

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  
June 13, 2023  
5:00 P.M.**

**Public Hearing**

- 1.) Ordinance to Amend the Fiscal Year 2023 Budget (Second Reading)
- 2.) Ordinance to Enact Title 8 Chapter 10 regarding High Weeds and Grass in the Paris Municipal Code (Second Reading)
- 3.) Ordinance to Amend 8-111 A. & B. Regarding Disposal Fees at the P-HC Landfill and Transfer Station (Second Reading)
- 4.) Rezoning Request for Property at 813 & 815 Depot Street (Second Reading)

**Regular Meeting**

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

**Roll Call:** Traci Shannon, Finance Director

**Pledge of Allegiance and Prayer**

**Approval of the Minutes of Previous Meetings:** May 4, 2023 – Regular Meeting  
May 16, 2023 – Special Called Meeting

**Board Will Hear Comments from Citizens**

**Board Will Hear Comments from the Commission**

**Service Resolutions and Proclamations:** None

## OLD BUSINESS

- 1.) **Ordinance to Amend the Fiscal Year 2023 Budget (Second Reading):** Kim Foster, City Manager
- 2.) **Ordinance to Amend Title 8 Chapter 8-801 and to delete 8-802. A., 8-802. B., 8-803. A., and 8-803. E. #4 regarding Junk, Weeds, Miscellaneous Nuisances in the Paris Municipal Code (Second Reading):** Kim Foster, City Manager
- 3.) **Ordinance to Enact Title 8 Chapter 10 regarding High Weeds and Grass in the Paris Municipal Code (Second Reading):** Kim Foster, City Manager
- 4.) **Ordinance to Amend 8-111 A. & B. Regarding Disposal Fees at the P-HC Landfill and Transfer Station (Second Reading):** Kim Foster, City Manager
- 5.) **Request for Rezoning of 813 & 815 Depot Street (Second Reading):** Jennifer Morris, Community Development Director
- 6.) **Amendment to the Paris Special School District / City of Paris Lease Agreement:** Kim Foster, City Manager

## NEW BUSINESS

- 1.) **Financial Update:** Traci Shannon, Finance Director
- 2.) **Appointments to Boards:** Kathy Ray, City Mayor
- 3.) **Resolution to Amend the COP Personnel Rules and Regulations by Amending Part-Time Position Classification:** Kim Foster, City Manager
- 4.) **Ordinance to Amend Title 4 Chapter 4 Building and Utility Codes regarding Gas Code in the Paris Municipal Code:** Kim Foster, City Manager
- 5.) **2023 Property Tax Rate Ordinance (First Reading):** Kim Foster, City Manager
- 6.) **FY 2024 Proposed Budget Ordinance (First Reading):** Kim Foster, City Manager
- 7.) **Resolution to Apply for Federal Funds:** Kim Foster, City Manager

**8.) Consideration of Reappointment of Michael Murphy to the Paris Utility Authority  
Board of Directors: Kim Foster, City Manager**

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

**Adjournment**

**OLD BUSINESS**  
**AGENDA ITEM #1**  
**Ordinance to Amend the Fiscal Year 2023 Budget (Second Reading)**

In keeping with the wishes of the Office of State and Local Finance, proposed adjustments to the FY 2023 budget are contained in the following ordinance. As in years past there are several adjustments that relate to the timing of grant projects. Some non-typical yet significant adjustments are due to the economy such as an excessive increase in interest income and higher than expected material costs. Also included are the amounts approved in February to be used to pay off some bonded debt.

Our original General Fund budget reflected revenues to exceed expenditures by \$331,021. After this adjustment our budgeted revenues will only exceed expenditures by \$315,221, a difference of \$15,800. This ordinance was passed on first reading at the May regular Commission meeting.

**ORDINANCE NO. 1289**

AN ORDINANCE TO AMEND THE CITY OF PARIS FISCAL YEAR  
2022– 2023 BUDGET

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality amend the annual budget ordinance to insure compliance with the relating lawful expenditures,

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PARIS, TENNESSEE AS FOLLOWS:

Section 1. The FY 2022 – 2023 Budget Ordinance, Section 2 shall be amended by deleting Section 2 in its entirety:

Fund	General			Sanitation		
	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed
<b>Revenues</b>						
Local Taxes	\$9,213,874	\$8,912,200	\$10,022,950			
State of TN	1,750,182	1,512,000	1,776,800			
Federal Government	116,089	949,000	871,480			
Other Sources	2,228,819	3,144,450	3,926,273	1,652,142	1,575,400	1,675,400
<b>Total Revenues</b>	<b>\$13,308,964</b>	<b>\$14,517,650</b>	<b>\$16,597,503</b>	<b>\$1,652,142</b>	<b>\$1,575,400</b>	<b>\$1,675,400</b>
<b>Expenditures</b>						
Salaries	\$5,227,131	\$5,557,258	\$6,069,326	\$455,210	\$469,722	\$507,940
Other	7,219,804	9,298,166	10,197,156	1,048,175	1,516,984	1,720,357
<b>Total Expenditures</b>	<b>\$12,446,935</b>	<b>\$14,855,424</b>	<b>\$16,266,482</b>	<b>\$1,503,386</b>	<b>\$1,986,705</b>	<b>\$2,228,298</b>
Beginning Fund Balance	\$4,811,149	\$5,673,178	\$5,335,404	\$3,360,753	\$3,509,510	\$3,098,205
Ending Fund Balance	\$5,673,178	\$5,335,404	\$5,666,425	\$3,509,510	\$3,098,205	\$2,545,307
No. of FTE Employees	113	113	113	9	10	10

Fund	Landfill		
	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed
<b>Revenues</b>			
Local Taxes			
State of TN			
Federal Government			
Other Sources	225,987	200,500	271,450
<b>Total Revenues</b>	<b>\$225,987</b>	<b>\$200,500</b>	<b>\$271,450</b>
<b>Expenditures</b>			
Salaries	\$45,608	\$48,616	\$52,490
Other	648,034	152,462	162,915
<b>Total Expenditures</b>	<b>\$693,642</b>	<b>\$201,078</b>	<b>\$215,405</b>
Beginning Fund Balance	\$717,625	\$249,970	\$249,392
Ending Fund Balance	\$249,970	\$249,392	\$305,437
No. of FTE Employees	2	1	1

Fund	Drug			Cemetery		
	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed
<b>Revenues</b>						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$58,046	\$60,050	\$42,050	\$1,462	\$1,000	\$700
<b>Total Revenues</b>	<b>\$58,046</b>	<b>\$60,050</b>	<b>\$42,050</b>	<b>\$1,462</b>	<b>\$1,000</b>	<b>\$700</b>
<b>Expenditures</b>						
Salaries						
Other	\$33,287	\$92,500	\$75,300	\$0	\$8,000	\$10,000
<b>Total Expenditures</b>	<b>\$33,287</b>	<b>\$92,500</b>	<b>\$75,300</b>	<b>\$0</b>	<b>\$8,000</b>	<b>\$10,000</b>
Beginning Fund Balance	\$147,591	\$172,350	\$139,900	\$351,271	\$352,733	\$345,733
Ending Fund Balance	\$172,350	\$139,900	\$106,650	\$352,733	\$345,733	\$336,433
No. of FTE Employees	0	0	0	0	0	0

Section 2. The City of Paris City Commission does hereby amend the following estimate of revenues, estimated unencumbered fund balances, and expenditures as follows:

General Fund Revenues shall be amended as follows:

BPU In Lieu of Taxes shall decrease by \$80,000  
 ARPA / TDEC WII shall decrease by \$500,000  
 HOME Grant shall decrease by \$200,000  
 2018 TA Grant - Sidewalks shall increase by \$75,000  
 BRZ – Rison St. Bridge shall decrease by \$100,000  
 State Excise Tax shall increase by \$35,000  
 KPAC Ticket Sales shall increase by \$15,000  
 Interest Income shall increase by \$250,000  
 TRC Building Rent shall decrease by \$77,000  
 Sale of Assets shall increase by \$500,000  
 Insurance Proceeds shall increase by \$55,000

General Fund Expenditures are amended as follows:

Finance Department:

Tax Refunds shall increase by \$8,000

Police Department:

