

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



TERRY FULLER, COMMISSIONER  
JACKIE JONES, VICE MAYOR  
GAYLE GRIFFITH, COMMISSIONER  
SAM THARPE, COMMISSIONER

**BOARD OF COMMISSIONERS MEETING MINUTES  
CITY OF PARIS, TENNESSEE  
March 5, 2020  
5:00 P.M.**

The Public Hearing was called to order at 5:00 p.m. by Mayor Gerrell. The Public Hearing was held for the purpose of amending Paris Municipal Code with regard to trash and other nuisance issues.

There were no further comments and the Public Hearing was duly closed.

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5 p.m. on Thursday, March 5, 2020 in the Paris City Hall Courtroom.

The Meeting was called to order by Vice Mayor Jones with the following roll call:

- Present:** Mayor Carlton Gerrell  
Vice Mayor Jones Jackie Jones  
Commissioner Gayle Griffith  
Commissioner Sam Tharpe  
Commissioner Terry Fuller
- Also Present:** Attorney Chip McLean  
City Manager Kim Foster  
Finance Director Traci Shannon  
Administrative Assistant M.J. Stancook  
Community Development Director Jennifer Morris
- Media:** Shannon McFarlin  
Shelby Frye
- Absent:** City Attorney Fred McLean

Vice Mayor Jones led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Fuller.

**APPROVAL OF MINUTES:** Regular Meeting Minutes – February 6, 2020

**DISCUSSION:** None

**ACTION:** Commissioner Fuller made a motion, seconded by Vice Mayor Jones to approve the minutes as presented.

**VOTE:** Unanimous

**COMMENTS FROM CITIZENS:** No comments.

**COMMENTS FROM THE COMMISSION:** No comments.

**SERVICE RESOLUTIONS AND PROCLAMATIONS:**

Lt. Ramos recognized the following employees for going above and beyond their call of duty during a recent accident that occurred on East Wood Street: Chris Moseley, John Smith, Marcus Russell, Michael Steele, David Mitchell and Lane Sutton.

Mayor Gerrell presented a Tower of Excellence award to the three employees present at the meeting. The Tower of Excellence Award replaced the Marquis de Paris award that has been issued in the past. Mayor Gerrell explained that the Tower of Excellence will be awarded to citizens for special occasions such as the employees who were recipients of this award tonight.

The City Manager said "my heart swells with pride to be a part of this organization". Ms. Foster went on to say that we have worked really hard to foster a cooperative and helpful environment. She expressed her appreciation for all employees involved.

**OLD BUSINESS AGENDA ITEM NO. 1: Ordinance to Amend Paris Municipal Code with Regard to Trash and Other Nuisance Issues (Second Reading)**

**DISCUSSION:** The ordinance to amend the Paris Municipal Code with regard to trash and other nuisance issues was passed on first reading during the February 2020.

**ACTION:** Motion made by Commissioner Tharpe, seconded by Commissioner Fuller to pass the ordinance to amend Paris Municipal Code with regard to trash and other nuisance issues on second reading.

**VOTE:** Unanimous

**Ordinance No. 1252**

AN ORDINANCE  
to Amend 8-104(6), 8-803 A., 8-803 H., 8-805, and 8-806 of the Paris Municipal Code

SECTION 1. Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that 8-104(6), 8-803 A., 8-803 H., 8-805, and 8-806 of the of the Paris Municipal Code be amended as follows:

- (A) That 8-104(6) of the Paris Municipal Code be amended by adding the following language after the first sentence of 8-104(6):

It shall be the responsibility of the business, industry, or other entity who leases a City owned trash receptacle to properly secure said receptacle to prohibit unauthorized use of, or access to, said receptacle. It shall further be the responsibility of said business, industry, or other entity to keep the area around and outside said receptacle clear of any solid waste, garbage, refuse, rubbish, or discarded furniture, furnishings, or other personal property, regardless of whether such items have been left on or around said receptacle by the lessee or by unknown persons.

