The meeting was called to order by Mayor Kathy Ray with the following roll call:

**Present:** Mayor Kathy Ray  
Vice Mayor Vickey Roberts  
Commissioner Jackie Jones  
Commissioner John Etheridge  
Commissioner Sam Tharpe

**Also Present:** City Manager Kim Foster  
City Attorney James Smith  
Finance Director, Tammie Hopper  
Administrative Assistant Jessica Crouch  
Community Development Director, Jennifer Morris  
Building Inspector, Jesse Skidmore  
Administrative Assistant to Building, Codes, and Stormwater, Rebecca Renkel

**Absent:** None

**Media:** Ken Walker, Paris Post Intelligencer  
Shannon McFarlin, WENK/WTPR

Commissioner John Etheridge led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Sam Tharpe.

**APPROVAL OF MINUTES:** Regular Meeting – November 2, 2023

**DISCUSSION:** None

**ACTION:** The minutes stand approved as read.

**VOTE:** None

**COMMENTS FROM CITIZENS:** First citizen comment was from Mike Weatherford who lives at 1520 Sparks Road, Paris, TN 38242 and owns Mike's Mufflers in Downtown Paris. Mr. Weatherford asked that the City Commission explore the idea of allowing property owners in the city limits to vote in the city elections.

**COMMENTS FROM THE COMMISSION:** Commissioner Jackie Jones stated that the Holly Jolly Electric Christmas Parade had been rescheduled to Friday, December 15<sup>th</sup> at 6:00 p.m.

**SERVICE RESOLUTIONS AND PROCLAMATIONS:** None

**COMMENTS FROM THE CITY MANAGER:** None

## OLD BUSINESS

### OLD BUSINESS

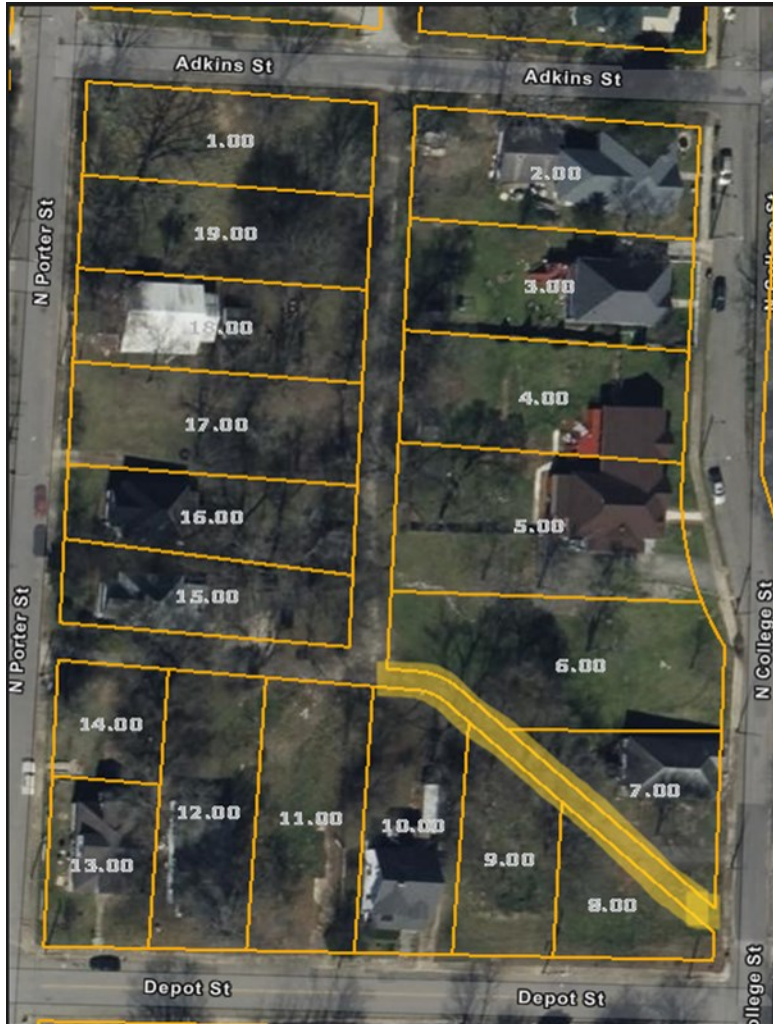
#### AGENDA ITEM NO.1

#### Request to Acquire Undeveloped Alley on Depot Street

**DISCUSSION:** Kim Foster, City Manager, stated that Khris Dumas of 1108 Depot Street has requested to acquire the undeveloped alley behind his properties. She reminded the Commission that this request had been referred to the Planning Commission for study and their recommendation. The Planning Commission reviewed the request and has recommended divestiture of the undeveloped alley but that Keenan amendments be added since there is a wastewater line located in this strip of land. No further discussion.

