

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  
April 4, 2024  
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, April 4, 2024, 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 (Denver, Colorado via Zoom)  
Commissioner Jackie Jones  
Commissioner John Etheridge  
Commissioner Sam Tharpe
- Also Present:** City Manager Kim Foster  
City Attorney James Smith  
Community Development Director, Jennifer Morris  
Administrative Assistant to Building, Codes, and Stormwater, Rebecca Renkel  
Finance Director, Tammie Hopper  
Administrative Assistant Jessica Crouch
- Absent:** None
- Media:** Ken Walker, Paris Post Intelligencer  
Shannon McFarlin, WENK/WTPR

Mayor Kathy Ray led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Sam Tharpe.

**APPROVAL OF MINUTES:** Regular Meeting – March 7, 2024

**DISCUSSION:** None

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

**VOTE:** None

**COMMENTS FROM CITIZENS:** First comment was from Kim Cacciola who lives at 2508 West Wood Street. Her concern was with the Fire Department relocating to a different area and not having a presence on the West side of the railroad tracks.

**COMMENTS FROM THE COMMISSION:** None

**SERVICE RESOLUTIONS AND PROCLAMATIONS:** None

**COMMENTS FROM THE CITY MANAGER:** None

**OLD BUSINESS**

None

**NEW BUSINESS:**

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

**Narrative to February 2024 Operating Statement**

Revenue is rising as expenditure decreases and will continue to level off over the next few months. February property tax collections in the amount of \$721,337.66 were received in March and will be reflected in next month's Operating Statement.

January 2024 sales tax increased 7.46% over January 2023 with an overall increase of 4.76% this fiscal year.

We are beginning the 2024-2025 Budget process. Budget Worksheets have been sent to all departments with budget meetings scheduled to be held during the middle of April.

A few staffing changes were made at the Civic Center, Public Works, Police and Fire Department in February.

We issued three (3) Minimal (under \$100K) business licenses in February to include:

Hair By Cait, Sassy's Soap (DBA The Soap Factory-Paris), Conversation Pieces (Retail Sales)

Change in business ownership included: Westwood Wine and Liquor and Golden Dragon

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	\$1,049,601	1.23%
NOVEMBER	\$807,105	\$874,641	\$988,199	\$1,059,818	\$1,088,505	2.71%
DECEMBER	\$957,286	\$1,097,412	\$1,210,615	\$1,218,473	\$1,554,254	27.56%
JANUARY	\$713,906	\$844,826	\$839,389	\$915,685	\$984,017	7.46%
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>\$7,622,618</b>	
Previous YTD % Increase/Decrease	2.79%	12.16%	7.82%	5.05%	4.76%	

**Monthly Operating Statement  
February 2024**

<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	149,218	1,053,289	53.06%
Local Option Sales Tax	6,600,000	764,334	4,402,252	66.70%
Wholesale Liquor / Beer	900,000	66,103	625,792	69.53%
Business Tax	450,000	26,979	83,451	18.54%
Fees & Licenses	166,250	46,381	185,281	111.45%
In Lieu Payments	852,250	124,266	488,843	57.36%
Grants	2,854,250	14,269	405,802	14.22%
State Shared taxes	1,895,000	184,229	1,179,518	62.24%
All Other	1,815,550	253,689	1,528,044	84.16%
Federal ARPA Grant	0	0	0	0.00%
ARPA/TDEC-WII	950,000	0	53,586	5.64%
<b>Total General Fund Revenue</b>	<b>18,468,300</b>	<b>1,629,468</b>	<b>10,005,859</b>	<b>54.18%</b>
Solid Waste Collection - BPU	1,285,000	104,787	877,892	68.32%
Solid Waste Disposal - Transfer	470,000	46,002	304,277	64.74%
Other Revenue	30,300	72	767	2.53%
<b>Total Sanitation</b>	<b>1,785,300</b>	<b>150,861</b>	<b>1,182,937</b>	<b>66.26%</b>
Gate Receipts - Brush & Debris	175,000	11,700	121,746	69.57%
County Share Operating Exp	35,000	29,327	29,327	83.79%
Gate Receipts - Tires	10,000	409	4,703	47.03%
Other Revenue	41,550	161	1,217	2.93%
<b>Total Landfill</b>	<b>261,550</b>	<b>41,596</b>	<b>156,992</b>	<b>60.02%</b>
<b>Total Drug Fund</b>	<b>43,550</b>	<b>19,409</b>	<b>45,077</b>	<b>103.51%</b>
<b>TOTAL REVENUES</b>	<b>20,558,700</b>	<b>1,841,333</b>	<b>11,390,864</b>	<b>55.41%</b>

