

CARLTON GERRELL, MAYOR
KIM FOSTER, CITY MANAGER
JAMES SMITH, CITY ATTORNEY



JACKIE JONES, VICE MAYOR
GAYLE GRIFFITH, COMMISSIONER
SAM THARPE, COMMISSIONER
JOHN ETHERIDGE, COMMISSIONER

**BOARD OF COMMISSIONERS MEETING MINUTES
CITY OF PARIS, TENNESSEE
November 3, 2022
5:00 P.M.**

Public Hearing

**Ordinance to Enact 11-821 in the Paris Municipal Code Zoning Ordinance Table of Uses
to allow Micro-Breweries**

Discussion: No comments from citizens. The public hearing was duly closed.

Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5:00 p.m. on Thursday, November 3, 2022, in the Paris City Hall Courtroom.

The meeting was called to order by Mayor Carlton Gerrell with the following roll call:

- Present:** Mayor Carlton Gerrell
Vice Mayor Jackie Jones
Commissioner Gayle Griffith
Commissioner John Etheridge
Commissioner Sam Tharpe
- Also Present:** City Manager Kim Foster
Community Development Director Jennifer Morris
Finance Director Traci Shannon
City Attorney James Smith
- Absent:** None
- Media:** Ken Walker, Paris Post Intelligencer
Shannon McFarlin, NWTN Radio

Jackie Jones led the meeting with the Pledge of Allegiance followed by a prayer led by Carlton Gerrell.

APPROVAL OF MINUTES: Regular Meeting – October 6, 2022

DISCUSSION: None

ACTION: Jackie Jones made a motion, seconded by Sam Tharpe to approve the minutes as presented.

VOTE: Unanimous

COMMENTS FROM CITIZENS:

Kevin Buie addressed the Commission about a sidewalk fall accident he sustained while walking in downtown Paris. He was very complimentary of Officers Greenhill and Ramos. He was concerned with the high traffic areas of the downtown sidewalks and the maintenance of those sidewalks. City Manager Kim Foster stated that she had only recently been made aware of the hazard in front of the old PI building, currently Neese & Neese Law Office, located on East Wood Street, when a citizen had sent her an email about it. The City Manager stated that when it was brought to her attention she spoke with the Public Works Director about making the appropriate

repairs. She was unaware of Mr. Buie's accident which preceded the email. She further stated that she will ask the Public Works Director to take a look at the state of all the downtown sidewalks.

County Mayor John Penn Ridgeway then addressed the Commission to say that he would like to express his thanks and to thank them on behalf of the citizens of the county for the service of Carlton Gerrell as Commissioner and Mayor and for the long-time service of Gayle Griffith as a Commissioner and Vice Mayor.

COMMENTS FROM THE COMMISSION: Commissioner Griffith wanted to thank everyone present and the entire City of Paris to show his love for the city. He stated that he does not plan to totally abandon his service to the City as he plans to continue to serve on the Planning Commission.

Commissioner Tharpe stated that Mayor Gerrell's service to the City was priceless and he appreciated the time after his selection to the City Commission that he was given the opportunity to get to know him and understand his love for people and for the City of Paris. He emphasized the passion he has had for his position as Mayor and Commissioner. He expressed nothing but good things about his fellow Commissioner.

Commissioner Tharpe also stated that Commissioner Griffith is a special gentleman in this community and commended him for being a hardworking man that speaks his mind and has nothing but the best interest of the community. He thanked him and told him he had learned a lot serving with him for many years on the Commission.

Vice Mayor Jackie Jones thanked both Mayor Gerrell and Commissioner Griffith for ultimately appointing her through the search committee to replace an unexpired city commission seat. She thanked them for their service and for their advice during her tenure.

Commissioner John Etheridge added that though he is the new kid with almost two years service now that he can appreciate the process from the time he spent with the BPU, another quasi-governmental agency. He told both Mayor Gerrell and Commissioner Griffith that he appreciated their professionalism and thanked them for their service

SERVICE RESOLUTIONS AND PROCLAMATIONS:

Mayor Gerrell presented a proclamation in recognition of Family Court Awareness Month.