General Purpose Equipment shall increase by \$60,000

Fire Department:

O/T Salaries shall increase by \$20,000

Repair & Maintenance – Buildings shall increase by \$55,000

Street Maintenance:

Salt shall increase by \$20,000

State Street Aid:

General Purpose Equipment shall increase by \$77,000

Street Lighting Department:

Traffic Light Maintenance shall increase by \$10,000

Civic Center Department:

Repair & Maintenance - Pool shall increase by \$15,000

KPAC Ticket Sales shall increase by \$15,000

In the area of Community Development, the following amendments will be made:

HOME Grant shall decrease by \$200,000

BRZ – Rison St. Bridge shall decrease by \$140,000

TRC Rent – County Share shall decrease by \$35,000

ARPA – TDEC WII shall decrease by \$450,000

Debt Service:

Principal on Bond – Fire Truck shall increase by \$98,800

Principal on Bond – 2015 Multipurpose shall increase by 435,000

Sanitation Fund Revenues shall be amended as follows:

Proceeds from County for Track Loader shall increase by \$29,900

Sanitation Fund Expenses shall be amended as follows:

Disposal Cost shall increase by \$50,000

General Purpose Equipment shall decrease by \$77,000

Landfill Fund Revenues shall be amended as follows:

Proceeds from County for Track Loader shall decrease by \$29,900

So that Section 2 shall read as follows:

Fund	General			Sanitation		
	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed
<b>Revenues</b>						
Local Taxes	\$9,213,874	\$8,912,200	\$9,942,950			
State of TN	1,750,182	1,512,000	1,811,800			
Federal Government	116,089	949,000	146,480			
Other Sources	2,228,819	3,144,450	4,669,273	1,652,142	1,575,400	1,705,300
<b>Total Revenues</b>	<b>\$13,308,964</b>	<b>\$14,517,650</b>	<b>\$16,570,503</b>	<b>\$1,652,142</b>	<b>\$1,575,400</b>	<b>\$1,705,300</b>
<b>Expenditures</b>						
Salaries	\$5,227,131	\$5,557,258	\$6,089,326	\$455,210	\$469,722	\$507,940
Other	7,219,804	9,298,166	10,165,956	1,048,175	1,516,984	1,693,357
<b>Total Expenditures</b>	<b>\$12,446,935</b>	<b>\$14,855,424</b>	<b>\$16,255,282</b>	<b>\$1,503,386</b>	<b>\$1,986,705</b>	<b>\$2,201,298</b>

Beginning Fund Balance	\$4,811,149	\$5,673,178	\$5,335,404	\$3,360,753	\$3,509,510	\$3,098,205
Ending Fund Balance	\$5,673,178	\$5,335,404	\$5,650,625	\$3,509,510	\$3,098,205	\$2,602,207
No. of FTE Employees	113	113	113	9	10	10

Fund	Landfill		
	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed
<b>Revenues</b>			
Local Taxes			
State of TN			
Federal Government			
Other Sources	225,987	200,500	241,550
<b>Total Revenues</b>	<b>\$225,987</b>	<b>\$200,500</b>	<b>\$241,550</b>
<b>Expenditures</b>			
Salaries	\$45,608	\$48,616	\$52,490
Other	648,034	152,462	162,915
<b>Total Expenditures</b>	<b>\$693,642</b>	<b>\$201,078</b>	<b>\$215,405</b>
Beginning Fund Balance	\$717,625	\$249,970	\$249,392
Ending Fund Balance	\$249,970	\$249,392	\$275,537
No. of FTE Employees	2	1	1

Fund	Drug			Cemetery		
	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed	FY 2021 Audited	FY 2022 Budget	FY 2023 Proposed
<b>Revenues</b>						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$58,046	\$60,050	\$42,050	\$1,462	\$1,000	\$700
<b>Total Revenues</b>	<b>\$58,046</b>	<b>\$60,050</b>	<b>\$42,050</b>	<b>\$1,462</b>	<b>\$1,000</b>	<b>\$700</b>
<b>Expenditures</b>						
Salaries						
Other	\$33,287	\$92,500	\$75,300	\$0	\$8,000	\$10,000
<b>Total Expenditures</b>	<b>\$33,287</b>	<b>\$92,500</b>	<b>\$75,300</b>	<b>\$0</b>	<b>\$8,000</b>	<b>\$10,000</b>
Beginning Fund Balance	\$147,591	\$172,350	\$139,900	\$351,271	\$352,733	\$345,733
Ending Fund Balance	\$172,350	\$139,900	\$106,650	\$352,733	\$345,733	\$336,433
No. of FTE Employees	0	0	0	0	0	0



Section 3. The current Section 3 shall be deleted in its entirety:

General Fund	\$21,932,907
Sanitation	4,773,605
Landfill	520,842
Drug Fund	181,950
Cemetery Fund	346,433
<b>Total All Funds</b>	<b>\$27,755,737</b>

Section 3 is amended as follows:

General Fund	\$21,905,907
Sanitation	4,803,505
Landfill	490,942
Drug Fund	181,950
Cemetery Fund	346,433
<b>Total All Funds</b>	<b>\$27,728,737</b>

SECTION 4. All encumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 5. This ordinance shall take effect June 8, 2023 the public welfare requiring it.

Passed and adopted May 4, 2023.

Passed and adopted June 8, 2023.

\_\_\_\_\_  
Mayor

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

**OLD BUSINESS  
AGENDA ITEM #2**

**Ordinance to Amend Title 8 Chapter 8-801 and to delete 8-802. A., 8-802. B., 8-803. A., and 8-803. E. #4 regarding Junk, Weeds, Miscellaneous Nuisances in the Paris Municipal Code (Second Reading)**

Since a new chapter is being proposed that will address high grass and weeds, the following ordinance is simply proposing the removal of all mention of high grass and weeds from Title 8, Chapter 8 of the Paris Municipal Code. This ordinance was passed on first reading during the regular May Commission meeting.

**ORDINANCE NO. 1290**

AN ORDINANCE Amend Title 8 Chapter 8 8-801 and to delete 8-802. A., 8-802. B., 8-803. A., and 8-802. E. #4, of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 8, Chapter 8 of the Paris Municipal Code shall be amended as follows:

A. That 8-801. of the Paris Municipal Code be amended by deleting “grass, weeds” in the first sentence:

**Intent.** It is the intent of this chapter to prohibit the accumulation of ~~grass, weeds~~, motor vehicles, dead trees, abandoned or inoperable appliances, pools of water, trash, debris or other scrap or salvage material which shall threaten or endanger the public health, safety or welfare so as to constitute a nuisance. The owner, occupant, tenant, or agent or designee of any owner or occupant of said premises where the violations occur shall be jointly and severally liable for any violations of said chapter and shall jointly and severally be liable for the penalty provisions provided under the terms and conditions of 8-806, 8-807, and 8-808 (Ord. #812, 11/05/92; (Ord. # 1290, 06/08/23).

B. That 8-802. A. of the Paris Municipal Code be amended by deleting 8-802. A. in its entirety. (Ord. # 1290, 06/08/2023).

C. That 8-802. B. of the Paris Municipal Code be amended by deleting 8-802. B. in its entirety. (Ord. # 1290, 06/08/2023).

D. That 8-803. A. of the Paris Municipal Code be amended by deleting 8-803. A. in its entirety. (Ord. # 1290, 06/08/2023).

E. That 8-803. E. #4 of the Paris Municipal Code be amended by deleting 8-803. E. #4 in its entirety. (Ord. # 1290, 06/08/2023).

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 May 4, 2023.

Passed and adopted June 8, 2023.

\_\_\_\_\_  
Mayor

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

**OLD BUSINESS  
AGENDA ITEM #3**

**Ordinance to Enact Title 8 Chapter 10 regarding High Weeds and Grass in the Paris Municipal Code (Second Reading)**

The following ordinance encompasses staff recommendations for establishing a new chapter in our municipal code dedicated entirely to high grass and weeds. Included is a tiered fine approach. A first-time unresolved offense requiring our contractor to mow a property will be subject to a \$60 fine. The second offense within the calendar year will

be subject to a \$90 fine. The third and any subsequent offenses within the calendar year will be fined \$120 each.