<b>EXPENDITURES</b>	<b>Budget</b>	<b>Month</b>	<b>Yr to Date</b>	<b>Realized</b>
Grants & Donations	189,505	48,500	161,228	85.08%
General Administration	515,851	42,641	349,991	67.85%
Economic Development	178,877	14,397	123,045	68.79%
Elections	0	0	0	0.00%
Financial Administration	344,685	21,336	248,102	71.98%
City Hall Building	111,969	7,622	80,052	71.49%
Police Department	2,705,709	200,228	1,897,434	70.13%
Emergency Communications	831,273	59,294	537,057	64.61%
Fire Department	2,068,767	171,753	1,428,279	69.04%
Building Inspection	242,763	21,850	160,469	66.10%
Street Maintenance	1,963,762	103,676	1,195,262	60.87%
State Street Aid	1,696,500	6,720	1,517,559	89.45%
Storm Water Management	158,757	6,299	98,918	62.31%
Street Lighting	131,000	3,920	90,538	69.11%
City Garage	350,263	21,663	234,515	66.95%
Cemetery Maintenance	78,892	2,048	43,529	55.17%
Health & Animal Control	289,290	14,292	202,664	70.06%
Civic Center	740,931	76,337	460,208	62.11%
Parks & Recreation	1,240,489	118,119	927,818	74.79%
Library	196,096	0	130,731	66.67%
Community Development	3,082,500	58,704	583,055	18.91%
ARPA-SLFRF	1,000,000	0	17,753	1.78%
ARPA/TDEC-WII	950,000	0	1,170	0.12%
Debt Service	259,000	6,557	119,734	46.23%
<b>General Fund Expenditures</b>	<b>19,326,879</b>	<b>1,005,957</b>	<b>10,609,109</b>	<b>54.89%</b>
Sanitation Collection	1,217,528	68,101	734,446	60.32%
Contractual Services	800,000	69,886	531,866	66.48%
<b>Total Sanitation</b>	<b>2,017,528</b>	<b>137,987</b>	<b>1,266,312</b>	<b>62.77%</b>
<b>Total Landfill</b>	<b>234,677</b>	<b>25,512</b>	<b>158,088</b>	<b>67.36%</b>
<b>Total Drug Fund</b>	<b>49,500</b>	<b>639</b>	<b>15,310</b>	<b>30.93%</b>
<b>TOTAL EXPENDITURES</b>	<b>21,628,584</b>	<b>1,170,095</b>	<b>12,048,819</b>	<b>55.71%</b>

<b>REVENUES OVER / (UNDER) EXPENDITURES</b>	<b>Current Month</b>	<b>Yr to Date</b>
General Fund	623,510	(603,251)
Sanitation	12,873	(83,375)
Landfill	16,084	(1,096)
Drug Fund	18,771	29,767

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

<u>BOARD</u>	<u>CURRENT MEMBER</u>	<u>PROPOSED MEMBER</u>	<u>TERM EXPIRATION</u>	<u>NEW EXPIRATION</u>
Alcoholic Beverage Control Board  3 Year Term  Mayor w/Commission Approval	Vickey Roberts	Vickey Roberts	April 5, 2024	April 5, 2027
Alcoholic Beverage Control Board  3 Year Term  Mayor w/Commission Approval	Olivia Rice	Olivia Rice	April 5, 2024	April 5, 2027
Parks and Recreation Commission  5 Year Term  Mayoral Appointments	Diane McCord	Diane McCord	May 1, 2024	May 1, 2029

**DISCUSSION:** None

**ACTION:** Mayor Kathy Ray, Vice Mayor Vickey Roberts, Commissioner John Etheridge, Commissioner Jackie Jones, and Commissioner Sam Tharpe each voted Aye to approve Vickey Roberts to the Alcoholic Beverage Control Board.

**ACTION:** Mayor Kathy Ray, Vice Mayor Vickey Roberts, Commissioner John Etheridge, Commissioner Jackie Jones, and Commissioner Sam Tharpe each voted Aye to approve Olivia Rice to the Alcoholic Beverage Control Board.