RESOLUTION NO. 1673

WHEREAS, the mission of the Family Court Awareness Month Committee (FCAMC) is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children, and;

WHEREAS, the mission at the FCAMC is fueled by the desire to create awareness and change in the family court system for the conservatively estimated, 58,000 children a year ordered into unsupervised contact with physically or sexually abusive parents, while honoring the hundreds of children who have been reported as murdered during visitation with a dangerous parent, and;

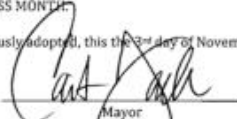
WHEREAS, the mission of the FCAMC is to increase awareness on the importance of empirically-based education and training on domestic violence, childhood trauma, child sexual abuse, coercive control, post separation abuse for all professionals working on cases within the family court system, and;

WHEREAS, the mission of the FCAMC is to increase awareness on the importance of using scientifically valid, evidence-based, treatment programs and services that are proven in terms of safety, effectiveness, and therapeutic value, and;

WHEREAS, the mission at the FCAMC is to educate judges and other family court professionals on evidence-based, peer-reviewed research. Such research is a critical component to making decisions that are truly in the best interest of children. This research includes The Adverse Childhood Experiences (ACEs) Study (co-principal investigator: Vincent Felitti, Kaiser Permanente-CDC); Child Custody Evaluators' Beliefs About Domestic Abuse Allegations (principal investigator: Daniel Saunders, University of Michigan, sponsored by the National Institute of Justice); and Child Custody Outcomes in Cases Involving Parental Alienation and Abuse Allegations (principal investigator: Joan S. Meier, GW Law School, sponsored by the National Institute of Justice).

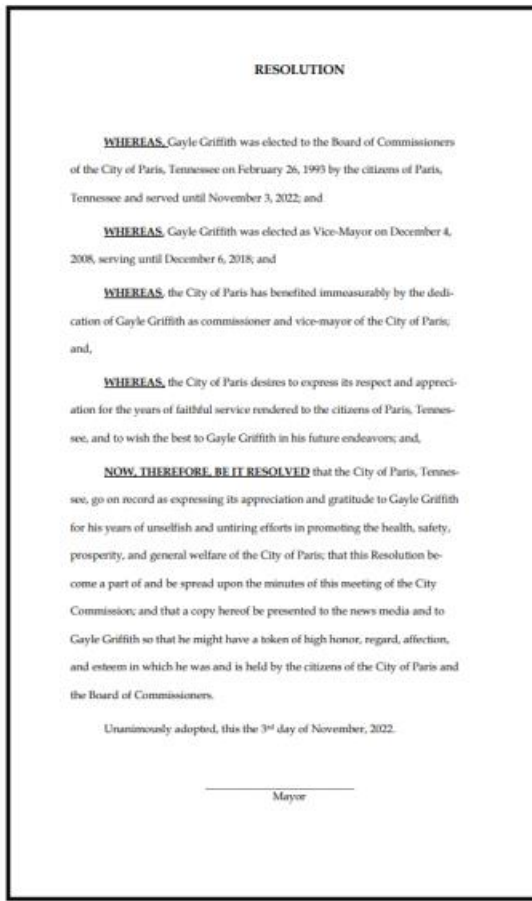
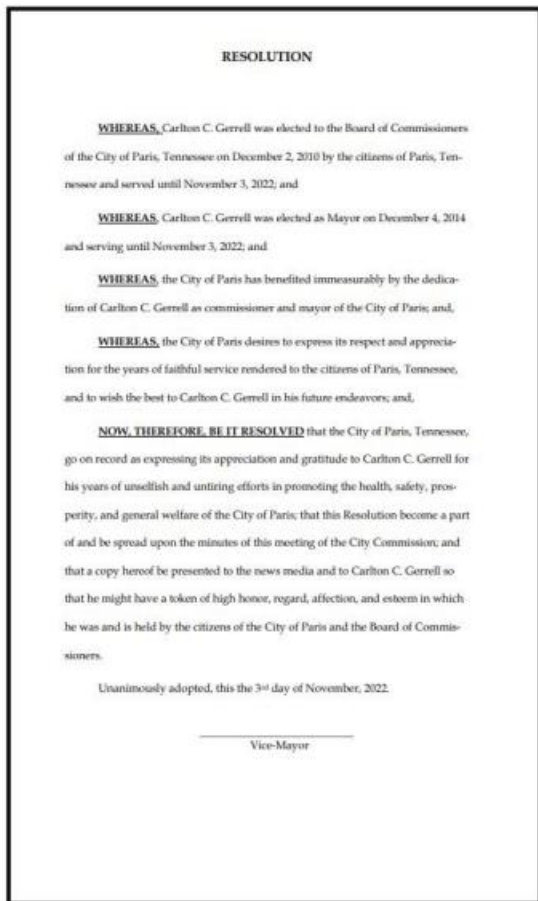
NOW, THEREFORE, I, Mayor Carlton Gerrell, do hereby declare the Month of NOVEMBER, to be FAMILY COURT AWARENESS MONTH.

