

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  
October 5, 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, October 5, 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 Sam Tharpe  
Commissioner John Etheridge

**Also Present:** City Manager Kim Foster  
City Attorney James Smith  
Finance Director, Tammie Hopper  
Administrative Assistant Jessica Crouch  
Community Development Director, Jennifer Morris  
Police Chief, Ricky Watson  
Building Inspector, Jesse Skidmore

**Absent:** None

**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 Sam Tharpe.

**APPROVAL OF MINUTES:** Special Called Meeting – September 21, 2023

**DISCUSSION:** None

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

**VOTE:** None

**COMMENTS FROM CITIZENS:** None

**COMMENTS FROM THE COMMISSION:** None

**SERVICE RESOLUTIONS AND PROCLAMATIONS:** Mayor Ray introduced Julia Hendrix, World History Teacher, Henry County High School. Ms. Hendrix recently invited Community Development Director, Jennifer Morris, and Administrative Assistant Jessica Crouch to speak on Planning and Zoning to her classes. Ms. Hendrix had given her students a project to design a city with strict requirements. Ms. Hendrix explained the project and introduced 5 students who showed their projects to the commission.

**COMMENTS FROM THE CITY MANAGER:** None

**OLD BUSINESS**

**OLD BUSINESS**

**AGENDA ITEM NO.1**

**Ordinance to Amend Alcoholic Beverage Control Board Meeting Time in Paris Municipal Code (Second Reading)**

**DISCUSSION:** Kathy Ray, City Mayor, stated this ordinance was prepared as a request from the Alcoholic Beverage Control Board members to change their meeting time from 6:00 p.m. to 12:00 p.m. to better serve all board members.

**ACTION:** Commissioner Jackie Jones made a motion, seconded by Commissioner Sam Tharpe to approve the Ordinance to amend Alcoholic Beverage Control Board Meeting Time in the Paris Municipal Code on first reading.

**VOTE:** Unanimous

**ORDINANCE NO. 1299**

AN ORDINANCE to Amend 2-201 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 2-201 of the Paris Municipal Code be amended as follows:

A. That the second paragraph of 2-201 be amended by deleting the phrase “6:00 p.m.” and substituting therefore the phrase “12:00 p.m.”.

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 September 7, 2023.

Passed and adopted October 5, 2023.

/s Kathy Ray  
Mayor

/s Tammie Hopper  
Finance Director

**NEW BUSINESS:**

**NEW BUSINESS**

**AGENDA ITEM NO.1**

**Financial Update**

**Narrative to August 2023 Operating Statement**

We started off the fiscal year with only a negligible increase of 0.80% over July of last year. This could be the result of rising interest rates and inflation which caused decreased consumer spending. Time will tell whether or not this trend continues.

ESN 122 Fire Fees were mailed August 31<sup>st</sup>. Those payments are due September 30<sup>th</sup> but we will continue collecting throughout the year.

The Hotel/Motel Occupancy Tax Notices were mailed on August 31<sup>st</sup> along with a copy of the ordinance with an effective date of September 1<sup>st</sup> to be collected and submitted before October 20<sup>th</sup> and each month thereafter.

As a reminder, property taxes for the City of Paris will no longer be paid at our office. They will be paid at the Henry County Trustee’s Office. There will be one bill which will include the City and the County taxes that are payable. The 2023 tax notices have been mailed and are now due and payable through the last day of February.