**VOTE:** Unanimous

**NEW BUSINESS**  
**AGENDA ITEM NO. 3**  
**Ordinance to Amend Title 1 Chapter 14 – Code of Ethics in the Paris Municipal Code**

**DISCUSSION:** City Manager, Kim Foster, stated that in 2006 the General Assembly of the State of TN required all governing bodies to adopt a code of ethics and appoint someone to be responsible for administering and enforcing the entity's ethical standards. Ms. Foster stated that at that time, the City of Paris and Henry County jointly passed a Code of Ethics and appointed someone to enforce it. She went on to say that in 2023 additional legislation was passed requiring every governing body to notify the Tennessee Ethics Commission of the primary person responsible for enforcing their ethics code. After consulting with the County, Ms. Foster stated that she felt it prudent to have our own policies and each appoint an individual to oversee the enforcement. The following ordinance deletes the original ordinance jointly passed by the City and County and replaces it with an updated ordinance that reflects only the City's Code of Ethics.

James Smith, City Attorney, stated that the ordinance that is proposed is a model ordinance from MTAS that will appoint him to act as the Ethics Officer for the City of Paris. Mr. Smith stated that this particular ordinance is beneficial for the City to adopt because it removes the obligation of the city to report annually from the ethics body of the city to the state.

**ACTION:** Commissioner Sam Tharpe made a motion, seconded by Commissioner Jackie Jones to approve the Ordinance to Amend Title 1 Chapter 14 – Code of Ethics in the Paris Municipal Code. Mayor Kathy Ray, Vice Mayor Vickey Roberts, Commissioner John Etheridge, Commissioner Jackie Jones, and Commissioner Sam Tharpe each voted Aye.

**VOTE:** Unanimous

**ORDINANCE NO. 1303**

AN ORDINANCE to Delete Title 1 Chapter 14 (1-1401 – 1-1410) and Enact Title 1 Chapter 14 (1-1401 – 1-1411) of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 1, Chapter 14 of the Paris Municipal Code shall be amended as follows:

- A. That Title 1 Chapter 14 of the Paris Municipal Code be amended by deleting Title 1 Chapter 14 in its entirety. (Ord. #1303,    /2024).

CHAPTER 14  
CODE OF ETHICS FOR HENRY COUNTY AND CITY OF PARIS, TENNESSEE

Sections.

Preamble.

- 1-1401. Definitions.
- 1-1402. Disclosure of Personal Interest in Voting Matters.
- 1-1403. Disclosure of Personal Interest in Non-Voting Matters
- 1-1404. Acceptance of Gifts and Other Things of Value.
- 1-1405. Use of Information.
- 1-1406. Use of County or Municipal Time, Facilities, Etc.
- 1-1407. Use of Position or Authority.
- 1-1408. Ethics Complaints.
- 1-1409. Violations.
- 1-1410. Applicable State Laws.

Preamble:

This ordinance is adopted jointly by the City of Paris and Henry County Government (by resolution) in order to be consistent in the adoption of a Code of Ethics for all jointly appointed boards as required by Public Chapter 1 of the Extraordinary Session of the 2006 General Assembly.

1-1401. Definitions.

- (1) "County" means Henry County, which includes all boards, committees, commissions, authorities, corporations or other instrumentalities appointed or created by the county or an official of the county, and specifically including the county school board, the county election commission, the county health department, and utility districts in the county.
- (2) "Municipality or city" means City of Paris, which includes all boards, committees, commissions, authorities, corporations or other instrumentalities appointed or created by the City or an official of the City, and specifically including the city school board, and utility districts in the city.
- (3) "Entity" means City or County according to context.
- (4) "Officials and employees" means and includes any official, whether elected or appointed, officer, employee or servant, or any member of any board, agency, commission, authority or corporation (whether compensated or not), or any officer, employee, or servant thereof, of the County or City.
- (5) "Personal interest" means, for the purpose of disclosure of personal interest in accordance with this Code of Ethics, a financial interest of the official or employee, or a financial interest of the official's or employee's spouse or child living in the same household, in the matter to be voted upon, regulated, supervised, or otherwise acted upon in an official capacity.

1-1402. Disclosure of personal interest in voting matters.

An official or employee with the responsibility to vote on a measure shall disclose during the meeting at which the vote takes place, before the vote and to be included in the minutes, any personal interest that affects or that would lead a reasonable person to infer that it affects the official's or employee's vote on the measure. In addition, the official or employee may, to the extent allowed by law, recuse himself or herself from voting on the measure.