This ordinance was passed on first reading during the regular May Commission meeting.

**ORDINANCE NO. 1291**

AN ORDINANCE to Enact Title 8 Chapter 10 of the Paris Municipal Code

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 8, Chapter 10 of the Paris Municipal Code shall be enacted as follows:

**CHAPTER 10**

**HIGH WEEDS AND GRASS**

<b>8-1000.</b>	<b>Intent</b>
<b>8-1001.</b>	<b>Definitions</b>
<b>8-1002.</b>	<b>Prohibited Acts</b>
<b>8-1003.</b>	<b>Enforcement</b>
<b>8-1004.</b>	<b>Notice To Correct Violations</b>
<b>8-1005.</b>	<b>Action In The Event Of Noncompliance</b>
<b>8-1006.</b>	<b>Collection Of Unpaid Costs</b>
<b>8-1007.</b>	<b>Violations – Misdemeanors – Penalties</b>

**8-1000. Intent.** It is the intent of this chapter to prohibit the accumulation of grass and weeds which shall threaten or endanger the public health, safety or welfare so as to constitute a nuisance. The owner, occupant, tenant, or agent or designee of any owner or occupant of said premises where the violations occur shall be jointly and severally liable for any violations of said chapter and shall jointly and severally be liable for the penalty provisions provided under the terms and conditions of 8-1005, 8-1006, and 8-1007.

**8-1001. Definitions.**

- A. Grass: Any of numerous plants of the family graminea.
- B. Weeds: Any of a various commonly or abundantly growing plants.

**8-1002. Prohibited Acts.** The following acts shall be prohibited:

- A. Grass and Weeds. No owner of any lot, place, or area within the City, or the agent of such owner, shall permit any developed lot, place or area, or any undeveloped lot, place or area, within one hundred fifty (150) feet of any street, residential, or commercial property, the growth of any Grass or Weeds of height in excess of twelve (12) inches measured from the base of the Grass or Weeds at ground surface level.
- B. Acts of Nuisance. Acts of nuisance shall include, but are not expressly restricted to:
  - (1) The owner, occupant, or agent of any owner or occupant, of any lot, parcel or area within the City permitting or allowing any offensive or unsafe matter to grow, accumulate, or otherwise occupy and remain upon such lot, parcel or area.
  - (2) The owner, occupant, or agent of any owner or occupant, of any lot, parcel or area in a residential area within the City allowing Grass or Weeds as defined in 8-1001 to accumulate and remain upon the premises as a possible harborage for rats, snakes, or other vermin.

(3) The owner, tenant, or occupier of any real property located within the corporate limits of the City of Paris or any agent, servant, or employee of such owner, tenant, or occupier placing, throwing, depositing or discharging any soil, sand, mud, gravel, dirt, grass clippings, weeds, leaves, limbs, or any other such mineral or vegetation waste from said real property onto any of the streets, gutters, or storm drains within the corporate limits of the City of Paris.

**8-1003. Enforcement.** The Building Inspector and/or Health Officer is hereby authorized and empowered to investigate and order the correction of any violations of the terms and conditions of this ordinance,

**8-1004. Notice to correct violations.** If any owner, occupant, tenant, agent, or designee is determined by the Building Inspector and/or Health Officer to be in violation of 8-1002 it shall be the duty of the Building Inspector and/or Health Officer to serve a Notice by one or more of the following methods: (1) Certified mail to the last known address of any person or persons having ownership, possession, or control over the offending property; (2) Personal service of the Notice to the owner, possessor, or occupant; or (3) Posting the Notice in a conspicuous place on the property at which the violation exists. The Notice shall set forth the following: (1) the text of 8-1002; (2) the corrective requirements necessary to bring the offending property into a state and/or condition which is not in violation of 8-1002; and (3) that said corrective action shall be taken within seven (7) days from the receipt of said notice or posting.

**8-1005. Action in the event of noncompliance.**

- A. Upon the failure of any owner, possessor, or occupant, of real property which is in violation of this ordinance to correct said violation(s) within seven (7) days from receipt or posting of the Notice, the Building Inspector and/or Health Officer is authorized and directed to correct such violation(s). A statement of the costs for such correction shall be prepared and filed by the City Recorder for collection. The cost to said owner, possessor, or occupant, shall be billed at a designated hourly rate to be determined by the City Manager based upon the hourly cost of personnel and equipment used in said removal, or any actual cost for such private services which were contracted for by the City, but in no case shall said charge be less than Sixty Dollars (\$60.00) for the first offense, Ninety dollars (\$90.00) for the second offense, and One-Hundred Twenty dollars (\$120.00) for the third and each additional offense thereafter within a calendar year. Administrative costs shall be billed in addition to hourly costs. The costs and expenses incurred by the City under the provisions of this section shall be billed to the owner of said property. If said charges have not been paid by such owner within thirty (30) days after the date of billing, then the provisions of 8-1006 shall apply.
- B. In addition to the enforcement provisions provided in A. above, the Building Inspector and/or Health Officer may cite the owner, possessor, or occupant into City Court as provided in 8-1007 for action by the City Judge to require alleviation of the violations of this Chapter as determined by the building inspector and/or health officer.

**8-1006. Collection of unpaid costs.** Where the full amount due the City pursuant to 8-1005 is not paid by the offending property's owner within thirty (30) days after billing for the work required under the provision of this ordinance, then in that case, the Building Inspector shall cause to be recorded in the Register's Office of Henry County, Tennessee, a sworn statement showing the costs and expenses incurred by the City or the costs and expenses incurred on behalf of the City, for the work, the date on which said work was done, and the property on which said work was done. The recordation of such sworn statement shall constitute a lien and privilege on the property, and shall remain in full force and effect for the amount due, plus court costs, attorney's fees, and any other costs of collection, until final payment has been made; said costs and expenses shall be collected in the manner fixed by law for the collection of taxes and, further, shall be subject to a delinquent penalty of eighteen percent (18%) per annum in the event same is not paid in full on or before the tax bill on said property is due and payable. Sworn statements recorded in accordance with the provisions hereof shall be prima facie with the evidence that all legal formalities and been complied with and that the work has been done properly and satisfactorily, and shall be full notice to every person concerned that the amount of this statement, plus delinquent penalty and other costs and expenses, constitute a charge against

the property designated or described in the statement, and that the same is due and collectible as provided by law. When placed in the hands of the City Attorney for collection, thirty-three percent (33%) of the unpaid charges for such costs incurred by the City shall be added to the principal and interest for the attorney's services in making such collections and, upon payment, said thirty-three percent (33%) shall be retained by the City Attorney.

**8-1007. Violations – Misdemeanors – Penalties.** Any violation of any section of this chapter upon conviction shall be punished by a fine of not less than or more than fifty dollars (\$50.00), and such fine and costs shall not be forgiven, deferred, suspended, or waived by the City Judge. Such assessment of fines and costs shall be deemed to be in addition to the cost and expenditures charged the property owner and assessed against the property in the event of non-payment as provided in 8-1005. After the notice periods provided in 8-1004 and 8-1005 have expired, where applicable, each day such violation is allowed to continue to exist shall be considered an individual violation and shall constitute a separate misdemeanor offense under this section. The City Manager, or his or her designated representative, may, if multiple violations occur pursuant to the provisions of 8-1005, authorize the filing of a separate warrant in City Court for each day such violations are allowed to continue to exist and, upon conviction, any violation of any such section of this chapter shall be punished by a fine for each said violation of not less than nor more than fifty dollars (\$50.00), and such fine, together with the costs of the cause, shall not be forgiven, deferred, suspended, or waived by the City Judge.

(Ord. # 1291, 06/08/2023)

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 May 4, 2023.

Passed and adopted June 8, 2023.

\_\_\_\_\_  
Mayor

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

**OLD BUSINESS  
AGENDA ITEM #4**

**Ordinance to Amend 8-111 A. & B. Regarding Disposal Fees at the P-HC Landfill and Transfer Station (Second Reading)**

Bobby Swayne, P-HC Landfill Superintendent, has suggested the Commission consider increasing fees for disposal at the Class III/IV Landfill as well as the Transfer Station. His concern is related to inflation and that fees charged are no longer covering costs. In governmental accounting Enterprise Funds, such as the Landfill Fund, must cover their costs with the revenues they take in.

