

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
March 7, 2024
6:00 P.M.**

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 6:00 p.m. on Thursday, March 7, 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
Commissioner Jackie Jones
Commissioner John Etheridge

Also Present: City Manager Kim Foster
City Attorney James Smith
Community Development Director, Jennifer Morris
Administrative Assistant to Building, Codes, and Stormwater, Rebecca Renkel

Absent: Commissioner Sam Tharpe
Finance Director, Tammie Hopper
Administrative Assistant Jessica Crouch
Building Inspector, Jesse Skidmore

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

Commissioner Jackie Jones led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner John Etheridge.

APPROVAL OF MINUTES: Regular Meeting – February 1, 2024

DISCUSSION: None

ACTION: The minutes stand approved as read.

VOTE: None

COMMENTS FROM CITIZENS: The first comment was from Harold Bass whose business address is located at 104 Tyson Avenue, Paris, TN 38242. Mr. Bass voiced his concerns regarding Building Inspector, Mr. Skidmore, and the condemnation of properties that were taking place around the City limits. His concern was losing housing when housing was at a minimal at this time.

The second comment was from Byron Travis who lives at 411 Wynn Street, Paris, TN 38242. Mr. Travis voiced his concern about recent incidents with the Building Inspector.

The third comment was from Dan Boudrie who lives at 202 Lone Oak Rd, Paris, TN 38242. Mr. Boudrie presented to the board the Paris Municipal Code Ordinance regarding animals running at large. Mr. Boudrie's complaint involved his neighbor who he claims has multiple cats who are running at large and impeding on his property and causing damage.

The fourth comment was from Royce Stubblefield who lives at 414 W Blythe Street, Paris, TN 38242. Mr. Stubblefield voiced his concern about recent encounters with the Building Inspector.

The fifth comment was from Carnell Williams who lives at 804 W Wood St, Paris, TN 38242. Mr. Williams voiced his concern about recent incidents with the Building Inspector.

The sixth comment was from Rex Carter who lives at 1935 McIntosh Rd, Paris, TN 38242. Mr. Carter voiced his concern about recent incidents with the Building Inspector.

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 January 2024 Operating Statement

The decrease in Retail Sales Tax Revenue in September was due to an error in reporting by one of our major retailers. We received the additional amount due during the month of December which resulted in a substantial increase of 27.56% due to the reporting error being corrected with the state. Please note the overall retail sales tax revenue increase of 4.37% for the first half of the fiscal year which reflects both the decrease in September and increase in December for a more accurate revenue total reported and received.

As you well know, the state implemented a new banking service law a few years ago for municipalities and the city is required to seek new proposals at least once every four years. We solicited proposals from all local banks and received responses from three. We are submitting, for your approval, the best proposal received which was from Security Bank, our current provider. They were chosen as the best option based on interest rates and banking services provided at no additional cost. Per TCA, the governing body shall contract with the bank for four years beginning January 1, 2024, through December 31, 2028. Please see the attached copy of the agreement from Security Bank.

We issued **four** business licenses in **January** to include:

(2) Standard (over \$100K): B and B Home Repair, Crazy Bin Dealz,

(2) Minimal (under \$100K): Paris Appliance Store and Tennessee Custom Constructs.

Change in ownership included: The Closet, Take Me Back, Paris Inn and Suites and Swiss Villa

REVENUES	Annual Budget	Current Month	Yr to Date	Percent Realized
Property Taxes	1,985,000	534,724	904,071	45.55%
Local Option Sales Tax	6,600,000	534,852	3,637,918	55.12%
Wholesale Liquor / Beer	900,000	83,773	559,689	62.19%
Business Tax	450,000	15,006	56,472	12.55%
Fees & Licenses	166,250	15,177	138,900	83.55%
In Lieu Payments	852,250	31,606	364,577	42.78%
Grants	2,854,250	53,723	391,534	13.72%
State Shared taxes	1,895,000	143,852	995,289	52.52%
All Other	1,815,550	150,107	1,274,355	70.19%
Federal ARPA Grant	0		0	0.00%
ARPA/TDEC-WII	950,000	4,545	53,586	5.64%
Total General Fund Revenue	18,468,300	1,567,367	8,376,391	45.36%
Solid Waste Collection - BPU	1,285,000	104,846	773,106	60.16%
Solid Waste Disposal - Transfer	470,000	34,304	258,275	54.95%
Other Revenue	30,300	-3	696	2.30%
Total Sanitation	1,785,300	139,146	1,032,076	57.81%
Gate Receipts - Brush & Debris	175,000	7,579	110,046	62.88%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	10,000	903	4,294	42.94%
Other Revenue	41,550	5	1,056	2.54%
Total Landfill	261,550	8,487	115,397	44.12%
Total Drug Fund	43,550	7,443	25,667	58.94%
TOTAL REVENUES	20,558,700	1,722,443	9,549,531	46.45%

