

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



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

**CITY OF PARIS, TENNESSEE
BOARD OF COMMISSIONERS REGULAR MEETING AGENDA**

**CITY HALL COURTROOM
July 2, 2020
5:00 P.M.**

PUBLIC HEARING

1.) Rezoning Request for Hwy 69A from M1 to R2

REGULAR MEETING

Call to Order: Carlton, Gerrell, City Mayor

Roll Call: Traci Shannon, Finance Director

Pledge of Allegiance and Prayer

Approval of the Minutes of Previous Meetings: Regular Meeting – June 4, 2020, Special Called Meeting – June 23, 2020

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: None

OLD BUSINESS

- 1.) **Rezoning Request for Hwy 69A from M1 to R2:** Jennifer Morris, Community Development Director

NEW BUSINESS

- 1.) **Financial Update:** Traci Shannon, Finance Director
- 2.) **Appointments to Boards:** None
- 3.) **Request to Acquire Undeveloped Right of Way on Lankford Road:** Jennifer Morris, Community Development Director
- 4.) **Request to Rezone Property at 203 E. Blythe Street from R-3-H to TRB:** Jennifer Morris, Community Development Director

Various Projects Updates: Kim Foster, City Manager

Adjournment

OLD BUSINESS
AGENDA ITEM NO. 1
Rezoning Request for Hwy 69A from M1 to R2

Mr. James Snow is requesting his property located on Memorial Drive (Hwy 69A) be rezoned from M-1 (Light Industrial) to R-2H (Residential High Density). This property only has access to Memorial Drive/Hwy 69A. However, it is zoned (M-1) in accordance with the adjacent property that is accessed from Highway 641S.

It should again be noted that this property only has access to Memorial Drive. The adjacent property is accessed on Hwy 641 adjacent to the property that is the location of the local UPS hub.

Mr. Snow has purchased the entire 35.5 acre tract and is in the process of dividing the property into 4 tracts, each consisting of approximately 5+ acres. He wishes to utilize these tracts as a residential/agricultural use.

This request was referred to the Planning Commission and they took up the issue at their June meeting. Their recommendation is to approve the rezoning request. Additionally, they recommend rezoning the parcel adjacent and to the east to R-2H as well.



Area Requested to be
Rezoned from M-1 to R-2



Area Outlined in Red has been recommended by
Paris Planning Commission
be Rezoned from M-1(Industrial) to R-2 (Residential)

NEW BUSINESS
AGENDA ITEM NO.1
Financial Update

Narrative to May 2020 Operating Statement

Local Option Sales Tax reflected a rise in spending during the month of April. Our retail sales tax revenue showed an increase of 1.82% compared to April of last year. We are also ahead fiscal year-to-date by 1.15%.

As predicted, our General Fund expenditures exceeded revenues in the month of May. Other than the principal payments on debt service, we also had several other large expenses. Some of those expenses included \$28K for Firefighter gear, \$21K for hydraulic doors at Public Works, and \$105K for Splash Pad equipment (which will be reimbursed by the grant).

The General Fund is considerably ahead fiscal year-to-date. Our expenses are still running below the amount budgeted. If we are able to keep that up in June, we will have more to add to fund balance.

Other Business:

New Employees: 8 part-time employees (Parks & Rec), 1 full-time employee (Public Works)

Resignation: None

We issued seven business licenses in May:

New Business: West Wood Market, First Folio, Wood's Glamorous Ridez, Ward's Wholesale, Whaley Asset Management, Lakeway Energy & Nutrition

Renewal: Danny Tucker Locksmith

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

	FY2016	FY2017	FY2018	FY2019	FY2020	% Incr(Decr)
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	\$713,906	7.35%
FEBRUARY	\$708,129	\$684,426	\$697,202	\$704,313	\$727,380	3.28%
MARCH	\$830,289	\$840,859	\$840,412	\$877,659	\$840,175	-4.27%
APRIL	\$768,632	\$792,642	\$774,320	\$849,875	\$865,360	1.82%
MAY	\$762,746	\$796,500	\$840,600	\$863,697		
JUNE	\$839,825	\$871,656	\$849,365	\$873,145		
TOTAL	\$9,209,776	\$9,442,243	\$9,598,946	\$9,717,515	\$8,072,302	
Previous YTD % Increase/Decrease		2.52%	1.66%	1.24%	1.15%	