The following ordinance, presented for your consideration, would increase the per-ton disposal fee for residents from 33.00/ton to \$36.00/ton, and for non-residents from \$45.00/ton to \$55.00/ton. This increase for non-residents is based on the recommendation from the board at the May meeting. Additionally, this ordinance proposes that the minimum charge for residents be raised from \$15.00 to \$20.00, and the minimum charge for non-residents be raised from \$25.00 to \$40.00. The last time these amounts were increased was in 2018.

This ordinance was passed on first reading during the regular May Commission meeting.

### **ORDINANCE NO. 1292**

AN ORDINANCE to Amend 8-111. A. and 8-111. B. of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 8-111. A. and 8-111. B. of the Paris Municipal Code be amended as follows:

A. That 8-111. A. of the Paris Municipal Code be amended by deleting 8-111. A. in its entirety and substituting the following therefore:

**A. Resident Disposal Fees.** Residents of Henry County shall pay a disposal fee of thirty-nine dollars (\$39.00) per ton or any fraction thereof for disposal at the Transfer Station. A disposal fee of thirty-six dollars (\$36.00) per ton or any fraction thereof shall be charged for disposal in the Class III / IV Landfill. A minimum charge of twenty dollars (\$20.00) will apply for amounts up to five hundred (500) pounds disposed of at the Transfer Station or for amounts up to nine hundred nine (909) pounds disposed of at the Class III / IV Landfill (Ord. #717, 09/07/89; Ord. #734, 08/02/90; Ord. #764, 08/06/91; Ord. #805, 07/23/92; Ord. #830, 06/15/93; Ord. #866, 12/01/94; Ord. #990, 11/01/01; Ord. #1071, 06/07/07; Ord. #1090, 06/26/08; Ord. #1105, 07/07/09; Ord. #1232, 6/7/18; Ord. #1285, 08/04/22; Ord. # 1292, 06/08/2023).

B. That 8-111. B. of the Paris Municipal Code be amended by deleting 8-111. B. in its entirety and substituting the following therefore:

**B. Non-Resident Disposal Fee.** Non-residents of Henry County shall pay a disposal fee of forty-nine dollars (\$49.00) per ton or any fraction thereof for disposal at the Transfer Station. A disposal fee of fifty-five dollars (\$55.00) per ton or any fraction thereof shall be charged for disposal in the Class III / IV Landfill. A minimum charge of forty dollars (\$40.00) will apply for amounts up to five hundred (500) pounds disposed of at the Transfer Station or amounts up to one nine hundred nine (909) pounds disposed of at the Class III / IV Landfill (Ord. #1232, 6/7/18; Ord. #1285, 08/04/22; Ord #1292, 06/08/2023).

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 May 4, 2023.

Passed and adopted June 8, 2023.

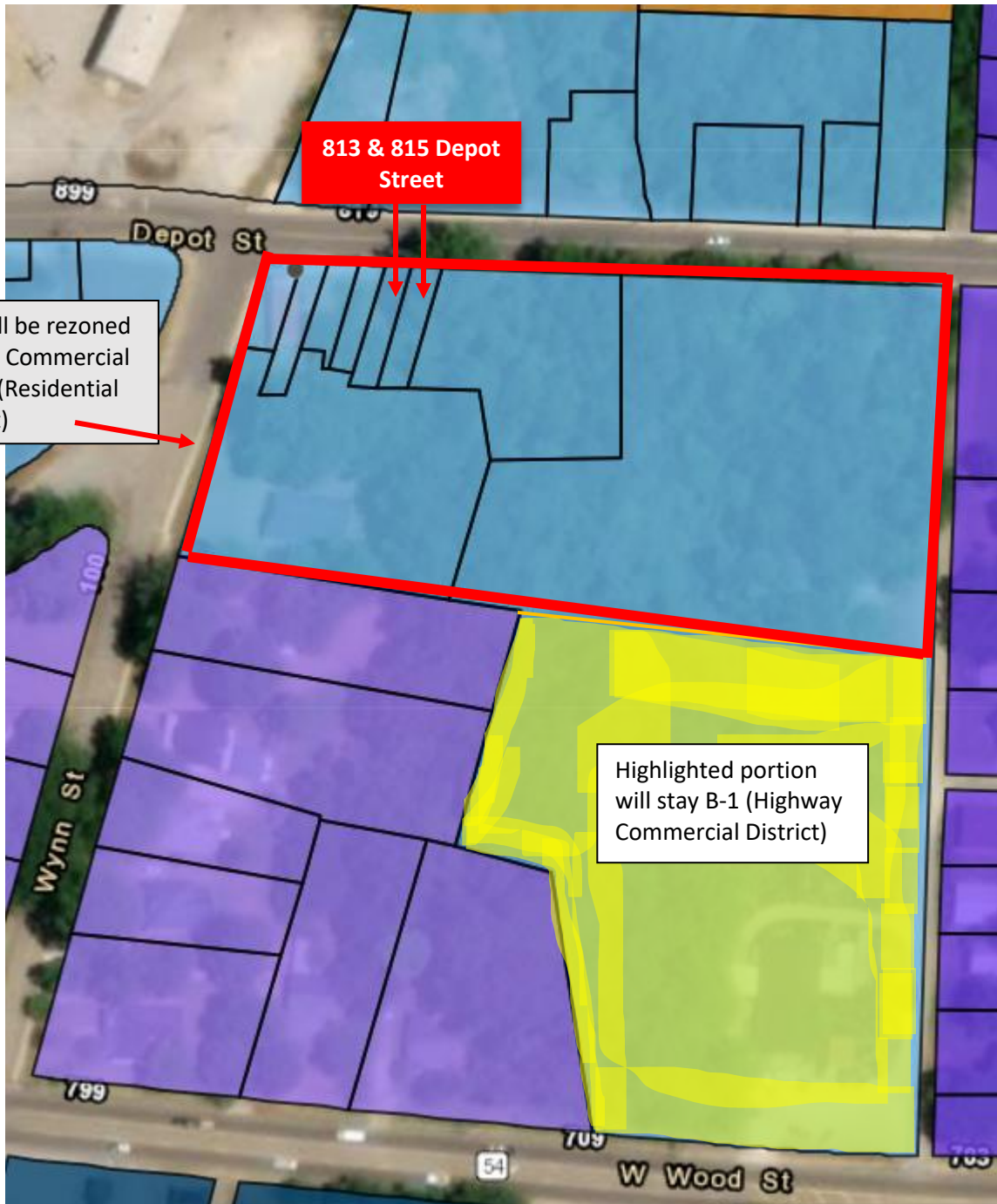
\_\_\_\_\_  
Mayor

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

**OLD BUSINESS**  
**AGENDA ITEM #5**  
**Request for Rezoning of 813 & 815 Depot Street (Second Reading)**

A request for rezoning was submitted by Royce Stubblefield to locate a manufactured home on each parcel (813 & 815 Depot Street) for residential rental. After review, the Planning Commission recommends the property at 813 & 815 Depot Street and surrounding properties to be rezoned from B-1 (Highway Commercial) to R-3-H (Residential District).





**OLD BUSINESS  
AGENDA ITEM #6**

**Amendment to the Paris Special School District / City of Paris Lease Agreement:**

The original lease between the City of Paris and the Paris Special School District will expire at the end of June. After much discussion and contemplation, staff recommend the City of Paris exercise its right to renew the lease for a second twenty-five-year period. If the Commission wishes to approve the lease extension a motion will be needed to



allow the Mayor to execute the appropriate document. A copy of the lease follows for your review.

#### AMENDED AGREEMENT

THIS AGREEMENT (the "Agreement") dated as of the 16<sup>th</sup> day of April 1998, by and between THE CITY OF PARIS, TENNESSEE ("First Party"), a municipal corporation existing under the laws of the State of Tennessee whose principal offices are located at 100 North Caldwell St., Paris, Tennessee, and THE PARIS SPECIAL SCHOOL DISTRICT, a Special School District chartered and existing under the laws of the State of Tennessee ("Second Party"), having as its address 1219 Hwy 641 South, Paris, Tennessee.