- (B) That 8-803 H. of the Paris Municipal Code be deleted in its in entirety and the following substituted therefore:

H. Health and sanitation nuisances. It shall be unlawful for any person to permit any premises owned, occupied, or controlled by him to become or remain in a filthy condition, or permit the use or occupation of same in such a manner as to create noxious or offensive smells and odors in connection therewith, or to allow the accumulation or creation of unwholesome and offensive matter from flies, mosquitos, rodents, pigeons, or other vermin, fowl, or insects on or about the premises such as to constitute a threat to the public health, safety, or welfare of persons or property on or about the premises.

- (C) That 8-805 of the Paris Municipal Code be amended by deleting the first sentence of 8.-805 and substituting therefore the following:

If any owner, occupant, tenant, agent, or designee shall be in violation of 8-803 it shall be the duty of the building inspector and/or health officer to serve a Notice mailed by certified mail to the last known address of any person or persons, as defined in this chapter, having ownership, possession, or control over the offending premises, or such notice may be served personally to the owner, occupant, tenant, agent, or designee of the property or may be posted on the property on which the violation exists.

- (D) That 8-806 of the Paris Municipal Code shall be amended by enacting the following as 8-806 C.:

C. In addition to the enforcement provisions provided in A. and B. above, the building inspector and/or health officer may cite the owner, occupant, tenant, agent, or designee into City Court as provided in 8-808 for action by the City Judge to require alleviation of the violations of this Chapter as determined by the building inspector and/or health officer.

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 February 6, 2020.

Passed and adopted March 5, 2020.

/s/ Carlton Gerrell  
Mayor

/s/ Traci Shannon  
Finance Director

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

**Narrative to January 2020 Operating Statement**

Retail sales tax revenue was down slightly in December compared to December of last year. We are still running ahead fiscal year-to-date by .85%. Reflecting over the first half of the fiscal year, consumer spending remains strong compared to previous years.

Expenditures exceeded revenues in the General Fund for the month of January and we are also behind fiscal year-to-date. We had several out of the ordinary expenses during the month including vehicles for the Police Department, City Hall, and a new Sanitation truck. There was also a large expense for the Splash Pad in which we will receive reimbursement for from the grant. Also, January was one of the three pay period months that occur twice each year.

Property tax revenue has been rolling in as expected. February is the last month to collect the current 2019 property taxes. The 2018 unpaid taxes will be turned over to Chancery Court for collection around the middle of March.

Other Business:

**New employees:** None

**Retired:** One part-time (KPAC)

We issued fourteen business licenses in January:

**New business:** Quik Stop, JDM Blessings LLC, Too Much Turquoise, Vintage Quarterly, Harber Rock Goods LLC, Other Side of the Track A Osotta LLC, Emmalaik Designs, Arlo & Capri, Paris Nutrition, Sister Moon, Handheld LLC (Food Truck)

**New owner:** The Bowling Alley

**Add'l location:** Vogel Plumbing Inc (Contractor)

**Minimal License Renewal:** 1211 Frames

Commissioner Fuller inquired about the new businesses. City Manager Kim Foster stated that several of the new business are located within Off the Square.

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

	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>% Incr(Decr)</u>
JULY	\$754,841	\$748,999	\$791,918	\$787,901	\$802,267	1.82%
AUGUST	\$725,865	\$738,171	\$775,581	\$790,533	\$799,378	1.12%
SEPTEMBER	\$779,709	\$791,866	\$812,873	\$774,425	\$797,992	3.04%
OCTOBER	\$740,683	\$732,345	\$777,777	\$761,812	\$761,453	-0.05%
NOVEMBER	\$731,887	\$770,351	\$821,637	\$809,116	\$807,105	-0.25%
DECEMBER	\$940,460	\$999,663	\$927,868	\$960,027	\$957,286	-0.29%
JANUARY	\$626,709	\$674,764	\$689,391	\$665,013		
FEBRUARY	\$708,129	\$684,426	\$697,202	\$704,313		
MARCH	\$830,289	\$840,859	\$840,412	\$877,659		
APRIL	\$768,632	\$792,642	\$774,320	\$849,875		
MAY	\$762,746	\$796,500	\$840,600	\$863,697		
JUNE	\$839,825	\$871,656	\$849,365	\$873,145		
<b>TOTAL</b>	<b>\$9,209,776</b>	<b>\$9,442,243</b>	<b>\$9,598,946</b>	<b>\$9,717,515</b>	<b>\$4,925,480</b>	
<b>Previous YTD % Increase/Decrease</b>		<b>2.52%</b>	<b>1.66%</b>	<b>1.24%</b>	<b>0.85%</b>	