1-1403. Disclosure of personal interest in non-voting matters.

An official or employee who must exercise discretion relative to any matter other than casting a vote and who has a personal interest in the matter that affects or would lead a reasonable person to infer that it affects the exercise of the discretion shall disclose, before the exercise of the discretion when possible, the interest on the attached disclosure form and file the disclosure form with the county clerk or city recorder. In addition, the official or employee may, to the extent allowed by law, recuse himself or herself from the exercise of discretion in the matter.

1-1404. Acceptance of gifts and other things of value.

An official or employee, or an official's or employee's spouse or child living in the same household, may not accept, directly or indirectly, any gift, money, gratuity, or other consideration or favor of any kind from anyone other than the county or city:(1) For the performance of an act, or refraining from performance of an act, that he would be expected to perform, or refrain from performing, in the regular course of his duties; or  
(2) That a reasonable person would understand was intended to influence the vote, official action, or judgment of the official or employee in executing city or county business.

It shall not be considered a violation of this policy for an official or employee to receive entertainment, food, refreshments, meals, health screenings, amenities, foodstuffs, or beverages that are provided in connection with a conference sponsored by an established or recognized statewide association of county government officials or by an umbrella or affiliate organization of such statewide association of city or county government officials.

1-1405. Use of information.

- (1) An official or employee may not disclose any information obtained in his official capacity or position of employment that is made confidential under state or federal law, except as authorized by law.
- (2) An official or employee may not use or disclose information obtained in his official capacity or position of employment with the intent to result in financial gain for himself or any other person or entity.

1-1406. Use of county or municipal time, facilities, etc.

(1) An official or employee may not use or authorize the use of county or municipal time, facilities, equipment or supplies for private gain or advantage to himself.

(2) An official or employee may not use or authorize the use of county or municipal time, facilities, equipment, or supplies for private gain or advantage to any private person or entity, except as authorized by legitimate contract or lease that is determined by the governing body to be in the best interests of the county or municipality.

1-1407. Use of position or authority.

(1) An official or employee may not make or attempt to make private purchases, for cash or otherwise, in the name of the municipality.

(2) An official or employee may not use or attempt to use his position to secure any privilege or exemption for himself or others that is not authorized by charter, general law, or ordinance or policy of the municipality or county.

1-1408. Ethics complaints.

(1) The Henry County Mayor and the Mayor of Paris shall jointly appoint an Ethics Officer to serve a term of five years commencing July 1, 2007 and said officer shall continue to service until the expiration of his term when a new appointment has been made by the Mayors, or in the event the Mayors have not agreed on an appointment, said officer shall continue to serve until replaced by a duly appointed successor.

(2) The Ethics Officer may request the assistance of the City Attorney and /or County Attorney as appropriate in order to properly apply the provisions contained herein.

(3) Questions and complaints regarding violations of this Code of Ethics or of any violation of state law governing ethical conduct should be directed to the Ethics Officers. Complaints shall be in writing and signed by the person making the complaint, and shall set forth in reasonable detail the facts upon which the complaint is based.

The Ethics Officer shall investigate any credible complaint against an official or employee charged with any violation of this Code of Ethics, or may undertake an investigation on its own initiative when it acquires information indicating a possible violation, and make recommendations for action to end or seek retribution for any activity that, in the Officer's judgment, constitutes a violation of this Code of Ethics.

The Officer may:

(1) refer the matter to the City and /or County Attorney for a legal opinion and/or recommendations for action;

(2) in the case of an official, refer the matter to the appropriate city or county legislative body for possible public censure if the legislative body finds such action warranted;

(3) in the case of an employee, refer the matter to the official responsible for the supervision of the employee for possible disciplinary action if the official finds the discipline warranted;

(4) in a case involving possible violation of state statutes, refer the matter to the district attorney for possible ouster or criminal prosecution;

The interpretation that a reasonable person in the circumstances would apply shall be used in interpreting and enforcing this Code of Ethics. When a violation of this Code of Ethics also constitutes a violation of a personnel policy or a civil service policy, the violation shall be dealt with as a violation of the personnel or civil service provisions rather than as a violation of this Code of Ethics.

1-1409. Violations.