#### RECITALS

WHEREAS, The City of Paris, Tennessee ("First Party") is engaged in the business or activity of providing recreational facilities for its citizens; and

WHEREAS, The Paris Special School District ("Second Party") is engaged in the business or activity of providing or maintaining educational facilities for its citizens; and

WHEREAS, The Paris Special School District ("Second Party") has purchased certain real property located on Volunteer Drive in the City of Paris, Tennessee, the deeds to which property are of record in Deed Book 251, Page 794-797, and Deed Book 255, Page 491, all in the Register's Office of Henry County, Tennessee; and

WHEREAS, The Paris Special School District ("Second Party") is in the process of constructing an educational facility on said real property; and

WHEREAS, both parties desire to collaborate with each other to the end that certain facilities be constructed on the property, the cost, the use, and the maintenance of which will be shared in varying percentages by and between the parties.

NOW THEREFORE, in consideration of the foregoing premises and the mutual representations, warranties, covenants, and agreements herein contained and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

#### ARTICLE I TITLE TO PROPERTY

- 1.1 Legal title to the property is now in the name of The Paris Special School district ("Second Party") and shall remain in the name of The Paris Special School District ("Second Party"). The Paris Special School District ("Second Party") has paid the purchase price for said property and The City of Paris, Tennessee ("First Party") shall in no wise be required to defray any of the cost of same.
- 1.2 The Paris Special School District ("Second Party") grants to The City of Paris, Tennessee ("First Party") a twenty-five (25) year lease in and to the theater shell to be constructed on the premises of The Paris Special School District ("Second Party"). The terms and conditions of said lease shall be as provided in Article 6 of this agreement.
- 1.3 The City of Paris, Tennessee ("First Party") shall retain the ownership interest in and to those portions of the project as described in Article 3.1 of this agreement. In addition, The Paris Special School District ("Second Party") grants to The City of Paris, Tennessee ("First Party") a twenty-five (25) year lease in and to the real property as described in this agreement, upon which the facilities described hereinabove are to be constructed. This twenty-five (25) year lease shall be renewable for three (3) additional twenty-five (25) year periods at the sole option of The City of Paris, Tennessee ("First Party").

**ARTICLE II  
SCOPE AND DESCRIPTION**

- 2.1 The Paris Special School District (“Second Party”) shall cause to be constructed on the real property referenced hereinabove an educational facility suitable to its needs, which shall include the following facilities or components:
1. Gymnasium
  2. Fitness Area
  3. Concession Area
  4. Meeting Rooms
  5. Locker Rooms
  6. Administration Offices
  7. Indoor Pool
  8. Theater Shell
  9. Elevated Track over gymnasium
- 2.2 Both parties agree that they will employ and utilize the architectural firm and construction management firm presently under contract to The Paris Special School District (“Second Party”) to construct the facilities or components noted in the preceding paragraph.
- 2.3 Both parties agree that there shall be an Oversight Committee established to facilitate the building program. The Oversight Committee shall consist of two members of the City Commission of the City of Paris, Tennessee; two members of the Board of Paris Special School District; the City Manager of the City of Paris, Tennessee; and the Superintendent of the Paris Special School District. The duties of said Oversight Committee shall include, but not be limited to the following: (a) approve exterior design including parking layout; (b) approve design of commonly owned areas; (c) review and approve change orders for common areas.
- 2.4 Each party agrees that each party will be responsible for change orders relative to the components being constructed which are their financial responsibility.

**ARTICLE III  
CONSTRUCTION COST**

- 3.1 The Paris Special School District (“Second Party”) shall be responsible for the cost of the construction of the project, except that The City of Paris, Tennessee (“First Party”) shall reimburse The Paris Special School District (“Second Party”) for the following costs:

FACILITY	ESTIMATED SQUARE FEET	ESTIMATED COST
Elevated Track over Gym		\$60,000
Fitness Area	2,000 sq. feet	\$140,000
Concession Area	300 sq. feet	\$25,000
Meeting Rooms	1,000 sq. feet	\$70,000
Locker Rooms	2,000 sq. feet	\$180,000
Administration	600 sq. feet	\$42,000
Indoor Pool	8,500 sq. feet	\$1,032,500

Circulation space relative to the seven items or components referenced above.

- 3.2 The City of Paris, Tennessee (“First Party”) and The Paris Special School District (“Second Party”) shall equally share the cost of the gymnasium which is estimated to be \$652,500.
- 3.3 The Paris Special School District (“Second Party”) shall bear the cost of the 600 seat 6,600 sq. foot theater shell which is estimated to be \$520,000.
- 3.4 In connection with the ten component parts referenced hereinabove in this Article III, there are estimated architectural/construction management fees in the amount of \$216,265. The cost of these fees shall be pro-rated between the parties in accordance with bid costs and in accordance with each party’s responsibility for the payment of the cost of each individual component.

#### **ARTICLE IV PRO-RATION**

- 4.1 All pro-rations called for in this Agreement shall be done or accomplished on a square foot basis unless a more equitable manner of pro-rating the expense is expedient and available.

#### **ARTICLE V INSURANCE**

- 5.1 The Paris Special School District (“Second Party”) shall procure fire and casualty insurance and liability insurance in amounts acceptable to both parties. The Paris Special School District (“Second Party”) shall cause The City of Paris, Tennessee (“First Party”) and to be listed as an additional insured as concerns those portions of the facilities paid for by The City of Paris, Tennessee (“First Party”). The cost of said insurance shall be pro-rated.

#### **ARTICLE VI OPERATION**

- 6.1 The parties agree that each party shall have the right of use of the facilities set forth in Section No. 2.1 and that The City of Paris, Tennessee (“First Party”) shall employ a manager who shall be responsible for maintaining a calendar of events and coordinating the use of the facilities which are to be used jointly.
- 6.2 The City of Paris, Tennessee (“First Party”) shall be responsible for the collection of all fees relating to the use of the theater with the exception of school sponsored events.
- 6.3 The Paris Special School District (“Second Party”) shall be entitled to a daily or weekly block of time as concerns the utilization of the pool and at such time that The Paris Special School District (“Second Party”) uses said pool, it shall be responsible for providing personnel for such utilization. Said utilization shall not be less than 25 hours per week.
- 6.4 The parties will cooperate to develop a plan to raise monies from private sources to properly equip the theater and to develop a contingency plan in the even such efforts shall be ineffective.

#### **ARTICLE VII MAINTENANCE**

- 7.1 The Paris Special School District (“Second Party”) shall maintain the exterior grounds of the entire complex.

- 7.2 The City of Paris, Tennessee (“First Party”) will maintain all parking facilities constructed on the complex.
- 7.3 The City of Paris, Tennessee (“First Party”) will provide janitorial services as concerns the gymnasium and the theater, as well as routine maintenance. However, any major repair or renovations or system replacements as concerns the gymnasium and the theater shall be shared equally between the parties. Any expenditure in excess of \$500 shall be considered to be major and thus, shared equally between the parties.
- 7.4 The City of Paris, Tennessee (“First Party”) shall be responsible for all janitorial services, routine maintenance, major repair, renovations, or system replacements as concerns the following components:
1. Elevated Track over gymnasium
  2. Fitness Area
  3. Concession Area
  4. Meeting Rooms
  5. Locker Rooms
  6. Administration Offices
  7. Indoor pool

#### **ARTICLE VIII UTILITIES**

- 8.1 The City of Paris, Tennessee (“First Party”) shall be responsible for the cost of utilities as concerns the following components:
1. Elevated Track over gymnasium
  2. Fitness Area
  3. Concession Area
  4. Meeting Rooms
  5. Locker Rooms
  6. Administration Offices
  7. Indoor Pool

And the parties will share on a pro-rated basis, based on usage, the cost of utilities as concerns the gymnasium and the theater.

#### **ARTICLE IX LAND USE**

- 9.1 The parties agree that an area along the northern boundary of the real property shall be left undeveloped such that it might be developed in the future as a potential right-of-way for an extension of Patriot Street to Manley Avenue. Should said property be dedicated to the use as stated in the preceding sentence, then in that event, The City of Paris, Tennessee (“First Party”) shall purchase a small amount of additional property to the north of the subject property in order to align the proposed intersection of Volunteer Drive and Patriot Street.
- 9.2 Both parties agree that the facilities to be constructed will be set back from Volunteer Drive a sufficient length such that Volunteer Drive might in the future be made into a five-lane configuration.