**MONTHLY OPERATING STATEMENT  
January 2020**

<b>REVENUES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,490,000	144,540	807,024	54.16%
Local Option Sales Tax	4,800,000	395,022	2,792,223	58.17%
Wholesale Liquor / Beer	760,000	79,254	502,239	66.08%
Business Tax	370,000	14,875	46,580	12.59%
Fees & Licenses	162,500	2,344	89,206	54.90%
In Lieu Payments	882,750	91,215	459,947	52.10%
Grants	1,191,125	3,000	235,343	19.76%
State Shared taxes	1,450,000	116,253	899,823	62.06%
All Other	2,649,668	160,005	1,083,310	40.88%
<b>Total General Fund Revenue</b>	<b>13,756,043</b>	<b>1,006,508</b>	<b>6,915,695</b>	<b>50.27%</b>
Solid Waste Collection - BPU	1,230,000	101,037	714,002	58.05%
Solid Waste Disposal - Transfer	280,000	20,235	209,101	74.68%
Other Revenue	400	10	3,484	871.10%
<b>Total Sanitation</b>	<b>1,510,400</b>	<b>121,283</b>	<b>926,587</b>	<b>61.35%</b>
Gate Receipts - Brush & Debris	150,000	5,116	72,540	48.36%
County Share Operating Exp	38,500	17,328	17,328	45.01%
Gate Receipts - Tires	8,000	540	3,059	38.24%
Other Revenue	30,450	1	31,325	102.87%
<b>Total Landfill</b>	<b>226,950</b>	<b>22,984</b>	<b>124,252</b>	<b>54.75%</b>

<b>Total Drug Fund</b>	<b>63,075</b>	<b>1,637</b>	<b>31,610</b>	<b>50.12%</b>
<b>TOTAL REVENUES</b>	<b>15,556,468</b>	<b>1,152,412</b>	<b>7,998,145</b>	<b>51.41%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
<b>General Fund</b>	<b>(471,144)</b>	<b>(540,316)</b>
<b>Sanitation</b>	<b>(161,196)</b>	<b>(88,118)</b>