An elected official or appointed member of a separate municipal or county board, commission, committee, authority, corporation or other instrumentality who violates any provision of this chapter is subject to punishment as provided by the municipality and the county's charter or other applicable law and in addition is subject to censure by the governing body. An appointed official or an employee who violates any provision of this chapter is subject to disciplinary action.

1-1410. Applicable State Laws.

In addition to the ethical principles set out in this Code of Ethics, state laws also provide a framework for the ethical behavior of county and city officials and employees in the performance of their duties. Officials and employees should familiarize themselves with the state laws applicable to their office or position and the performance of their duties. To the extent that an issue is addressed by state law (law of general application, public law of local application, local option law, or private act), the provisions of that state law, to the extent they are more restrictive, shall control. (Ord. #1066, 2/01/07)

B. That Title 1 Chapter 14 of the Paris Municipal Code be amended by enacting Title 1 Chapter 14 as follows:

CHAPTER 14  
CODE OF ETHICS FOR CITY OF PARIS, TENNESSEE

**Sections**

**1-1401.** Applicability.

**1-1402.** Definition of "personal interest."

**1-1403.** Disclosure of personal interest by official with vote.

**1-1404.** Disclosure of personal interest in nonvoting matters.

**1-1405.** Acceptance of gratuities, etc.

**1-1406.** Use of Information.

**1-1407.** Use of municipal time, facilities, etc.

**1-1408.** Use of position or authority.

**1-1409.** Outside employment.

**1-1410.** Ethics complaints.

**1-1401. Applicability.**

This chapter is the code of ethics for personnel of the municipality. It applied to all full-time and part-time elected or appointed officials and employees, whether compensated or not, including those of any separate board (except school board), commission, committee, authority, corporation, or other instrumentality appointed or created by the municipality. The words "municipal" and "municipality" include these separate entities.

**1-1402. Definition of "personal interest."**

1. For purposes of Sections 3 and 4, "personal interest" means:

- a. Any financial, ownership, or employment interest in the particular entity or person that is the subject of a vote by a municipal board not otherwise regulated by state statutes on conflicts of interests; or
  - b. Any financial, ownership, or employment interest in the entity or person to be regulated or supervised; or
  - c. Any such financial, ownership, or employment interest of the official's or employee's spouse, parent(s), stepparent(s), grandparent(s), sibling(s), child(ren), or stepchild(ren).
2. The words "employment interest" include a situation in which an official, an employee or a designated family member is negotiating possible employment with a person or entity that is the subject of the vote or that is to be regulated or supervised.
  3. In any situation in which a personal interest is also a conflict of interest under state law, the provisions of the state law take precedence over the provisions of this chapter.

**1-1403. Disclosure of personal interest by official with vote.**

An official with the responsibility to vote on a measure shall disclose during the meeting at which the vote takes place, before the vote and so it appears in the minutes, any personal interest that affects or that would lead a reasonable person to infer that it affects the official's vote on the measure. In addition, the official may recuse himself from voting on the measure.

**1-1404. Disclosure of personal interest in nonvoting matters.**

An official or employee who must exercise discretion relative to any matter, other than casting a vote, and who has a personal interest in the particular person or entity being regulated or supervised that affects or that would lead a reasonable person to infer that it affects the exercise of the discretion shall disclose the interest on a form provided by and filed with the recorder before the exercise of the discretion when possible. In addition, the official or employee may, to the extent allowed by law, charter, ordinance, or policy, recuse himself from the exercise of discretion in the matter.

**1-1405. Acceptance of gratuities, etc.**

An official or employee may not accept, directly or indirectly, any money, gift, gratuity, or other consideration or favor of any kind from anyone other than the municipality:

1. For the performance of an act, or refraining from performance of an act, that he would be expected to perform, or refrain from performing, in the regular course of his duties; or
2. That might reasonably be interpreted as an attempt to influence his discretion, or reward him for past exercise of discretion, in executing municipal business.

**1-1406. Use of information.**

1. An official or employee may not disclose any information obtained in his official capacity or position of employment that is made confidential under state or federal law except as authorized by law.
2. An official or employee may not use or disclose information obtained in his official capacity or position of employment with the intent to result in financial gain for himself or any other person or entity.

**1-1407. Use of municipal time, facilities, etc.**

1. An official or employee may not use or authorize the use of municipal time, facilities, equipment, or supplies for private gain or advantage to himself.
2. An official or employee may not use or authorize the use of municipal time, facilities, equipment, or supplies for private gain or advantage to any private person or entity, except as authorized by legitimate contract or lease that is determined by the governing body to be in the best interests of the municipality.