**ARTICLE X  
GENERAL PROVISIONS**

- 10.1 This Agreement shall not be assignable by any of the Parties hereto. This Agreement shall inure to the benefit of and be binding only upon the Parties hereto and their respective successors, heirs, and representatives.
- 10.2 The validity, construction, interpretation, and performance of this contract shall be governed and determined in accordance with the laws of the State of Tennessee, unless and to the extent that Federal law controls.
- 10.3 This Agreement constitutes the sole and entire agreement between the parties and no modification or amendment to this agreement shall be binding on the parties unless said modification or amendment is in writing signed by both parties. Representations, promise, or inducements not included in this agreement shall not be binding upon either of the parties.
- 10.4 In any portion or provision of this Agreement should be determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any jurisdiction, such portion or provision shall be ineffective as to that jurisdiction to the extent of such invalidity, illegality or enforceability, without affecting in any way the validity or enforceability of the remaining portions or provisions hereof in such jurisdiction or rendering that or any other portions or provisions of this Agreement invalid, illegal or unenforceable in any other jurisdiction.
- 10.5 The headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

IN WITNESS WHEREOF, The City of Paris, Tennessee (“First Party”) and The Paris Special School District (“Second Party”) have each duly executed and delivered this Agreement or have caused this Agreement to be executed and delivered in its name and on its behalf by its representatives thereunto duly authorized, all as of the date first written above.

THE CITY OF PARIS, TENNESSEE

First Party

By: \_\_\_\_\_  
Title: \_\_\_\_\_

THE PARIS SPECIAL SCHOOL DISTRICT

Second Party

By: \_\_\_\_\_  
Title: \_\_\_\_\_

**NEW BUSINESS  
AGENDA ITEM #1  
Financial Update**

Our retail sales tax revenue was just slightly up for the month of March compared to last March. However, we are still ahead fiscal year-to-date by 6.06%

Revenues were above expenditures in the General Fund for the month of April. The only large out of the ordinary expense was \$66K to TLM for the municipal study. We are considerably ahead fiscal year-to-date; however, the month of May will reflect principal payments on our debt service which will likely result in a deficit for the month. We do receive the majority of business tax payments from the State during the month of May which will offset some of the debt payment. Also, as a reminder, we are paying two off two of our bond issues. The total payment for those is approximately \$900K.

Other Business:

**New Employees (2):** One full-time (Patrolman), One part-time (Parks)  
**Resignations (0):** None

We issued nine business licenses in April:

**New business (4):** Allens Auto Sales, The Randy Lane Company, Itty Bitty Trees, Square One Maintenance  
**On-line sales (1):** Alexandria & Gold  
**Booth Rentals (1):** Jan Maupin  
**New Owner (3):** Sportsman, Little General, Maverick

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

	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>% Incr(Decr)</b>
<b>JULY</b>	\$787,901	\$802,267	\$898,979	\$951,793	\$1,046,570	9.96%
<b>AUGUST</b>	\$790,533	\$799,378	\$843,541	\$895,516	\$931,433	4.01%
<b>SEPTEMBER</b>	\$774,425	\$797,992	\$888,921	\$965,256	\$1,067,740	10.62%
<b>OCTOBER</b>	\$761,812	\$761,453	\$873,733	\$974,047	\$1,036,880	6.45%
<b>NOVEMBER</b>	\$809,116	\$807,105	\$874,641	\$988,199	\$1,059,818	7.25%
<b>DECEMBER</b>	\$960,027	\$957,286	\$1,097,412	\$1,210,615	\$1,218,473	0.65%
<b>JANUARY</b>	\$665,013	\$713,906	\$844,826	\$839,389	\$915,685	9.09%
<b>FEBRUARY</b>	\$704,313	\$727,380	\$719,938	\$859,647	\$936,706	8.96%
<b>MARCH</b>	\$877,659	\$840,175	\$1,101,592	\$1,102,651	\$1,106,574	0.36%
<b>APRIL</b>	\$849,875	\$865,360	\$1,040,359	\$1,060,677		
<b>MAY</b>	\$863,697	\$949,140	\$1,005,346	\$1,105,515		
<b>JUNE</b>	\$873,145	\$966,861	\$1,013,926	\$1,125,455		
<b>TOTAL</b>	<b>\$9,717,515</b>	<b>\$9,988,303</b>	<b>\$11,203,215</b>	<b>\$12,078,759</b>	<b>\$9,319,879</b>	
<b>Previous YTD % Increase/Decrease</b>	<b>1.24%</b>	<b>2.79%</b>	<b>12.16%</b>	<b>7.82%</b>	<b>6.06%</b>	

**Monthly Operating Statement  
April 2023**

<b>REVENUES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,727,000	52,549	1,638,444	94.87%
Local Option Sales Tax	6,086,700	462,330	5,144,899	84.53%
Wholesale Liquor / Beer	875,000	77,743	773,083	88.35%
Business Tax	400,000	44,451	127,382	31.85%
Fees & Licenses	168,500	2,230	129,360	76.77%
In Lieu Payments	904,250	83,419	710,393	78.56%
Grants	1,036,430	25,920	674,580	65.09%
State Shared taxes	1,791,800	130,248	1,516,942	84.66%
All Other	1,615,948	135,993	2,172,607	134.45%
Federal ARPA Grant	1,491,875	0	1,491,875	100.00%
ARPA/TDEC-WII	500,000	0	0	0.00%
<b>Total General Fund Revenue</b>	<b>16,597,503</b>	<b>1,014,884</b>	<b>14,379,565</b>	<b>86.64%</b>
Solid Waste Collection - BPU	1,250,000	106,156	1,071,093	85.69%
Solid Waste Disposal - Transfer	400,000	32,472	385,268	96.32%
Other Revenue	25,400	29,900	55,216	217.39%
<b>Total Sanitation</b>	<b>1,675,400</b>	<b>168,528</b>	<b>1,511,578</b>	<b>90.22%</b>
Gate Receipts - Brush & Debris	140,000	15,243	112,956	80.68%
County Share Operating Exp	30,000	0	38,917	129.72%
Gate Receipts - Tires	10,000	980	13,464	134.64%
Other Revenue	91,450	25,077	61,480	67.23%
<b>Total Landfill</b>	<b>271,450</b>	<b>41,300</b>	<b>226,815</b>	<b>83.56%</b>
<b>Total Drug Fund</b>	<b>42,050</b>	<b>2,682</b>	<b>75,978</b>	<b>180.69%</b>
<b>TOTAL REVENUES</b>	<b>18,586,403</b>	<b>1,227,394</b>	<b>16,193,936</b>	<b>87.13%</b>



<b>EXPENDITURES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	229,961	7,000	222,220	96.63%
General Administration	423,856	33,763	339,584	80.12%
Economic Development	178,474	13,650	143,788	80.57%
Elections	4,500	0	0	0.00%
Financial Administration	331,384	27,423	274,743	82.91%
City Hall Building	104,397	8,424	94,070	90.11%
Police Department	2,369,010	157,391	2,016,609	85.12%
Emergency Communications	748,932	58,999	636,958	85.05%
Fire Department	1,923,446	169,910	1,570,317	81.64%
Building Inspection	178,037	13,985	134,698	75.66%
Street Maintenance	1,772,747	105,846	1,478,054	83.38%
State Street Aid	1,683,000	3,526	1,521,968	90.43%
Storm Water Management	72,140	2,743	39,141	54.26%
Street Lighting	116,000	4,110	109,407	94.32%
City Garage	310,298	21,189	244,825	78.90%
Cemetery Maintenance	73,324	10,248	51,854	70.72%
Health & Animal Control	199,228	14,637	155,775	78.19%
Civic Center	692,100	48,942	565,340	81.68%
Parks & Recreation	1,111,601	78,634	998,536	89.83%
Library	183,430	0	152,858	83.33%
Community Development	1,376,700	10,362	801,914	58.25%
ARPA-SLFRF	1,000,000	71,997	780,812	78.08%
ARPA/TDEC-WII	500,000	0	39,554	7.91%
Debt Service	683,917	3,253	169,606	24.80%
<b>General Fund Expenditures</b>	<b>16,266,482</b>	<b>866,030</b>	<b>12,542,631</b>	<b>77.11%</b>
Sanitation Collection	1,566,797	57,589	1,259,010	80.36%
Contractual Services	661,500	77,019	633,810	95.81%
<b>Total Sanitation</b>	<b>2,228,297</b>	<b>134,608</b>	<b>1,892,820</b>	<b>84.94%</b>
<b>Total Landfill</b>	<b>215,404</b>	<b>20,878</b>	<b>184,694</b>	<b>85.74%</b>
<b>Total Drug Fund</b>	<b>75,300</b>	<b>11,356</b>	<b>53,566</b>	<b>71.14%</b>
<b>TOTAL EXPENDITURES</b>	<b>18,785,483</b>	<b>1,032,873</b>	<b>14,673,712</b>	<b>78.11%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
<b>General Fund</b>	<b>148,854</b>	<b>1,836,933</b>
<b>Sanitation</b>	<b>33,920</b>	<b>(381,243)</b>
<b>Landfill</b>	<b>20,422</b>	<b>42,121</b>
<b>Drug Fund</b>	<b>(8,674)</b>	<b>22,412</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>
Paris Henry County Volunteer Center Board  3 Year Term  (Mayor w/ Commission Approval)	Kathy Ray	Vickey Roberts	July 1, 2023	July 1, 2026