**ACTION:** Commissioner John Etheridge made a motion, seconded by Commissioner Jackie Jones to approve the divestiture of the undeveloped alley on Depot Street with Keenan amendments added.

**VOTE:** Unanimous



October 11, 2023

Paris City Commissioners:

I own two properties located on Depot Street. They are Tax Map 096M, G, parcels 23.00 and 28.00. There is an alley that runs behind these two properties. I am interested in acquiring all or a portion of this alley.

Your consideration of this request is appreciated.

Khris Dumas  
1108 Depot Street



### **NEW BUSINESS:**

#### **NEW BUSINESS**

#### **AGENDA ITEM NO.1**

#### **Financial Update**

#### **Narrative to October 2023 Operating Statement**

We had an 11.22% decrease in our sales tax revenue over this time last year but only a slight decrease in comparison to 2022 sales.

- We finally received the Brush Truck and Fire Marshall SUV we ordered for the Fire Department two years ago. The Brush Truck was purchased out of our ARPA funds.
- We also received a new truck for Animal Control.
- The new Wash Pad building at the old landfill has been completed with ARPA funds as well.
- October was our first full month collecting Hotel/Motel Occupancy tax for a total received of \$17,254.28.

#### **Other Business:**

Personnel changes in October:

**New Employees (4):** Full Time Firefighters (3), Full Time Emergency Communications Dispatcher (1)

**Retirements (1):** Full Time Emergency Communications Dispatcher (1)

We issued six business licenses in October:

(M) Minimal – under \$100K annually

(S) Standard – over \$100K annually

**New Business (4):** Ynot Antiques (M), Whaley Property Solutions LLC (M), Londyn Kate Boutique (online) (M), Barks and Bubbles (S)

**New Owner (2):** Bealls 1987 INC (S), PK Florist & Gifts LLC (S)

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

	FY2020	FY2021	FY2022	FY2023	FY2024	% Incr(Decr)
JULY	\$802,267	\$898,979	\$951,793	\$1,046,570	\$1,054,946	0.80%
AUGUST	\$799,378	\$843,541	\$895,516	\$931,433	\$943,347	1.28%
SEPTEMBER	\$797,992	\$888,921	\$965,256	\$1,067,740	\$947,948	-11.22%
OCTOBER	\$761,453	\$873,733	\$974,047	\$1,036,880		
NOVEMBER	\$807,105	\$874,641	\$988,199	\$1,059,818		
DECEMBER	\$957,286	\$1,097,412	\$1,210,615	\$1,218,473		
JANUARY	\$713,906	\$844,826	\$839,389	\$915,685		
FEBRUARY	\$727,380	\$719,938	\$859,647	\$936,706		
MARCH	\$840,175	\$1,101,592	\$1,102,651	\$1,106,574		
APRIL	\$865,360	\$1,040,359	\$1,060,677	\$1,069,082		
MAY	\$949,140	\$1,005,346	\$1,105,515	\$1,122,824		
JUNE	\$966,861	\$1,013,926	\$1,125,455	\$1,177,018		
<b>TOTAL</b>	<b>\$9,988,303</b>	<b>\$11,203,215</b>	<b>\$12,078,759</b>	<b>\$12,688,803</b>	<b>\$2,946,241</b>	
Previous YTD % Increase/Decrease	2.79%	12.16%	7.82%	5.05%		

**Monthly Operating Statement  
October 2023**

<b>REVENUES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,985,000	8,606	18,541	0.93%
Local Option Sales Tax	6,600,000	466,491	2,120,234	32.12%
Wholesale Liquor / Beer	900,000	75,474	321,115	35.68%
Business Tax	450,000	3,758	29,612	6.58%
Fees & Licenses	166,250	9,461	47,473	28.56%
In Lieu Payments	852,250	52,662	196,543	23.06%
Grants	2,854,250	4,100	308,722	10.82%
State Shared taxes	1,895,000	144,004	571,157	30.14%
All Other	1,815,550	160,978	830,397	45.74%
ARPA/TDEC-WII	950,000	0	0	0.00%
<b>Total General Fund Revenue</b>	<b>18,468,300</b>	<b>925,534</b>	<b>4,443,793</b>	<b>24.06%</b>
Solid Waste Collection - BPU	1,285,000	106,368	415,330	32.32%
Solid Waste Disposal - Transfer	470,000	43,104	181,168	38.55%
Other Revenue	30,300	5	508	1.68%
<b>Total Sanitation</b>	<b>1,785,300</b>	<b>149,476</b>	<b>597,007</b>	<b>33.44%</b>
Gate Receipts - Brush & Debris	175,000	16,608	68,757	39.29%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	10,000	585	2,654	26.54%
Other Revenue	41,550	34	910	2.19%
<b>Total Landfill</b>	<b>261,550</b>	<b>17,227</b>	<b>72,321</b>	<b>27.65%</b>
<b>Total Drug Fund</b>	<b>43,550</b>	<b>808</b>	<b>14,916</b>	<b>34.25%</b>
<b>TOTAL REVENUES</b>	<b>20,558,700</b>	<b>1,093,045</b>	<b>5,128,037</b>	<b>24.94%</b>