<b>EXPENDITURES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	237,540	63,839	165,684	69.75%
General Administration	420,135	57,377	248,106	59.05%
Economic Development	166,912	13,272	36,045	21.59%
Elections	0	0	0	#DIV/0!
Financial Administration	302,132	26,771	184,942	61.21%
City Hall Building	92,840	7,997	55,689	59.98%
Police Department	2,088,967	200,576	1,190,200	56.98%
Downtown Parking	1,000	7	206	20.56%
Emergency Communications	663,104	71,996	361,906	54.58%
Fire Department	1,710,753	180,798	968,876	56.63%
Building Inspection	93,046	7,880	55,530	59.68%
Street Maintenance	1,529,314	108,268	802,692	52.49%
State Street Aid	500,000	1,297	489,714	97.94%
Storm Water Management	76,405	5,008	33,808	44.25%
Street Lighting	82,200	26,220	67,590	82.23%
City Garage	343,926	35,722	199,470	58.00%
Cemetery Maintenance	61,124	822	25,110	41.08%
Health & Animal Control	164,145	17,617	96,329	58.69%
Civic Center	548,874	53,322	314,900	57.37%
Parks & Recreation	1,024,178	110,256	614,932	60.04%
Library	164,786	27,464	109,857	66.67%
Community Development	2,605,900	445,393	1,151,032	44.17%
Debt Service	871,882	15,750	283,393	32.50%
<b>General Fund Expenditures</b>	<b>13,749,163</b>	<b>1,477,652</b>	<b>7,456,011</b>	<b>54.23%</b>
Sanitation Collection	992,391	229,051	648,825	65.38%
Contractual Services	550,000	53,428	365,880	66.52%
<b>Total Sanitation</b>	<b>1,542,391</b>	<b>282,478</b>	<b>1,014,705</b>	<b>65.79%</b>
<b>Total Landfill</b>	<b>217,879</b>	<b>13,700</b>	<b>98,259</b>	<b>45.10%</b>
<b>Total Drug Fund</b>	<b>94,600</b>	<b>29,622</b>	<b>40,452</b>	<b>42.76%</b>
<b>TOTAL EXPENDITURES</b>	<b>15,604,033</b>	<b>1,803,453</b>	<b>8,609,427</b>	<b>55.17%</b>
<b>Landfill</b>		<b>9,284</b>	<b>25,993</b>	
<b>Drug Fund</b>		<b>(27,986)</b>	<b>(8,842)</b>	

**NEW BUSINESS AGENDA ITEM NO. 2: Appointments to Boards:** There were appointments for the month of March.

**NEW BUSINESS AGENDA ITEM NO. 3: Resolution for Interlocal Agreement Regarding Fire and Rescue Automatic Aid**

**DISCUSSION:** The resolution presented would put in place an interlocal agreement between the City of Paris and Henry County with regards to fire and rescue automatic aid. City Manager Kim Foster stated that most of the guidelines are already in practice. The proposed improvements will result in better overall service to all of the citizens of Henry County. Mr. Ron Watkins, Henry County Emergency Management Director added the purpose is to try and reduce the amount of time that it takes to get emergency services on the scene for a structure fires and vehicle/ rescue accidents. Commissioner Tharpe inquired about the ISO rating. Chief Williams explained the ISO process. Chief Williams stated the department was three points shy of getting to a level 3 ISO rating. Chief Williams also stated that in the line of work, response time on the scene means a lot and requested the resolution be approved for automatic aid. Commissioner Fuller expressed concern with regard to the agreement. Chief Williams explained if called for aid to an area outside the city limits, his department will send a maximum to one truck along with two firefighters leaving two trucks in the city. Vice Mayor Jones inquired as to who determines if aid is needed. Mr. Watkins replied stating it would be the incident commander that would makes that decision.

Commissioner Tharpe asked if the county has considered putting money into the county fire departments. Mr. Watkins stated they have been trying for more than ten years. There has been support from the volunteer departments, but when trying to push it through to the fire protection committee some support was lost. Mr. Watkins stated the stance of the county is that the subject will not be visited again until the volunteer chiefs bring it back up.

**ACTION:** Motion made by Commissioner Tharpe, seconded by Vice Mayor Jones to approve the Resolution for interlocal agreement regarding fire and rescues automatic aid.

**VOTE:** Ayes: Mayor Gerrell, Vice Mayor Jones, Commissioner Tharpe, Commissioner Griffith  
Nay: Commissioner Tharpe

**RESOLUTION NO. 1640**

WHEREAS, the Board of Commissioners of Henry County, Tennessee, by RESOLUTION NO 9-1-20 has proposed an Interlocal Agreement to provide a plan to offer automatic response of Fire, Rescue, and EMS Services to the residents of Henry County; and,

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee wishes to enter into this Interlocal Agreement whereby the City of Paris, Tennessee renders aid as needed for fire-fighting, vehicle rescue, EMS, or related technical operational support services to the residents of Henry County; and,

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee authorizes the Mayor, or the Mayor's designee, to enter into any agreements necessary to implement automatic response with regard to fire-fighting, rescue, EMS, or related technical support services pursuant to the Henry County Standard Operating Guidelines for Fire Service/Rescue Response Dispatch in all ESN areas of Henry County, including the municipalities of Paris, Puryear, Henry, and Cottage Grove.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Paris, Tennessee authorizes the Mayor, or the Mayor's designee, to enter into any agreements necessary to implement automatic response with regard to fire-fighting, rescue, EMS, or related technical support services pursuant to the Henry County Standard Operating Guidelines for Fire Service/Rescue Response Dispatch.