**NEW BUSINESS  
AGENDA ITEM #3  
Resolution to Amend the COP Personnel Rules and Regulations by Amending Part-Time Position Classification**

The following Resolution, presented for your consideration, reflects changes in verbiage in the City of Paris Personnel Rules and Regulations as a simple housekeeping measure. This verbiage change comes from a recent position transitioning from part-time to full-time with 32-40 hours a week. According to the Fair Labor Standard Act, the City of Paris must offer insurance to employees who work at least 30 hours per week.

**RESOLUTION NO. 1682**

WHEREAS, The City of Paris, Tennessee, has adopted Personnel Rules and Regulations effective April 6, 1994; and,

WHEREAS, Paris Municipal Code 1-503 specifies that amendments to said Personnel Rules and Regulations shall be adopted by the Board of Commissioners of the City of Paris, Tennessee by Resolution before they shall have full force and effect; and,

WHEREAS, The City Manager of the City of Paris, Tennessee has recommended to the Board of Commissioners of the City of Paris, Tennessee that said Personnel Rules and Regulations be amended as follows:

- A. By amending **II. POSITION CLASSIFICATION**, A. PURPOSE., #1 Employee Classification, b. Part-time. to say:
  - a. Part-Time – Employees engaged to work less than the customary number of hours in a work period for their job classification or in any event who work less than 30 hours per week shall be classified as part-time employees. Part-time employees are often referred to as permanent; however, the term permanent cannot be construed to mean that the position or employee cannot be separated from the

City service. (Res. # 1682, 06/08/2023).

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Paris, Tennessee go on record as approving the amendments to the Personnel Rules and Regulations as follows:

- A. By amending **II. POSITION CLASSIFICATION**, A. PURPOSE., #1 Employee Classification, b. Part-time. to say:
  - b. Part-Time – Employees engaged to work less than the customary number of hours in a work period for their job classification or in any event who work less than 30 hours per week shall be classified as part-time employees. Part-time employees are often referred to as permanent; however, the term permanent cannot be construed to mean that the position or employee cannot be separated from the City service. (Res. # 1682, 06/08/2023).

This Resolution shall become a part of and be spread upon the minutes of this meeting of the Board of Commissioners of the City of Paris, Tennessee.

Unanimously adopted, this the 8<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
Mayor

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

ATTESTED:

\_\_\_\_\_

**NEW BUSINESS**  
**AGENDA ITEM #4**  
**Ordinance to Amend Title 4 Chapter 4 Building and Utility Codes regarding Gas Code**  
**in the Paris Municipal Code**

Review of our municipal code regarding the Gas Code and consultation with the P-HC Public Utility District uncovered a couple of issues that need to be added or updated. The following ordinance, presented for your consideration, contains a sentence regarding the prohibition of O-ring compression fittings as well as updated fees. The Residence fee is being raised from \$10 to \$15 and the Commercial fee from \$15 to \$25. These fees have not been raised since 2008.

**ORDINANCE NO. 1293**

AN ORDINANCE to Amend 4-401, 4-402, 4-404, 4-407, Delete 4-408, and Enact 4-409 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 5, Chapter 1506 of the Paris Municipal Code shall be amended as follows:

A. That 4-401. Modifications. of the Paris Municipal Code be amended by deleting “2012” in the first sentence and replacing with “2018” as the following thereof:

**A. 4-401. Gas Code Adopted.** Pursuant to authority granted by T.C.A. 6-54-501 et seq. and for the purposes of regulating the installation of consumer gas piping and gas appliances, ~~2012~~ **2018** International Fuel Gas Code is hereby adopted and incorporated by reference as a part of this code and shall hereinafter be referred to as the “Gas Code”. (Ord. #395, 02/21/68; Ord. #415, 04/11/70; Ord. #420, 04/09/70; Ord. #679, 03/03/88; Ord. #738, 08/17/90; Ord. #864, 10/06/94; Ord. #934, 06/02/98; Ord. #1063, 9/7/06; Ord. #1082, 2/7/08, Ord. # 1135, 04/05/12). (**Ord. #1293, \_\_\_/\_\_\_/\_\_\_**).

B. That 4-402. Modifications. of the Paris Municipal Code be amended by inserting the following sentence in the last paragraph:

**B. 4-402. Modifications.**

QUALIFIED INSTALLING AGENCY Installation and replacement of consumer’s gas piping or gas appliances and repair of consumer’s gas appliances shall be performed only by or under the immediate supervision of a “qualified agency.” By the term “qualified agency” is meant an individual who has been licensed by the municipality as being qualified to install, replace, repair, connect and service gas piping and appliances in accordance with the gas code. No such license shall be issued to any applicant therefore until he has been examined and found to be qualified by the board of examiners; has paid an annual license fee of \$25.00; and, has filed with the municipality evidence of a public liability bond or insurance policy in the sum of \$50,000.00 to cover any deaths, injuries, losses, or damages caused by negligent, inadequate, imperfect or defective work done by the agency while acting in the scope and course of its employment. (Ord. #541, 03/06/80).

311 – TEST OF PIPING FOR TIGHTNESS Before any system of consumer’s gas piping is finally put in service, it shall be carefully tested to assure that it is gas tight. Where any part of the system is to be enclosed or concealed, this test should precede the work of closing in. To test for tightness, the piping shall be filled with air or inert gas, but not with any other gas or liquid.

In no case shall oxygen ever be used. Gas piping shall withstand a pressure of at least sixty (60) PSIG for a period of not less than twenty (20) minutes without showing any drop in pressure, but never less than twice the maximum pressure to which the piping will be subjected in operation, for a period of not more than twenty (20) minutes without showing any drop in pressure. (Ord. #541, 03/06/80).

**O-ring compression “Mega press” style fittings are not allowed. (Ord. #1293, \_\_\_/\_\_\_/\_\_\_).**

B. That 4-404. Gas Permit Required. of the Paris Municipal Code be amended by deleting the word “or” after the phrase "fixture within the municipality” following thereof:

- C. **4-404. Gas Permit required.** No property owner shall cause or permit, nor shall any person make any service connection, install, modify, or change any gas piping or any gas appliance or fixture within the municipality ~~or~~ and its gas service territory until the person proposing to do the work shall have first obtained a permit therefore from the municipality. (Ord. #314, Sec. 6, 02/10/59, modified). (Ord. # 1293, \_\_\_/\_\_\_/\_\_\_\_\_).
  
- C. That 4-407. Fees. of the Paris Municipal Code be amended by deleting in its entirety and substituting the following thereof:
  - D. **4-407. Fees.** Applications for gas permits and inspections shall be made on suitable forms provided by the gas inspector. Fees for permits and inspections shall be paid by the installer and shall accompany the application in accordance with the following schedule:
    - (1) Residence.....\$15.00
    - (2) Commercial & Industrial.....\$25.00
  
- (Ord. # 541, Section 4-407, 03/06/80). (Ord. # 1293, \_\_\_/\_\_\_/\_\_\_\_\_).
  