Other Business:

Personnel changes in August:

New Employees (5): Full Time: Public Works (2), Finance (2), Patrol Officer (1)  
Retiree (1): Finance

We issued thirteen business licenses in August:

**New Business (11):** Rustic Junction, Viviana Rodriguez, The Dye Diva LLC, Merrell Tattoo Studio, Gina's Chi-Town Rib Tips, Anew Massage Studio, Page's Plumbing, Mid-South Sub Contractors Inc., New Hyte's LLC, Schoolfield Pharmacy, Venture Construction Company  
**Ownership Name Change (1):** Ultimate Fitness of Paris LLC  
**Business Name/Location Change (1):** Beasley Satellite (M)

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		
SEPTEMBER		\$797,992	\$888,921	\$965,256	\$1,067,740		
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>\$1,054,946</b>	
Previous YTD % Increase/Decrease		2.79%	12.16%	7.82%	5.05%	0.80%	

**Monthly Operating Statement  
August 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	5,012	7,377	0.37%
Local Option Sales Tax	6,600,000	580,796	1,133,637	17.18%
Wholesale Liquor / Beer	900,000	75,240	162,033	18.00%
Business Tax	450,000	1,994	9,626	2.14%
Fees & Licenses	166,250	35,295	36,657	22.05%
In Lieu Payments	852,250	91,469	91,469	10.73%
Grants	2,854,250	168,301	223,697	7.84%
State Shared taxes	1,895,000	150,580	299,424	15.80%
All Other	1,815,550	194,079	431,471	23.77%
Federal ARPA Grant	0	0	0	
ARPA/TDEC-WII	950,000	0	0	0.00%
<b>Total General Fund Revenue</b>	<b>18,468,300</b>	<b>1,302,766</b>	<b>2,395,390</b>	<b>12.97%</b>
Solid Waste Collection - BPU	1,285,000	99,125	202,340	15.75%
Solid Waste Disposal - Transfer	470,000	38,108	101,034	21.50%
Other Revenue	30,300	134	194	0.64%
<b>Total Sanitation</b>	<b>1,785,300</b>	<b>137,366</b>	<b>303,568</b>	<b>17.00%</b>
Gate Receipts - Brush & Debris	175,000	14,287	36,195	20.68%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	10,000	1,221	1,675	16.75%
Other Revenue	41,550	167	358	0.86%
<b>Total Landfill</b>	<b>261,550</b>	<b>15,675</b>	<b>38,228</b>	<b>14.62%</b>
<b>Total Drug Fund</b>	<b>43,550</b>	<b>1,440</b>	<b>12,968</b>	<b>29.78%</b>
<b>TOTAL REVENUES</b>	<b>20,558,700</b>	<b>1,457,247</b>	<b>2,750,154</b>	<b>13.38%</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	22,850	32,278	17.03%
General Administration	515,851	43,677	97,624	18.92%
Economic Development	178,877	14,371	29,342	16.40%
Elections	0	0	0	
Financial Administration	344,685	29,963	71,135	20.64%
City Hall Building	111,969	8,174	18,755	16.75%
Police Department	2,705,709	190,664	569,851	21.06%
Emergency Communications	831,273	57,347	117,202	14.10%
Fire Department	2,068,767	155,975	364,810	17.63%
Building Inspection	242,763	21,112	47,821	19.70%
Street Maintenance	1,963,762	201,754	411,097	20.93%
State Street Aid	1,696,500	-47,003	1,299,840	76.62%
Storm Water Management	158,757	10,721	20,979	13.21%
Street Lighting	131,000	6,328	14,102	10.76%
City Garage	350,263	27,629	59,809	17.08%
Cemetery Maintenance	78,892	10,248	20,517	26.01%
Health & Animal Control	289,290	28,218	50,492	17.45%
Civic Center	740,931	56,664	122,950	16.59%
Parks & Recreation	1,240,489	147,404	305,796	24.65%
Library	196,096	32,683	32,683	16.67%
Community Development	3,082,500	138,276	184,728	5.99%
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	102,511	39.58%
<b>General Fund Expenditures</b>	<b>19,326,879</b>	<b>1,157,053</b>	<b>3,993,243</b>	<b>20.66%</b>
Sanitation Collection	1,217,528	71,689	179,420	14.74%
Contractual Services	800,000	75,365	151,698	18.96%
<b>Total Sanitation</b>	<b>2,017,528</b>	<b>147,054</b>	<b>331,118</b>	<b>16.41%</b>
<b>Total Landfill</b>	<b>234,677</b>	<b>16,800</b>	<b>61,801</b>	<b>26.33%</b>
<b>Total Drug Fund</b>	<b>49,500</b>	<b>10,653</b>	<b>10,864</b>	<b>21.95%</b>
<b>TOTAL EXPENDITURES</b>	<b>21,628,584</b>	<b>1,331,559</b>	<b>4,397,026</b>	<b>20.33%</b>