**Monthly Operating Statement
January 2024**

EXPENDITURES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	189,505	16,150	112,728	59.49%
General Administration	515,851	38,582	307,351	59.58%
Economic Development	178,877	14,397	108,648	60.74%
Elections	0	0	0	#DIV/0!
Financial Administration	344,685	21,736	226,765	65.79%
City Hall Building	111,969	9,793	72,430	64.69%
Police Department	2,705,709	276,700	1,697,206	62.73%
Emergency Communications	831,273	71,369	477,763	57.47%
Fire Department	2,068,767	145,114	1,256,525	60.74%
Building Inspection	242,763	16,923	138,620	57.10%
Street Maintenance	1,963,762	127,117	1,091,586	55.59%
State Street Aid	1,696,500	898	1,510,839	89.06%
Storm Water Management	158,757	42,464	92,620	58.34%
Street Lighting	131,000	33,476	86,618	66.12%
City Garage	350,263	71,465	212,852	60.77%
Cemetery Maintenance	78,892	648	41,481	52.58%
Health & Animal Control	289,290	14,208	188,372	65.12%
Civic Center	740,931	46,547	383,871	51.81%
Parks & Recreation	1,240,489	94,590	809,699	65.27%
Library	196,096	32,683	130,731	66.67%
Community Development	3,082,500	74,940	524,351	17.01%
ARPA-SLFRF	1,000,000	0	17,753	1.78%
ARPA/TDEC-WII	950,000	0	1,170	0.12%
Debt Service	259,000	0	113,177	43.70%
General Fund Expenditures	19,326,879	1,149,799	9,603,152	49.69%
Sanitation Collection	1,217,528	72,045	666,344	54.73%
Contractual Services	800,000	64,111	461,980	57.75%
Total Sanitation	2,017,528	136,156	1,128,325	55.93%
Total Landfill	234,677	10,801	132,576	56.49%
Total Drug Fund	49,500	185	14,671	29.64%
TOTAL EXPENDITURES	21,628,584	1,296,942	10,878,724	50.30%

REVENUES OVER / (UNDER) EXPENDITURES	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	417,568	(1,226,761)
Sanitation	2,990	(96,248)
Landfill	(2,314)	(17,180)
Drug Fund	7,258	10,996

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>
Industrial Development Board 6 Year Term City Commission Appointment	Traci Templeton	Emily Watkins	July 2, 2028	July 2, 2028

DISCUSSION: None

ACTION: Commissioner Jackie Jones made a motion, seconded by Vice Mayor Vickey Roberts to approve Emily Watkins to the Industrial Development Board.

VOTE: Unanimous

NEW BUSINESS

AGENDA ITEM NO. 3

Acceptance of Best Proposal for Banking Purposes

DISCUSSION: Kim Foster, City Manager, explained that banking proposals were solicited from all local banks and received responses from three. The best proposal we received was from Security Bank, our current provider. Per TCA, the governing body shall contract with the bank for four years effective January 1, 2024, through December 31, 2028.

ACTION: Commissioner Jackie Jones made a motion, seconded by Commissioner John Etheridge to approve the acceptance of best proposal for banking purposes for Security Bank.

VOTE: Unanimous

FROM: City of Paris
TO: Security Bank
DATE: February 9, 2024
RE: Request for quote of current interest rate and fees

The City of Paris is accepting proposals for placement of approximately 2.5 million dollars from qualified banking institutions that maintain a full service branch bank within the city limits of Paris to provide depository and banking services to the City for a four-year period beginning on or about January 1, 2024.

The City will accept interest only (no fees) proposals, whereas the City will be paid a certain interest rate on City bank accounts and the City will be charged no banking fees for the duration of the banking contract.

