

KIM FOSTER, CITY MANAGER  
JAMES SMITH, ATTORNEY



KATHY RAY, MAYOR  
VICKEY ROBERTS, VICE MAYOR  
JOHN ETHERIDGE, COMMISSIONER  
JACKIE JONES, COMMISSIONER  
SAM THARPE, COMMISSIONER

CITY OF PARIS, TENNESSEE  
BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

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CITY HALL COURTROOM  
March 7, 2024  
6:00 P.M.

**Regular Meeting**

**Call to Order:** Kathy Ray, Mayor

**Roll Call:** Jessica Crouch, Administrative Assistant to the City Manager

**Pledge of Allegiance and Prayer**

**Approval of the Minutes of Previous Meetings:** February 1, 2024 – Regular Meeting

**Board Will Hear Comments from Citizens**

**Board Will Hear Comments from the Commission**

**Service Resolutions and Proclamations:** None

## **OLD BUSINESS**

- 1.) None

## **NEW BUSINESS**

- 1.) **Financial Update:** Kim Foster, City Manager
- 2.) **Appointments to Boards:** Kathy Ray, City Mayor
- 3.) **Acceptance of Best Proposal for Banking Purposes:** Kim Foster, City Manager
- 4.) **Ordinance to Amend Title 11 Chapter 3 in the Zoning Ordinance regarding Definitions and Table of Uses in the Paris Municipal Code:** Kim Foster, City Manager
- 5.) **Proposal to Purchase Property for Fire Station:** Kim Foster, City Manager

**Status of Various Projects**  
**Notes from the City Manager**

**Adjournment**

**NEW BUSINESS  
AGENDA ITEM #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

## Monthly Operating Statement January 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	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%
<b>Total General Fund Revenue</b>	<b>18,468,300</b>	<b>1,567,367</b>	<b>8,376,391</b>	<b>45.36%</b>
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%
<b>Total Sanitation</b>	<b>1,785,300</b>	<b>139,146</b>	<b>1,032,076</b>	<b>57.81%</b>
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%
<b>Total Landfill</b>	<b>261,550</b>	<b>8,487</b>	<b>115,397</b>	<b>44.12%</b>
<b>Total Drug Fund</b>	<b>43,550</b>	<b>7,443</b>	<b>25,667</b>	<b>58.94%</b>
<b>TOTAL REVENUES</b>	<b>20,558,700</b>	<b>1,722,443</b>	<b>9,549,531</b>	<b>46.45%</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	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%
<b>General Fund Expenditures</b>	<b>19,326,879</b>	<b>1,149,799</b>	<b>9,603,152</b>	<b>49.69%</b>
Sanitation Collection	1,217,528	72,045	666,344	54.73%
Contractual Services	800,000	64,111	461,980	57.75%
<b>Total Sanitation</b>	<b>2,017,528</b>	<b>136,156</b>	<b>1,128,325</b>	<b>55.93%</b>
<b>Total Landfill</b>	<b>234,677</b>	<b>10,801</b>	<b>132,576</b>	<b>56.49%</b>
<b>Total Drug Fund</b>	<b>49,500</b>	<b>185</b>	<b>14,671</b>	<b>29.64%</b>
<b>TOTAL EXPENDITURES</b>	<b>21,628,584</b>	<b>1,296,942</b>	<b>10,878,724</b>	<b>50.30%</b>

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

**NEW BUSINESS  
AGENDA ITEM #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

**NEW BUSINESS  
AGENDA ITEM #3  
Acceptance of Best Proposal for Banking Purposes**

As we are required to do periodically, we solicited banking proposals from all the local banks and received responses from three. We are submitting for your approval the best proposal we received which was from **Security Bank**, our current provider. They were chosen as the best option based on interest rates and fee waiver for banking services provided. Per TCA, the governing body shall contract with the bank for four years effective January 1, 2024, through December 31, 2028. The following is a copy of the agreement from Security Bank.

**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](mailto:thopper@cityofparistn.gov).**  
**no later than February 26, 2024.**

**NEW BUSINESS  
AGENDA ITEM #4**

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

The following, presented for your consideration, reflects an update to Title 11 Chapter 3 in the Zoning Ordinance regarding definitions and table of uses. This addresses definitions updated, deletion of items that were extinct, and the addition of new items. This also reflects a new zone in the Table of Uses labeled R-4 (Mixed-Use).

The Planning Commission approved this at their last meeting with the changes and recommendations reflected in the ordinance.

**NEW BUSINESS  
AGENDA ITEM #5**

**Proposal to Purchase Property for Fire Station**

Further discussion about property to purchase for the proposed new Fire Station. City Manager, Kim Foster, will provide further information at the meeting.



**STATUS OF VARIOUS PROJECTS  
March 2024**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	
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.

**Notes 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.