<b>EXPENDITURES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	189,505	43,550	75,828	40.01%
General Administration	515,851	44,076	180,526	35.00%
Economic Development	178,877	14,371	58,083	32.47%
Elections	0	0	0	0.00%
Financial Administration	344,685	28,245	150,058	43.53%
City Hall Building	111,969	13,739	44,275	39.54%
Police Department	2,705,709	185,222	941,359	34.79%
Emergency Communications	831,273	60,043	236,377	28.44%
Fire Department	2,068,767	195,781	706,326	34.14%
Building Inspection	242,763	15,840	81,275	33.48%
Street Maintenance	1,963,762	122,150	664,806	33.85%
State Street Aid	1,696,500	10,931	1,327,288	78.24%
Storm Water Management	158,757	5,511	33,000	20.79%
Street Lighting	131,000	14,345	33,439	25.53%
City Garage	350,263	18,496	96,409	27.52%
Cemetery Maintenance	78,892	8,448	39,213	49.70%
Health & Animal Control	289,290	69,805	135,865	46.96%
Civic Center	740,931	58,564	221,796	29.93%
Parks & Recreation	1,240,489	111,356	533,082	42.97%
Library	196,096	0	65,366	33.33%
Community Development	3,082,500	98,240	370,275	12.01%
ARPA-SLFRF	1,000,000		17,753	1.78%
ARPA/TDEC-WII	950,000		1,170	0.12%
Debt Service	259,000	0	102,511	39.58%
<b>General Fund Expenditures</b>	<b>19,326,879</b>	<b>1,118,714</b>	<b>6,116,080</b>	<b>31.65%</b>
Sanitation Collection	1,217,528	63,341	340,796	27.99%
Contractual Services	800,000	61,539	275,617	34.45%
<b>Total Sanitation</b>	<b>2,017,528</b>	<b>124,880</b>	<b>616,413</b>	<b>30.55%</b>
<b>Total Landfill</b>	<b>234,677</b>	<b>8,266</b>	<b>86,829</b>	<b>37.00%</b>
<b>Total Drug Fund</b>	<b>49,500</b>	<b>1,837</b>	<b>13,418</b>	<b>27.11%</b>
<b>TOTAL EXPENDITURES</b>	<b>21,628,584</b>	<b>1,253,697</b>	<b>6,832,741</b>	<b>31.59%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
<b>General Fund</b>	<b>(193,181)</b>	<b>(1,672,287)</b>
<b>Sanitation</b>	<b>24,596</b>	<b>(19,407)</b>
<b>Landfill</b>	<b>8,961</b>	<b>(14,508)</b>
<b>Drug Fund</b>	<b>(1,028)</b>	<b>1,498</b>