MONTHLY OPERATING STATEMENT
MAY 2020

REVENUES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,470,000	42,851	1,471,968	100.13%
Local Option Sales Tax	4,800,000	411,208	4,377,367	91.20%
Wholesale Liquor / Beer	760,000	81,577	765,643	100.74%
Business Tax	370,000	111,780	210,351	56.85%
Fees & Licenses	162,500	34,445	160,003	98.46%
In Lieu Payments	882,750	59,986	731,121	82.82%
Grants	878,051	10,885	653,416	74.42%
State Shared taxes	1,450,000	121,132	1,440,495	99.34%
All Other	2,576,168	160,910	2,390,065	92.78%
Total General Fund Revenue	13,349,469	1,034,774	12,200,429	91.39%
 Solid Waste Collection - BPU	 1,230,000	 114,383	 1,135,999	 92.36%
Solid Waste Disposal - Transfer	280,000	30,354	340,980	121.78%
Other Revenue	400	61	3,802	950.52%
Total Sanitation	1,510,400	144,798	1,480,781	98.04%
 Gate Receipts - Brush & Debris	 150,000	 14,570	 110,143	 73.43%
County Share Operating Exp	38,500	0	17,328	45.01%
Gate Receipts - Tires	8,000	211	3,639	45.48%
Other Revenue	30,450	105	31,551	103.61%
Total Landfill	226,950	14,886	162,661	71.67%
 Total Drug Fund	 63,075	 1,051	 42,856	 67.94%
 TOTAL REVENUES	 15,149,894	 1,195,508	 13,886,727	 91.66%

EXPENDITURES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	246,540	19,089	236,448	95.91%
General Administration	402,135	26,156	351,153	87.32%
Economic Development	93,412	8,970	71,863	76.93%
Elections	0	0	0	#DIV/0!
Financial Administration	302,132	35,895	278,494	92.18%
City Hall Building	92,840	6,441	81,108	87.36%
Police Department	2,088,967	134,145	1,792,907	85.83%
Downtown Parking	1,000	6	162	16.22%
Emergency Communications	663,104	49,520	569,012	85.81%
Fire Department	1,710,753	163,161	1,527,246	89.27%
Building Inspection	93,046	8,228	80,677	86.71%
Street Maintenance	1,529,314	129,619	1,205,541	78.83%
State Street Aid	500,000	2,329	496,080	99.22%
Storm Water Management	76,405	3,643	55,547	72.70%
Street Lighting	102,200	4,142	87,831	85.94%
City Garage	343,926	18,482	284,483	82.72%
Cemetery Maintenance	61,124	8,048	41,802	68.39%
Health & Animal Control	164,145	11,027	139,661	85.08%
Civic Center	548,874	40,046	443,946	80.88%
Parks & Recreation	1,024,178	58,116	860,019	83.97%
Library	164,786	27,464	164,786	100.00%
Community Development	2,066,500	189,657	1,542,624	74.65%
Debt Service	871,882	368,871	835,788	95.86%
General Fund Expenditures	13,147,263	1,313,055	11,147,177	84.79%
Sanitation Collection	992,391	72,836	890,635	89.75%
Contractual Services	550,000	55,983	584,376	106.25%
Total Sanitation	1,542,391	128,819	1,475,011	95.63%
Total Landfill	217,879	16,433	136,672	62.73%
Total Drug Fund	94,600	461	60,220	63.66%
TOTAL EXPENDITURES	15,002,133	1,458,768	12,819,080	85.45%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	(278,281)	1,053,252
Sanitation	15,979	5,770
Landfill	(1,548)	25,989
Drug Fund	590	(17,364)

NEW BUSINESS
AGENDA ITEM NO. 2
Appointment to Boards

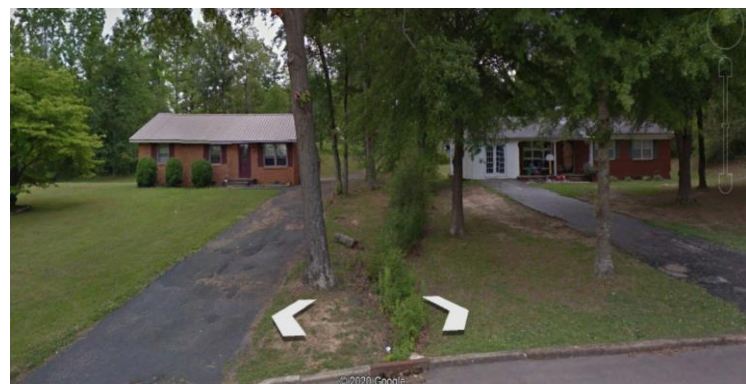
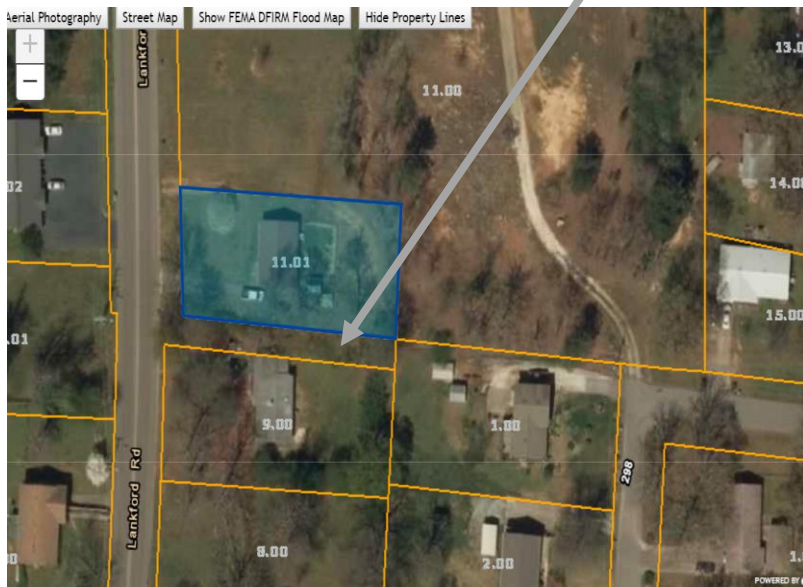
There are no appointments to boards for the month of July.