**1-1408. Use of position or authority.**

1. An official or employee may not make or attempt to make private purchases, for cash or otherwise, in the name of the municipality.
2. An official or employee may not use or attempt to use his position to secure any privilege or exemption for himself or others that is not authorized by the charter, general law, ordinance or policy of the municipality.

**1-1409. Outside employment.**

An official or employee may not accept or continue any outside employment if the work unreasonably inhibits the performance of any affirmative duty of the municipal position or conflicts with any provision of the municipality's charter or any ordinance or policy.

**1-1410. Ethics complaints.**

1. The city attorney is designated as the ethics officer of the municipality. Upon the written request of an official or employee potentially affected by a provision of this chapter, the city attorney may render an oral or written advisory ethics opinion based upon this chapter and other applicable law.
2.
  - A. Except as otherwise provided in this subsection, the city attorney shall investigate any credible complaint against an appointed official or employee charging any violation of this chapter, or may undertake an investigation on his own initiative when he acquires information indicating a possible violation and make recommendations for action to end or seek retribution for any activity that, in the attorney's judgment, constitutes a violation of this code of ethics.
  - B. The city attorney may request that the governing body hire another attorney, individual, or entity to act as ethics officer when he has or will have a conflict of interests in a particular matter.
  - C. When a complaint of a violation of any provision of this chapter is lodged against a member of the municipality's governing body, the governing body shall either determine that the complaint has merit, determine that the complaint does not have merit, or determine that the complaint has sufficient merit to warrant further investigation. If the governing body determines that a complaint warrants further investigation, it shall authorize an investigation by the city attorney or another individual or entity chosen by the governing body.
3. The interpretation that a reasonable person in the circumstances would apply shall be used in interpreting and enforcing this code of ethics.
4. When a violation of this code of ethics also constitutes a violation of a personnel policy, rule, or regulation or a civil service policy, rule, or regulation, the violation shall be dealt with as a violation of the personnel or civil service provisions rather than as a violation of this code of ethics.

**1-1411. Violations.**

An elected official or appointed member of a separate municipal board, commission, committee, authority, corporation, or other instrumentality who violates any provision of this chapter is subject to punishment as provided by the municipality's charter or other



applicable law and, in addition, is subject to censure by the governing body. An appointed official or an employee who violates any provision of this chapter is subject to disciplinary action.

(Ord. #1303,      /      /2024).

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

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

Passed and adopted 04/04/2024.

Passed and adopted     .

\_\_\_\_\_  
Mayor

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

**NEW BUSINESS**  
**AGENDA ITEM NO. 4**  
**Review of FY 2023 Audit**

**DISCUSSION:** Deferred to May 2024 meeting.

**ACTION:** None

**VOTE:** None

**NEW BUSINESS**  
**AGENDA ITEM NO. 5**  
**Proposal to Purchase Property for Fire Station**

**DISCUSSION:** City Manager, Kim Foster, stated that last month the Commissioners were presented with three potential locations for a new fire station, and the pros and cons of each of those locations. Among them was a location made up of 20 acres in the southwest quadrant of the city. Per the Commissions request, Ms. Foster contacted Mr. Jerry Hayes, representative for the Hayes Family Partners, to see if they would be willing to sell a smaller portion of one of the pieces of property identified within the 20 acres. Ms. Foster asked them to consider selling a 10-acre tract that she felt was a good compromise (map is attached below). Ms. Foster stated that all property owners agreed to the 10 acres and said they would be willing to sell for \$70,000 / acre. Ms. Foster stated that this price is by far the most reasonable per acre of all the property considered but is not the only benefit to this location.

Ms. Foster asked Fire Chief Hinson to evaluate calls for service to see where they respond to most frequently. Chief Hinson reported that nearly 70% of annual calls are in the east and southeast areas of their fire coverage area. With this property being located on Hwy 79S and in very close proximity to the Hwy 218 bypass, this location provides easy access to the high call areas of our community. This area also has direct access via Spruce and Russell Streets to the new industrial park currently under development. Two streets (Spruce & Hwy 79S) run along the edge of this property. This access provides additional ingress & egress options.