<b>REVENUES OVER / (UNDER) EXPENDITURES</b>	<u>Current Month</u>	<u>Yr to Date</u>
<b>General Fund</b>	<b>145,713</b>	<b>(1,597,853)</b>
<b>Sanitation</b>	<b>(9,687)</b>	<b>(27,550)</b>
<b>Landfill</b>	<b>(1,125)</b>	<b>(23,573)</b>
<b>Drug Fund</b>	<b>(9,212)</b>	<b>2,103</b>

**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>
Advisory Committee on Americans With Disabilities  3 Year Term  (Mayor w/ Commission Approval)	OPEN	Jeremy Hunter	N/A	September 2, 2026

**DISCUSSION:** None

**ACTION:** Commissioner John Etheridge made a motion, seconded by Commissioner Jackie Jones to approve Jeremy Hunter to the Advisory Committee on Americans with Disabilities.

VOTE: Unanimous

**NEW BUSINESS  
AGENDA ITEM NO. 3**

**Ordinance to Enact Title 4 Chapter 6 regarding the International Energy Code in the Paris Municipal Code (First Reading)**

**DISCUSSION:** Kathy Ray, City Mayor, stated that this ordinance is simply a housekeeping measure. The adoption of the 2018 International Energy Conservation Codes in the Paris Municipal Code puts the Building and Codes department in compliance with the State of Tennessee.

**ACTION:** Vice Mayor Vickey Roberts made a motion, seconded by Commissioner Sam Tharpe to approve the Ordinance to Enact Title 4 Chapter 6 regarding the International Energy Code in the Paris Municipal Code on First Reading.

VOTE: Unanimous

**ORDINANCE NO. 1300**

AN ORDINANCE to Amend Title 4 Chapter 1 of the Paris Municipal Code

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 4, Chapter 1 of the Paris Municipal Code shall be amended as follows:

A. That 4-101 et.seq. of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

**4-101. Building Code Adopted.** Pursuant to authority granted by T.C.A. 6-54-501 et seq., and for the purposes of regulating the construction, alteration, repair, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenance connected or attached to any building or structure the 2018 International Building Code, 2018 International Residential Code, 2018 International Mechanical Code, 2018 International Property Maintenance Code, 2018 International Existing Building Code, and **2018 International Energy Conservation Code** with all current amendments are hereby adopted, incorporated by reference as a part of this code, and are hereafter referred to collectively as the "Building Codes for the City of Paris, Tennessee" (Ord. #205, 1947, modified; Ord. #387, 05/01/67; Ord. #415, 04/11/70; Ord. #420, 11/09/70; Ord. #624, 06/06/85; Ord. #677, 02/04/88, Ord. #738, 08/17/90; Ord. #864, 10/06/94, Ord. #934, 06/02/98, Ord. #1026 12/04/03, Ord. #1063, 9/7/06; Ord. #1082, 2/7/08, Ord. #1135, 04/05/12, Ord. #1255, 6/23/20, Ord. #1300, \_\_/\_\_/2023).

B. That 4-105 of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

**4-105. Violations and Penalties.** It shall be unlawful for any person to violate or fail to comply with any provisions of the Building Codes for the City of Paris, Tennessee as herein adopted by reference and modified. **Any Violation of any section of this chapter upon conviction, shall be punished by a fine of not less nor more than fifty (\$50.00) dollars. Each day such violation continues shall constitute a separate offense. This penalty shall be in addition to any other penalty provided by any section of this chapter.** (Ord. #1255, 6/23/20), Ord. #417, 04/30/1970, Ord. #1300, \_\_/\_\_/2023).