This Resolution shall become a part of and be spread upon the minutes of this meeting of the Board of Commissioners of the City of Paris, Tennessee.

Unanimously adopted, this the 5<sup>th</sup> day of March, 2020.

/s/ Carlton Gerrell  
Mayor

/s/ Traci Shannon  
Finance Director

ATTESTED:

/s/ M.J. Stancook

**STATUS OF VARIOUS PROJECTS**  
**March 2020**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	<b>NOTES</b>
HOME Grant	Morris/Foster	2022 (if awarded)	We have officially closed out our 2015-2016 HOME Grant! We were able to assist seven home owners with improvements that made their homes more livable. Last week we submitted an application for the 2020 round of HOME grants in the amount of \$500,000. The NWTDD will again be the administrator if we are awarded. Award announcements should be in May.
Back Alley Paris	Foster/Morris/ Ray(DPA)	June 2020	Dan Knowles has been diligently working on the panels which feature E.W. Grove and his contributions to Paris and Henry County.
TN ECD Façade Grant	Foster/Morris	Spring 2020	The three alternate projects have been approved by TECD. We are still waiting on one property owner to submit the required three bids per project. The other two projects have been submitted to TECD for bid approval.
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Spring 2021	TLM has completed preliminary design. Final SDC document (streamlined document checklist) for NEPA was submitted to TDOT in January and comments were received back from them on February 20. TLM is addressing the comments and anticipate resubmitting to TDOT in early March. We will be holding an informational meeting for the public at 5:30 on March 24 in the City Hall meeting room.
2018 LPRF Grant for Splash pad	Foster/Lawrence/ Morris	May 2020	The masonry work on the bathroom building is complete. The trusses for the roof are in and construction on the roof will start when the weather allows. The underground water tank was installed and plumbed-in last week. BPU has completed the installation of the 3 phase power to the project.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Undetermined	NEPA process continues. Still waiting on responses from the Historical Commission and Native American Council.
Rison St Bridge Replacement	Foster/Morris	Fall 2021	The NEPA process continues, we are waiting on approvals from several different agencies. This process is expected to take at least six months.
2019 Tourism Enhancement Grant for Eiffel Tower Upgrades	Foster/Morris/Lawrence	Spring 2020	Sign options are still being evaluated. Paving will not be done until after the splash pad is complete and we don't have to worry about heavy equipment damaging newly laid pavement.
2019 Multimodal Access Grant	Foster/ Morris	Spring 2022 (if awarded)	Application was submitted mid-October. Announcement of grant recipients is expected this summer.
2020 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster/Morris	Spring 2022 (if awarded)	Application was submitted at the first of October. Announcement of grant recipients is expected this summer.
TDOT Traffic Signal Modernization Program Grant	Foster/Morris	Undetermined	Still no word from TDOT on the status of this grant. We have contacted them to see if we can get an update.

City Manager announced that the city was not granted the TDOT Traffic Signal Modernization Program Grant. Ms. Foster stated things are moving along with the splash pad but it will be a push to have completed by Memorial Day.

Ms. Foster announced the March 24, 2020 informational meeting with regard to the sidewalk grant along Patriot Avenue and Wilson Street.

Ms. Foster also announced that the TA Grant and Multi Modal Grant announcements will be this summer.

**Motion to Adjourn:** Commissioner Tharpe made a motion, seconded by Commissioner Fuller to adjourn at 5:29 p.m.

/s Carlton Gerrell  
Mayor

/s Traci Shannon  
Finance Director