NEW BUSINESS
AGENDA ITEM NO. 3
Request to Acquire Undeveloped Right of Way on Lankford Road

Ms. Elizabeth Campbell has contacted the City with regard to obtaining the undeveloped right of way adjacent to her property at 312 Lankford Road. As you can see by the aerial this right of way ends at the rear of her property. If the City had any reason to believe they would ever utilize this right of way it would be virtually impossible since it does not connect with any other street. It appears that at some point this might have been an undeveloped alley connecting Lankford Road to Carter Road and the extension of this strip was conveyed to the property fronting on Carter Road.

As you know, the City Commission forwards these requests to the Planning Commission for a recommendation and subsequently your action at your next meeting.

Property requested to be conveyed to the adjoining property owner.



NEW BUSINESS
AGENDA ITEM NO. 4
Request to Rezone Property at 203 E. Blythe Street from R-3-H to TRB

Mr. Mike Weatherford is requesting his property located at 203 E. Blythe Street be rezoned from R-3-H (Multi Family High Density) to TRB (Transitional Residential Business). This property is between two existing residential properties. This property and the two adjacent properties are surrounded by B-2, B-3 and TRB zoning classifications.

Mr. Weatherford has purchased this property and will be demolishing the existing dilapidated structure that is currently creating issues for the surrounding properties due to rodents, wild animals, etc.

He is requesting this property with the intentions of utilizing the property for parking vehicles from his business across the street during working hours.

As you know rezoning requests require a recommendation by the Planning Commission.



STATUS OF VARIOUS PROJECTS JULY 2020

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	NOTES
HOME Grant	Morris/Foster	2022 (if awarded)	We were the only entity in NW TN awarded this grant in this round and we were awarded \$500,000! The NWTDD will again be the administrator. The major difference in this round and the last one we administered is that this time if a qualified applicant's home requires more in repairs than it's worth the grant allows for teardown and rebuild. We will follow the same process as last time to select recipients.
Back Alley Paris	Foster/Morris/ Ray(DPA)	June 2020	There was a ribbon cutting on June 10 for the north alley project featuring E.W. Grove. The next grant will focus on art work on the back of the Commercial Bank building in the east alley. This location was chosen because of its high visibility and proximity to the mural depicting the evolution of electricity in our community.
TN ECD Façade Grant	Foster/Morris	Spring 2020	COMPLETE! We got within just a little over \$500 of spending every penny. Jennifer is closing out the project this week.
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Spring 2021	We have received some comments on preliminary design submission from TDOT and are addressing those. Continuing to work on utility coordination, title opinions and surveying. The SWPP plan has been completed and submitted to TDOT.
2018 LPRF Grant for Splash pad	Foster/Lawrence/ Morris	May 2020	Great Southern has completed the majority of their portion of the project and have left the site. They will return when everything is ready to be turned on. NSite has been working the past couple of weeks. They have poured the footers for the pavilions and those are starting to go up. They have also poured the footers for the shade sails. This week they will be pouring the bases for the electrical poles as weather permits.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Undetermined	NEPA process continues. We are still waiting on a response from the Native American Council. Staff met with TLM on June 2 where we surveyed all intersections and finalized the project scope.
Rison St Bridge Replacement	Foster/Morris	Fall 2021	The NEPA process continues. We are still waiting on NAC approval to complete the initial NEPA steps. Deadline for NAC response is 7/03/20.
2019 Tourism Enhancement Grant for Eiffel Tower Upgrades	Foster/Morris/La wrence	Spring 2020	A sign design has been selected. We are working with a local sign company to see if they can create what we have envisioned. 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)	Although TLM wrote our grant and has been helping us through the process, we still need to formally select an engineer / consultant. An ad was written and submitted to TDOT on June 22. We will take RFQs until July 7.