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 October 5, 2023.

Passed and adopted \_\_\_\_\_.

\_\_\_\_\_  
Mayor

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

**NEW BUSINESS  
AGENDA ITEM NO. 4**

**Police Department Request to Purchase Additional Patrol Car**

**DISCUSSION:** Kim Foster, City Manager, stated that the Police Department received notification from the dealership, who holds the state contract, that they have an extra vehicle on the lot and would sell to City of Paris at current prices. By purchasing the vehicle at the current price, \$7,712 will be saved of taxpayer's money. The current price of the vehicle is \$37,174 and next year's price will be \$44,886, a 21% increase.

**ACTION:** Commissioner John Etheridge made a motion, seconded by Vice Mayor Vickey Roberts to approve the Police Department request to purchase an additional patrol car.

**VOTE:** Unanimous

**NEW BUSINESS**

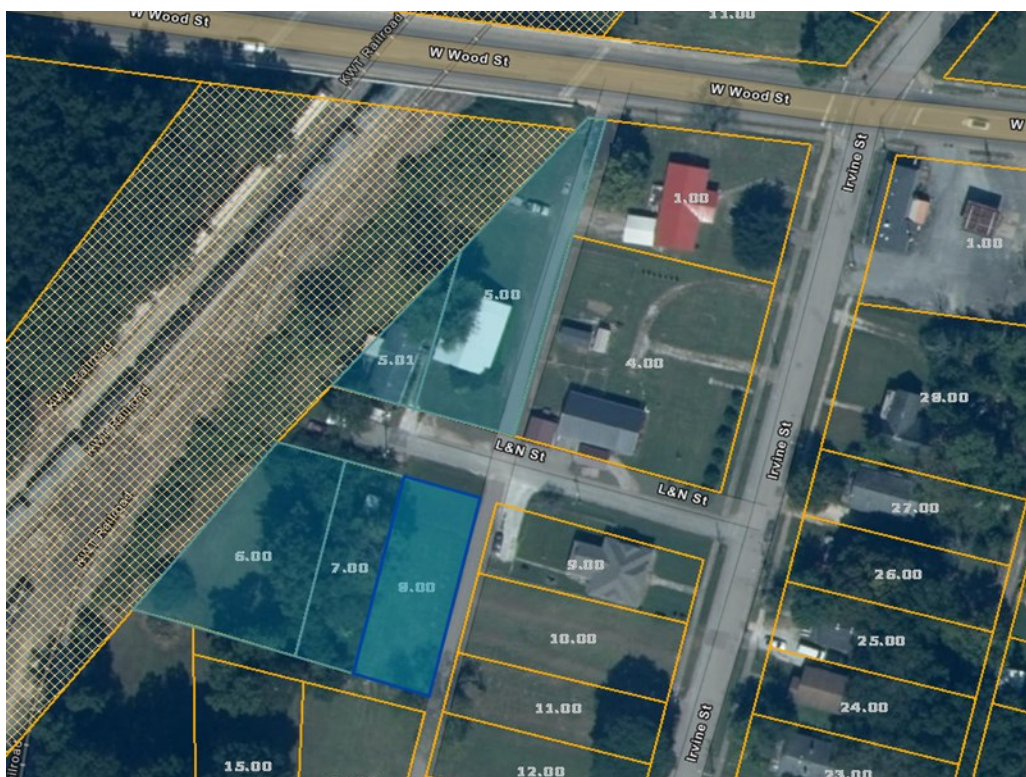
**AGENDA ITEM NO. 5**

**Habitat for Humanity Request to Acquire Property**

**DISCUSSION:** Kim Foster, City Manager, stated that Linda Frantom, President for the local Habitat for Humanity, contacted the City regarding property available for their next build. The Paris Housing Corporation Board met to evaluate the requested properties with the recommendation to the Commission to donate the property located on L&N Street to Habitat for Humanity and keep the property on Rison Street due to its historical significance.