Please forward interest rates offered to us:

Fees charged for banking services:

	<u>Interest Rate</u>		<u>Fees</u>
Checking Account	<u>LGIP + 10(today's rate 5.45% 5.61% APY)</u>	Monthly analysis charges	<u>NA</u>
Savings Account	<u>.75% rate .75% APY</u>	Any other relevant recurring fees	<u>NA</u>
Money Market Account	<u>Call for rate</u>	Credit card usage fees	<u>NA</u>
6-month Certificate of Deposit	<u>Call for rate</u>	ACH services	<u>NA</u>
1-year Certificate of Deposit	<u>Call for rate</u>	Wire Transfers	<u>NA</u>
2-year Certificate of Deposit	<u>Call for rate</u>	Stop payments	<u>NA</u>
		NSF checks	<u>NA</u>
		Cancelled check copies	<u>NA</u>
Is the bank a member of the Tennessee State Collateral Pool?		Zero balance accounts / No activity	<u>NA</u>
Yes <u>XX</u> No _____		Other charges:	<u>NA</u>
		Positive Pay	<u>NA</u>

If the previous answer is "No" is the bank willing to pledge collateral securities for the public deposits in the amount of 105% of the amount exceeding FDIC coverage?

Yes _____ No _____

**Please return to Tammie Hopper via email at thopper@cityofparistn.gov.
no later than February 26, 2024.**

NEW BUSINESS

AGENDA ITEM NO. 4

Ordinance to Amend Title 11 Chapter 3 in the Zoning Ordinance regarding Definitions and Table of Uses in the Paris Municipal Code

DISCUSSION: Deferred to April 2024 meeting.

ACTION: None

VOTE: None

NEW BUSINESS

AGENDA ITEM NO. 5

Proposal to Purchase Property for Fire Station

DISCUSSION: Ms. Foster addressed the board regarding the purchase of property for the Fire Station and one of the property owners on West Wood Street backing out. Ms. Foster explained that new locations have been narrowed down to three (3) locations at this time. Ms. Foster handed out papers showing the pros and cons of three (3) locations for the purchase of property for the new proposed Fire Station. Ms. Foster explained the pros and cons of each of the properties located on Jim Adams Drive, West Wood Street, and the Southwest Quadrant of the City Limits. Ms. Foster stated that growth should be taken into consideration when determining the best location. Location 1 does not allow for growth due to the size of the lot and location 3 allows for excess growth due to its large parcel size of 20 acres. She also stated that a larger parcel could be an incentive to commercial property looking to invest in the City of Paris. Commissioner Etheridge stated that he would like to see a negotiation with the property owner of a smaller portion of the 20 acres with the board in agreement.

ACTION: None

VOTE: None

STATUS OF VARIOUS PROJECTS
March 2024

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	
HOME Grant	Morris/Foster	2024	The house on Depot St. should be finished in the next couple of weeks. The contractor on the Blythe St. house is hoping to get the footers poured in the next couple of weeks.
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 to Right of Way. Preliminary Construction ready for submittal when NTP to Right of Way is received. Agency wide proprietary items request for signal under review at TDOT. TLM working through comments on final NEPA reevaluation document.
Rison St Bridge Replacement	Foster/Morris	Summer 2024	As of Monday (Feb 26) we have completed all ROW Certification paperwork and forwarded all of it to our engineer who has sent them on to TDOT.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	Excess land process continues. Preliminary construction plans are still under review by some divisions at TDOT. Agency wide proprietary items request for signal items under review at TDOT. Right of Way acquisition process continues. Received title opinions from city attorney, sent to TDOT for review, TDOT approved the forms. TLM working on sending preliminary ROW notices to the city for distribution.
2022 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	Preliminary plans submitted to TDOT for review and comment. Completed preliminary construction entrance. Developed rendering for public meeting.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2026	Continued working on the SDC form. Continued work on the preliminary layout. Continued work on preliminary grading. Met with TDOT regarding layout of Fairgrounds Road/East Wood Street intersection. Attempting to address comments from multimodal division.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	Hydraulic modeling continues. Work on city-wide report has begun. TLM is looking at possible sites for stormwater detention for Brooks St. project.
Downtown Improvement Grant	Morris/Crouch/Foster	Summer 2023	We have one additional project to be completed. Estimated completion date March 2024 due to weather. This project is 75% complete.
Municipal Facilities Project	Foster	Dependent on Direction	Still waiting on state historical approval to demo the existing building. 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	TLM has met with Public Works and completed the engineering. The sidewalk is scheduled to be corrected within the next couple of weeks.

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

- None

Notes/Updates from the City Manager

- A new fire truck / pumper was ordered from Fouts Brothers mid-February. The quote was approximately \$50,000 less than all other estimates we had received, and the truck should be ready for delivery in 8 – 12 weeks.

Motion to Adjourn: The meeting adjourned at 7:01 p.m.

Mayor

Finance Director