Unanimously adopted, this the 29th day of November, 2022.


Mayor



Vice Mayor Jackie Jones presented service resolutions for both Mayor Carlton Gerrell and Commissioner Gayle Griffith. Additionally, Vice Mayor Jones also presented both with an inscribed clock to thank them for their years of service



OLD BUSINESS

AGENDA ITEM NO. 2

Ordinance to Enact 11-822 in the Paris Municipal Code Zoning Ordinance-Standards for Residential Occupancy in Commercial Districts (Second Reading)

DISCUSSION: City Manager Kim Foster requested the Commission defer to next month the proposed ordinance for residential occupancy in commercial districts. The Planning Commission wishes to continue discussion prior to presenting a final recommendation.

ACTION: Commissioner Gayle Griffith made a motion, seconded by Commissioner Sam Tharpe to defer the ordinance to enact 11-822 in the Paris Municipal Code Zoning to allow residential uses as an accessory use in commercial districts.

VOTE: Unanimous

ORDINANCE NO. 1287

AN ORDINANCE to Enact 11-822 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 11, Chapter 822 be enacted as follows:

- A. That 11-822. of the Paris Municipal Code be enacted by adding “Standards for Residential Occupancy in Commercial Districts” as a Special Permit Use in M-1, M-2, or P-M Districts:
- C. Standards for Residential Occupancy of M-1, M-2, or P-M Districts as a Special Permit Use. The owner of manager of a business in the M-1, M-2, or P-M District shall be permitted to reside on the business premise under the following conditions: (Ord. #1287, ___/___/2022)
 - 1. Approval is non-transferable. In the case of a lease, permission runs the duration of the lease. The business will need

- to be in operation for individuals to reside in building.
- 2. Space may not be leased or utilized by anyone other than being directly employed by the industry or institution for which approval was given and immediate family.
- 3. Residential occupancy of part or all of an existing non-residential building shall be permitted subject to all federal, state and local requirements including local fire and building codes.
- 4. No more than 30% may be used as residential.
- 5. The exterior of the premises shall retain its commercial or institutional appearance and no accessory buildings or activities normally associated with residential occupancy such as: playground equipment, swimming pools, outdoor grills, outdoor lawn furniture, or other such appurtenances shall be allowed.
- 6. Additional parking is not required provided that the existing or proposed parking meets the parking requirements for the specific use found in Title 11, Chapter 10 of the Paris Zoning Ordinance.
- 7. The proposed use of the property conforms with the permitted uses, area, and bulk regulations for the district where the property is located, as indicated in Table 1 and Table 2.
- 8. To safeguard the health and safety of the occupants of this accessory use, inspections by the City Manager or City Manager's designee shall be made as necessary to determine the condition of such facilities. The City Manager or the City Manager's designee shall also have the power to enter at reasonable times upon any private or public property for the purpose of inspecting and investigating conditions relating to the enforcement of this section.
- 9. If such facilities are present or proposed in or upon an existing business or industry, there shall be provided along the entire side lot lines and rear lot lines a wall or fence as provided in 11-1201 to protect any abutting residential property.
- 10. All public utilities and sewage disposal shall be available to the site and shall be approved by the Paris Board of Public Utilities.
- 11. The Board of Zoning Appeals may also attach other conditions on the use of the structure or site which will be necessary to carry out the intent of the Zoning Ordinance.
- 12. Parking spaces will need to be addressed for industries/businesses who have different shifts to maintain adequate parking for the ones who live on the premises.

(Ord. #1287, _____ / _____ / 2022).

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 October 6, 2022.

Passed and adopted _____.

Mayor

Finance Director

NEW BUSINESS
AGENDA ITEM NO. 1
Financial Update

Finance Director Traci Shannon explained that our retail sales tax revenue continues to be strong. It was ahead 4.01% for the month of August compared to last August and is also up 7.07% fiscal year-to-date. The first quarter of FY23 reflected a deficit in our General Fund. We had several large expenses during the month of September. Those expenses included \$86K for vehicles for our building inspector and parks department. Also, \$62K for a truck for the garage and \$65K for a tractor for public works, \$185K for the Wilson St. project, \$31K for building/property insurance, \$35K for air pack bottles for the fire department, and \$24K for the sliding gate systems for public works and the animal shelter.

A total of 3,647 ESN122 Fire Fee notices were mailed and due payable by September 30th. We collected about 50% of the amount billed which is the average we typically receive each September. We usually collect an additional 10-15% by the end of the fiscal year.