**ACTION:** Commissioner Sam Tharpe made a motion, seconded by Commissioner Jackie Jones to donate the property on L & N street to Habitat for Humanity.

**VOTE:** Unanimous



**NEW BUSINESS**  
**AGENDA ITEM NO. 6**  
**Annexation Discussion**

**DISCUSSION:** Kim Foster, City Manager stated that recently multiple developers have approached the city regarding development in the Urban Growth Boundary. This has led into the discussion of annexation. Staff and BPU met the week prior to discuss sewer connection in the Urban Growth Boundary. Ms. Foster stated that as a common practice, the BPU will not extend their sewer lines & service outside the city limits without approval by the City. Ms. Foster proposed to the board a workshop meeting to discuss more in depth the process of annexation and cost. The board agreed upon Tuesday, October 17<sup>th</sup> at 2:00 p.m. for an annexation workshop meeting in the City Hall Meeting Room.

**ACTION:** None

**VOTE:** None

**STATUS OF VARIOUS PROJECTS**  
**October 2023**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	
HOME Grant	Morris/Foster	2024	Construction on house #2 is coming along nicely. Bids for construction of house #3 were opened on August 11. Once a survey is completed the City will demolish the existing house, hopefully in December.
Back Alley Paris	Foster/Morris/ Ray	June 2024	We received an award in the amount of \$5,500. The planned project is being called Destination Paris. We are currently waiting for the first 40% disbursement of funds.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2024	Submitted final ROW plans to TDOT. Waiting on NTP to ROW. Finalizing Preliminary Construction plans for submittal when NTP to Right of Way is received. Excess land application approved. Waiting on responses from historic and NAC agencies.
Rison St Bridge Replacement	Foster/Morris	Summer 2024	We received NTP with funded ROW. Staff are working to secure construction easements from 8 property owners. A2H is on the second revision of construction plans based on TDOT's comments.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	NTP to ROW was received! Excess land process continues. Work continues on Preliminary Construction Plans. Right of Way acquisition process has begun. Information for Title Opinions has been sent to the city attorney. Final Utility Coordination has begun. <b>TDOT has agreed to additionally fund this project in the amount of \$173,904 due to increase in construction costs because of delay.</b>
2021 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	NEPA document (SDC form) addressing comments, should be approved soon. Preliminary layout and grading complete. TLM to look into adding sidewalk connection to asphalt shoulders on Veteran's Drive.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2026	Working on the SDC form. Final survey has been received. Work has begun on the preliminary layout.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	Hydraulic modeling continues. Survey has been received for the Brooks St. drainage improvements portion of this project.
Downtown Improvement Grant	Morris/Crouch/Foster	Summer 2023	We have an additional project moving forward who will begin work within the month of October. Estimated completion date December 2023.
Municipal Facilities Project	Foster	Dependent on Direction	Plan updates have been submitted to USDA so they can begin the environmental process.

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

- The First Update was regarding the Rison Street Bridge Replacement. The bridge on Rison Street will be closed to all thru traffic beginning October 5<sup>th</sup> until further notice. Ms. Foster stated that we had hoped that the bridge would hold up until time for construction of the new one, but the most recent inspection showed significant deterioration. Its current poor condition has prompted TDOT to require it to be closed immediately. How long this closure will last is unknown at this time.

**Notes/Updates from the City Manager**

- The next round of CDBG application acceptance is about to open with a deadline in February. Ms. Foster stated that in this round, the City could apply for the Boardwalk at Eiffel Tower Park Extended. The City Commission approved to apply for the next CDBG round.

**Motion to Adjourn:** The meeting adjourned at 5:35 p.m.

\_\_\_\_\_  
 Mayor

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