**NEW BUSINESS**

**AGENDA ITEM NO. 2**

**Appointments to Boards**

None

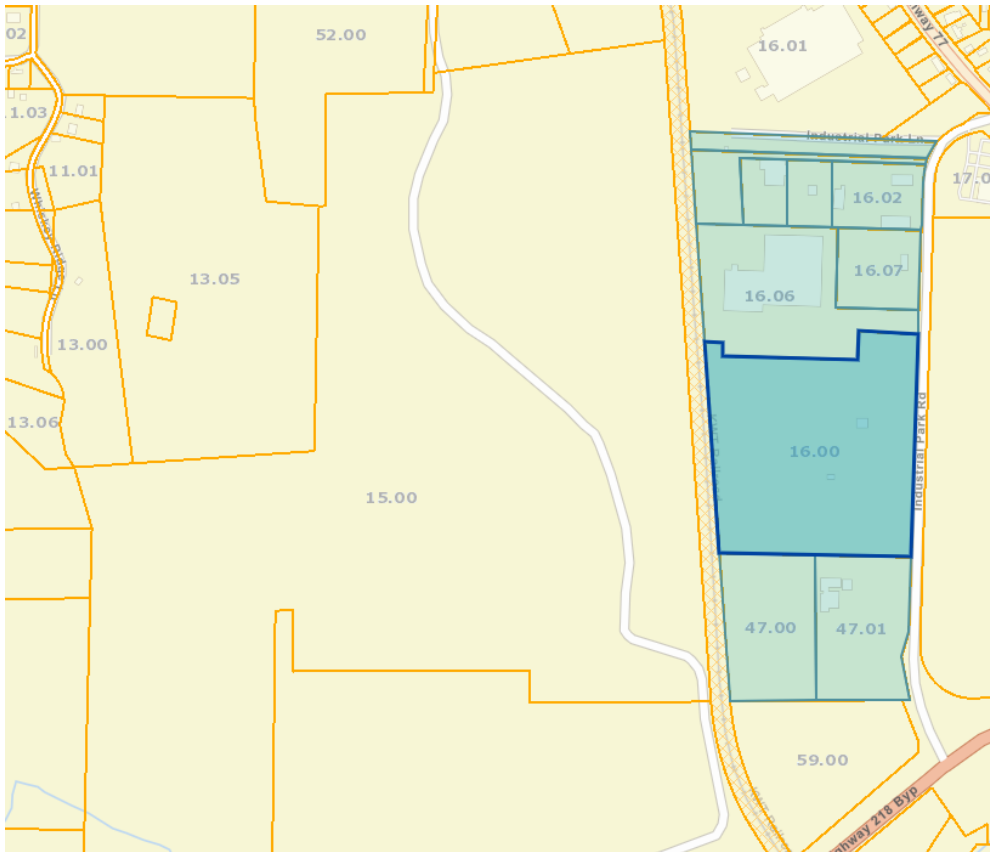
**NEW BUSINESS**

**AGENDA ITEM NO. 3**

**Donation of Property for Conveyance to the PHCIC**

**DISCUSSION:** City Manager, Kim Foster, stated that Mrs. Missy Hamilton has a 25-acre piece of property located on Industrial Park Road adjacent to the site of our future industrial park that she would like to donate to the Paris-HC Industrial Committee. Because she would like to be able to count this donation as charitable, she needs to donate it to an eligible recipient. Since the PHCIC is not a 501C3 entity it is more appropriate for her to donate this property to the City of Paris and let us convey it on to the PHCIC. City Attorney James Smith stated that there are a few issues with this property that Mrs. Hamilton's attorney is working on along with a finalized appraisal. Mr. Smith stated that if any problems arise, the City will stop the process of conveyance of the property, and bring the issue back to the Commission for their guidance.

**ACTION:** Commissioner Sam Tharpe made a motion, seconded by Commissioner Jackie Jones to approve the donation of property for conveyance to the PHCIC contingent upon a clean title, favorable environmental condition for future development determined by Rob Goad with the help of TDEC, and immediately quit claim to PHCIC.



**STATUS OF VARIOUS PROJECTS  
December 2023**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	
HOME Grant	Morris/Foster	2024	House #3 on W. Blythe St. was torn down last week. House #2 is over 70% complete. The same contractor that is building house #2 will be building house #3 so timing on #3 will depend on finishing house #2.
Back Alley Paris	Foster/Morris/ Ray	June 2024	“Destination Paris” is currently in the conceptual phase. Dan Knowles is again the artist.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2024	Final Right of way plans are at TDOT. Waiting on NTP to Right of Way. Finalizing Preliminary Construction plans for submittal when NTP to Right of Way is received. TLM addressing comments on final NEPA document.
Rison St Bridge Replacement	Foster/Morris	Summer 2024	Staff had secured 7 out of 8 construction easements from property owners but recently we discovered an issue with one of them. We need to resolve outstanding issues with two of the easements before we can move forward with this project.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	Excess land process continues. Submitted preliminary construction plans. Began receiving comments from TDOT on preliminary construction plans. Right of Way acquisition process continues. TLM has received plats and easement descriptions from the surveyor. The city attorney is working on Title Opinions. Final Utility Coordination completed, and certification package submitted to TDOT for review.
2022 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	Waiting on NTP to design from TDOT. TLM is working on a preliminary construction estimate. TLM is working on adding sidewalk connection to asphalt shoulders on Veteran’s Drive.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2026	TLM continues to work on the preliminary layout and the SCD form.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	City-wide hydraulic modeling continues. Field verification of preliminary survey has been completed and markups have been provided to surveyor on the Brooks St. drainage project.
Downtown Improvement Grant	Morris/Crouch/Foster	Summer 2023	We have an additional project moving forward and work has begun. Estimated completion date December 2023 due to weather. This project is 50% complete.
Municipal Facilities Project	Foster	Dependent on Direction	This project has hit a snag. The SHPO (State Historic Preservation Office) has determined the existing City Hall building is historically significant and should be preserved. Staff is working through a resolution to this issue.

Kim Foster, City Manager discussed the following updates regarding the Status of Various Projects:

- None

**Notes/Updates from the City Manager**

- None

**Motion to Adjourn:** The meeting adjourned at 5:29 p.m.

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Mayor

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