Commissioner Tharpe stated that the environmental aspects of the property were a concern. City Attorney, James Smith, stated that he drafted a memorandum of understanding with the property owners that addressed conditions including a Phase 1 environmental study. Mr. Smith stated that if there were any adverse related conditions to the environmental study that the city would have no obligation to continue with the purchase.

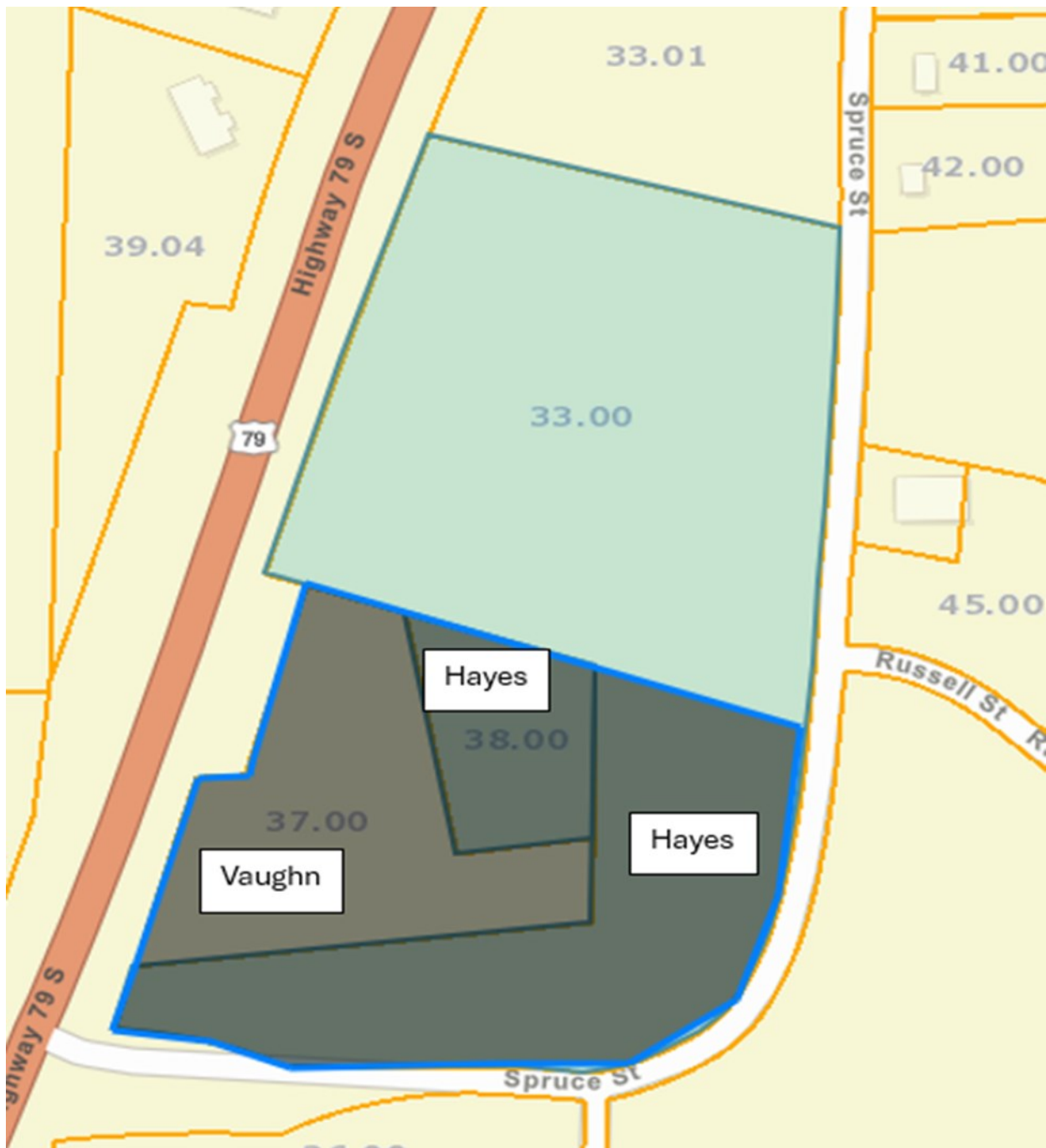
Fire Chief Jamie Hinson addressed the concern of relocating the Fire Station to another side of the railroad tracks and the current ISO rating. Chief Hinson stated that when reviewing the proposed property, he checked all local, state, and federal regulations regarding the placement of a fire station on a specific side of the railroad tracks. Chief Hinson stated if the proposed property is agreed upon by the commission, the railroad tracks will not pose an issue of responding or adverse effect to a fire of the west side of town.