Ms. Shannon also shared that the new procedures of collecting property taxes through the County Tax Assessor's office were now in place. Some people had visited City Hall to pay their city taxes. She suggested that we would be making an effort to again make the public aware of this change that began with this tax year.

Other Business:

Personnel changes in August: New Employees (1): Full-Time Police Officer Terminations (1): Full-time: Public Works

We issued seven business licenses in September:

New Business (6): Affordable Comfort Htg & Clg, Joelle Lynn Boutique, Gary's Wholesale, Crims Home Repair, St John Soft Wash, The Studio

New Owner (1): Sunrise Inn

CITY OF PARIS, TENNESSEE							
RETAIL SALES TAX REVENUE							
	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	% Incr(Decr)
JULY	\$791,918	\$787,901	\$802,267	\$898,979	\$951,793	\$1,046,570	9.96%
AUGUST	\$775,581	\$790,533	\$799,378	\$843,541	\$895,516	\$931,433	4.01%
SEPTEMBER	\$812,873	\$774,425	\$797,992	\$888,921	\$965,256		
OCTOBER	\$777,777	\$761,812	\$761,453	\$873,733	\$974,047		
NOVEMBER	\$821,637	\$809,116	\$807,105	\$874,641	\$988,199		
DECEMBER	\$927,868	\$960,027	\$957,286	\$1,097,412	\$1,210,615		
JANUARY	\$689,391	\$665,013	\$713,906	\$844,826	\$839,389		
FEBRUARY	\$697,202	\$704,313	\$727,380	\$719,938	\$859,647		
MARCH	\$840,412	\$877,659	\$840,175	\$1,101,592	\$1,102,651		
APRIL	\$774,320	\$849,875	\$865,360	\$1,040,359	\$1,060,677		
MAY	\$840,600	\$863,697	\$949,140	\$1,005,346	\$1,105,515		
JUNE	\$849,365	\$873,145	\$966,861	\$1,013,926	\$1,125,455		
TOTAL	\$9,598,946	\$9,717,515	\$9,988,303	\$11,203,215	\$12,078,759	\$1,978,003	
Previous YTD % Increase/Decrease	1.66%	1.24%	2.79%	12.16%	7.82%	7.07%	

REVENUES	Annual Budget	Current Month	Yr to Date	Percent Realized
Property Taxes	1,727,000	2,591	6,631	0.38%
Local Option Sales Tax	6,086,700	514,379	1,615,166	26.54%
Wholesale Liquor / Beer	875,000	79,308	258,325	29.52%
Business Tax	400,000	6,708	15,869	3.97%
Fees & Licenses	168,500	1,940	38,543	22.87%
In Lieu Payments	904,250	63,184	217,921	24.10%
Grants	1,036,430	46,020	127,445	12.30%
State Shared taxes	1,791,800	126,089	419,612	23.42%
All Other	1,615,948	212,446	1,065,816	65.96%
Federal ARPA Grant	1,491,875	0	0	0.00%
ARPA/TDEC-WII	500,000	0	0	0.00%
Total General Fund Revenue	16,597,503	1,052,664	3,765,329	22.69%
Solid Waste Collection - BPU	1,250,000	107,227	326,035	26.08%
Solid Waste Disposal - Transfer	400,000	33,785	116,178	29.04%
Other Revenue	25,400	5	25,281	99.53%
Total Sanitation	1,675,400	141,017	467,494	27.90%
Gate Receipts - Brush & Debris	140,000	9,956	35,503	25.36%
County Share Operating Exp	30,000	0	0	0.00%
Gate Receipts - Tires	10,000	2,613	8,203	82.03%
Other Revenue	91,450	85	35,696	39.03%
Total Landfill	271,450	12,654	79,402	29.25%
Total Drug Fund	42,050	3,730	17,800	42.33%
TOTAL REVENUES	18,586,403	1,210,065	4,330,025	23.30%