Commissioner John Etheridge addressed Chief Hinson regarding shedding light on the amount and extent of calls that the City of Paris Fire Department is dispatched to. Chief Hinson stated that the City of Paris Fire Department is dispatched and responds to any emergency that cannot be handled from another

agency. Chief Hinson gave examples such as: car fires, house fires, house collapse, car wreck, medical emergency, backup to EMS, fire alarms including commercial ones.

**ACTION:** Commissioner Sam Tharpe made a motion, seconded by Commissioner Vickey Roberts to approve the proposal to purchase the first station to be located at the corner of Spruce Street and Hwy 79 South. Mayor Kathy Ray, Vice Mayor Vickey Roberts, Commissioner John Etheridge, Commissioner Jackie Jones, and Commissioner Sam Tharpe each voted Aye.

**VOTE:** None



**STATUS OF VARIOUS PROJECTS**

**April 2024**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	
HOME Grant	Morris/Foster	2024	The house on Depot St. is waiting on a final test and inspection and then it will be complete. This should be accomplished in April. The Blythe St. house has footers and is 25% complete. The contractor has been told the house must be complete by the end of June when the grant contract expires.
Back Alley Paris	Foster/Morris/ Ray	June 2024	Artist Dan Knowles is working on the mural which is scheduled to be complete by June. The mural will be located on the Market Street side of the Wimberly Agency building.
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. Preliminary Construction ready for submittal when NTP to Right of Way is received. TDOT has asked for more information on proprietary items request. TLM coordinating with BPU. NEPA re-eval approved.
Rison St Bridge Replacement	Foster/Morris	Summer 2024	TDOT has requested review of several documents related to six parcels on Rison Street. Still awaiting one signature on requested additional document. Documents have been reviewed by staff and requested additional information is being finalized to send back to TDOT.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	Excess land process continues. Received final comments and preliminary construction plans. Addressed review comments and resubmitted construction plans. TDOT has asked for more information on proprietary items request. TLM coordinating with BPU. City is meeting with the landowners to sign initial contact forms.
2022 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	Began receiving comments from TDOT on preliminary plans. Completed preliminary construction estimate. Will be scheduling a public meeting sometime soon.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2026	Work continues on the SDC form, preliminary layout, and the preliminary grading plan. Received TDOT approval of design at Fairgrounds Road/ Wood Street intersection.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	Hydraulic modeling and work on city-wide report continues. TLM is looking at possible sites for stormwater detention for Brooks St. Project and has started work on preliminary calculations.
Downtown Improvement Grant	Morris/Crouch/Foster	Summer 2023	We have one additional project to be completed. Estimated completion date April 2024 due to weather. This project is 75% complete.
Municipal Facilities Project	Foster	Dependent on Direction	Ed Smith, local retiree with a background in historical preservation, is working with us to complete the Level II documentation of our current City Hall that SHPO has requested. Looking at new property to be purchased for the relocation of the fire station. Will be revising the PAR for RD to include the new property. Continuing to work on layout revisions and exterior elevations.
Volunteer Sidewalk Issue	Foster	ASAP	Sidewalk has been corrected. This project is complete.

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

- None

**Notes/Updates from the City Manager**

- Building Inspector Jesse Skidmore tendered his resignation mid-March. His last day of employment was March 28. We are currently advertising on the MTAS, TML and TN Building Officials websites for interested individuals to apply for the position. We will be taking applications until April 18. We have contracted with Jimmy Temple, former Building Inspector and part-time Henry Co. resident, to help us with inspections in the interim.
- We need to schedule a date for our annual Budget Work Session so please bring your calendars. We are shooting for as close to the first of May as possible.
- I would also like to schedule a time to discuss our future building plans. A lot has changed since we first discussed this topic in May of 2023.
- City of Paris will serve opening night of the Fish Fry Tent, Wednesday, April 24, 2024, from 5:00 – 7:00 p.m.

- Commissioners were asked to complete an evaluation of City Manager, Kim Foster with City Attorney, James Smith. This evaluation takes place every 4 years.

**Motion to Adjourn:** The meeting adjourned at 5:43 p.m.

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Mayor

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Finance Director