EXPENDITURES	Annual Budget	Current Month	Yr to Date	Percent Realized
Grants & Donations	229,961	37,892	72,500	31.53%
General Administration	423,856	33,865	100,489	23.71%
Economic Development	178,474	13,618	41,298	23.14%
Elections	4,500	0	0	0.00%
Financial Administration	331,384	43,580	106,900	32.26%
City Hall Building	104,397	13,127	31,964	30.62%
Police Department	2,369,010	173,723	622,938	26.30%
Emergency Communications	748,932	56,688	169,599	22.65%
Fire Department	1,923,446	174,293	493,195	25.64%
Building Inspection	178,037	13,245	43,983	24.70%
Street Maintenance	1,772,747	201,609	675,136	38.08%
State Street Aid	1,683,000	74,789	78,517	4.67%
Storm Water Management	72,140	4,654	13,634	18.90%
Street Lighting	116,000	11,760	28,380	24.47%
City Garage	310,298	20,993	82,055	26.44%
Cemetery Maintenance	73,324	9,248	27,744	37.84%
Health & Animal Control	199,228	13,587	47,129	23.66%
Civic Center	692,100	44,377	170,648	24.66%
Parks & Recreation	1,111,601	90,955	405,857	36.51%
Library	183,430	30,572	61,143	33.33%
Community Development	1,376,700	191,473	475,096	34.51%
ARPA-SLFRF	1,000,000	110,722	246,884	24.69%
ARPA/TDEC-WII	500,000	7,107	15,057	3.01%
Debt Service	683,917	2,200	129,521	18.94%
General Fund Expenditures	16,266,482	1,374,077	4,139,666	25.45%
Sanitation Collection	1,566,797	64,379	447,436	28.56%
Contractual Services	661,500	59,212	197,424	29.84%
Total Sanitation	2,228,297	123,590	644,860	28.94%
Total Landfill	215,404	19,364	86,199	40.02%
Total Drug Fund	75,300	359	1,193	1.58%
TOTAL EXPENDITURES	18,785,483	1,517,391	4,871,919	25.93%

NEW BUSINESS

AGENDA ITEM NO. 2

Appointments to Boards

DISCUSSION: None, there were no appointments to boards this month.

ACTION: None

STATUS OF VARIOUS PROJECTS

November 2022

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	
HOME Grant	Morris/Foster	2024	The first two projects have been approved by THDA & the grant admin. has the contracts ready to sign as soon as the City can get the demolition paperwork executed.
Back Alley Paris	Foster/Morris/ Ray (DA)	June 2023	A ribbon cutting for the last mural is planned for Nov. 1 at 9:00 a.m. Dan Knowles is currently doing research on the 2 nd 100 yrs of Pairs/HC history which will be the subject of the newest project.
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Fall 2022	Construction is complete. TLM is working on closeout documents.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2024	Preliminary plans are still under review at TDOT. Work continues on preliminary ROW plans.
Rison St Bridge Replacement	Foster/Morris	Summer 2024	We are still awaiting a couple of agency responses before being able to submit the NEPA documentation.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	Preliminary budget to be completed in November. Preliminary Plans submitted to TDOT. Early utility coordination continues.
2021 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	Work on NEPA phase documentation continues. Anticipate submittal of LP Agency Coordination and Section 106 Assessment documents to TDOT October 31st. Work continues on preliminary layout. Limits of necessary easements has been determined. Site visit held to look at signal controller, signal loops and effects of addition of pedestrian signals and crossings.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2025 (if awarded)	We were notified Oct. 7 that we were awarded \$1.164M for this project! We have begun the initiation packet with TDOT to get the contract issued.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	Mapping is 95% complete. Work on hydraulic analysis has begun with development of individual drainage basins. Preliminary analysis of Brooks Street area for ARPA submittal completed.
Downtown Improvement Grant	Morris/Crouch/Foster	Fall 2024	Eight projects have been completed with two more underway. We have two projects that are waiting on the contractor to begin.
Municipal Facilities Study	Foster	Spring 2023	Facility evaluations are ongoing.

Communications from the City Manager:

- Contracts will be signed tomorrow for the HOME Grant.
- In response to Mr. Buie's comments, we have already repaired the sidewalk, the City Manager was not aware at the time that there had been an accident. She will be requesting the Public Works make an inspection of the downtown sidewalks for any hazards.
 - We received the second half of our ARPA / SLFRF (State & Local Fiscal Recovery Funds) allotment in the amount of \$1,491,875 this week. I would like for you to think about how we handle budgeting the balance of these funds that we have not already committed. The City Manager explained that the water/sewer funding is in process. There will be a public input meeting prior to any of those funds being spent.
 - Building Inspector Jesse Skidmore has now passed 4 of the 6 tests required to be fully certified.
 - The City Manager thanked Mayor Gerrell and pointed out that he was on the Commission when she was appointed to the position of city manager. She stated that she appreciated the direction she had received from him over the years.
 - She thanked Commissioner Griffith for his years of service and stated that there is not a better cheerleader for our community. We have appreciated his service and enthusiasm over the years.

Motion to Adjourn: Commissioner Tharpe made a motion, seconded by Commissioner Etheridge to adjourn at 5:45 p.m.

Mayor

Finance Director