- D. That 4-408. Board of Examiners. of the Paris Municipal Code be amended by deleting 4-408. Board of Examiners. in its entirety. (Ord. # 1293, \_\_\_/\_\_\_/\_\_\_\_\_).
  
- E. That 4-409. Install Qualifications. of the Paris Municipal Code be enacted as the following thereof:
  - E. **4-409. Install Qualifications.** Qualified agency shall hold a CMC, CMC-C, or CMC-A state contractor’s license. Installers must be approved and listed on the city installers list. The city may revoke its approval of any “qualified agency” which fails to comply with the letter and spirit of this chapter and the gas code. A list of licensed gas line installers will be kept on file with the City recorder.

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 \_\_\_\_\_.

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

\_\_\_\_\_  
 Mayor

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

**NEW BUSINESS  
AGENDA ITEM #5  
2023 Property Tax Rate Ordinance (First Reading)**

The current property tax rate is \$.80 per \$100 of assessed value. The following ordinance is being presented with a suggested \$0.15 increase to make the property tax rate for 2023 \$0.95. Some of the issues driving this suggestion include: four new positions – Downtown Police Officer, HR Director, Stormwater Director & Sanitation/Customer Service Manager; \$1.2M for paving; inflation.

**ORDINANCE NO. 1294**

AN ORDINANCE Fixing the Property Tax Rate and Providing  
for the Date and Condition of Payment for the Year 2023.

BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that the following shall be the property tax rate and conditions by which they may be paid for the year 2023.

**SECTION 1.** A tax of \$ 0.95 per hundred dollars (\$100) of assessed valuation on all taxable property, real and personal, within the corporate limits of the City of Paris, be and hereby is levied for the use of the City of Paris, Tennessee, for the taxable year of 2023.

**SECTION 2.** All taxes on property, both real and personal, shall be due and payable upon the effective date of this ordinance and shall become delinquent on the first (1<sup>st</sup>) day of March, 2024. In the event that payment is not made before March 1, 2024, the amount of said tax will become delinquent and a penalty of one and one-half percent (1.5%) for each month thereafter for twelve months upon all taxes remaining shall be imposed by the City and paid into the City Treasury.

**SECTION 3.** All ordinance and parts of ordinances or resolutions in conflict with this ordinance are hereby repealed.

**SECTION 4.** This ordinance shall take effect on the first day of October 1, 2023.

Passed and adopted June 8, 2023.

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

\_\_\_\_\_  
Mayor

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

**NEW BUSINESS  
AGENDA ITEM #6  
FY 2024 Proposed Budget Ordinance (First Reading)**

The following proposed FY 2024 Budget Ordinance is submitted for your consideration. Items of interest include:

- A 5.3% COLA for all employees.
- An increase of \$200,000 to the paving budget to bring it to \$1,200,000.
- Four new full-time positions: a Downtown Police Officer, a HR Director, a Stormwater Director and a Sanitation / Customer Service Manager. There are also a few salary adjustments to compensate for additional responsibilities.
- Eight different grant projects including new signalization in downtown (2 grants), replacement of the Rison Street bridge, a home repair/replace program, a signalization & sidewalk project along Tyson/Mineral Wells, a signalization and sidewalk project along Royal Oak / Fairgrounds and drainage projects. Total matching dollars for these grants are \$213,000.
- \$1M in ARPA/SLFRF spending (money was received in the two previous fiscal years).

Currently, the budget shows expenditures will exceed revenues in the General Fund by \$756,079, but if we subtract the \$1M in ARPA/SLFRF funds to be spent during FY '24 we are in the black by \$243,921.

In the Landfill there is a planned surplus of \$26,873.

There is a budgeted deficit in the Sanitation Fund of \$232,228. The planned increase to the minimum cost to access the Transfer Station should help close the gap but an inflationary increase in operational costs may necessitate a fee increase in the future. The Sanitation Fund has a very healthy fund balance so we are not suggesting a fee increase at this time.

**ORDINANCE NO. 1295**

AN ORDINANCE OF THE CITY OF PARIS, TENNESSEE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with the information required by that state statute and that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the City Commission shall not make any appropriations in excess of estimated available

funds except to provide for an actual emergency threatening the health, property or life of the inhabitants of the City of Paris; and

WHEREAS, the City Commission has published the annual operating budget in a newspaper of general circulation not less than ten (10) days prior to the meeting when the City Commission will consider final passage of the budget; and

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PARIS, TENNESSEE AS FOLLOWS:

SECTION 1. The City Commission of the City of Paris does adopt the following revenue schedule for fiscal Year 2024:

	<u>2022 Actual</u>	<u>2023 Budgeted</u>	<u>2024 Proposed</u>
Property Taxes	\$1,690,653	\$1,727,000	\$2,087,500
Sales Tax (State & Local)	\$7,133,902	\$7,298,500	\$7,890,000

SECTION 2. The City of Paris City Commission does hereby adopt the following estimate of revenues, estimated unencumbered fund balances, and expenditures:

Fund	General			Sanitation		
	FY 2022 Audited	FY 2023 Budget	FY 2024 Proposed	FY 2022 Audited	FY 2023 Budget	FY 2024 Proposed
<b>Revenues</b>						
Local Taxes	\$9,952,872	\$10,022,950	\$10,903,750			
State of TN	1,902,860	1,776,800	3,135,750			
Federal Government	431,729	871,480	2,311,500			
Other Sources	1,977,026	3,926,273	2,219,800	1,772,995	1,675,400	1,785,300
<b>Total Revenues</b>	<b>\$14,264,487</b>	<b>\$16,597,503</b>	<b>\$18,570,800</b>	<b>\$1,772,995</b>	<b>\$1,675,400</b>	<b>\$1,785,300</b>
<b>Expenditures</b>						
Salaries	5,588,738	\$5,914,810	\$6,346,692	\$498,260	\$507,940	\$565,841
Other	8,145,707	10,351,672	12,980,187	1,100,837	1,720,357	1,451,687
<b>Total Expenditures</b>	<b>13,734,445</b>	<b>\$16,266,482</b>	<b>\$19,326,879</b>	<b>\$1,599,097</b>	<b>\$2,228,298</b>	<b>\$2,017,528</b>
Beginning Fund Balance	\$5,673,177	\$6,203,219	\$6,534,240	\$3,509,509	\$3,675,203	\$3,122,306
Ending Fund Balance	\$6,203,219	\$6,534,240	\$5,778,161	\$3,675,203	\$3,122,306	\$2,890,078
No. of FTE Employees	113	113	113	9	10	10



Fund	Landfill		
	FY 2022 Audited	FY 2023 Budget	FY 2024 Proposed
<b>Revenues</b>			
Local Taxes			
State of TN			
Federal Government			
Other Sources	261,068	271,450	261,550
<b>Total Revenues</b>	<b>\$261,068</b>	<b>\$271,450</b>	<b>\$261,550</b>
<b>Expenditures</b>			
Salaries	\$52,602	\$52,490	\$58,005
Other	159,197	162,915	176,673
<b>Total Expenditures</b>	<b>\$211,799</b>	<b>\$215,405</b>	<b>\$234,677</b>
Beginning Fund Balance	\$249,970	\$298,573	\$354,618
Ending Fund Balance	\$298,573	\$354,618	\$381,491
No. of FTE Employees	2	1	1

Fund	Drug			Cemetery		
	FY 2022 Audited	FY 2023 Budget	FY 2024 Proposed	FY 2022 Audited	FY 2023 Budget	FY 2024 Proposed
<b>Revenues</b>						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$56,023	\$42,050	\$43,550	\$734	\$700	\$1,000
<b>Total Revenues</b>	<b>\$56,023</b>	<b>\$42,050</b>	<b>\$43,550</b>	<b>\$734</b>	<b>\$700</b>	<b>\$1,000</b>
<b>Expenditures</b>						
Salaries						
Other	\$78,434	\$75,300	\$49,500	\$1,514	\$10,000	\$9,000
<b>Total Expenditures</b>	<b>\$78,434</b>	<b>\$75,300</b>	<b>\$49,500</b>	<b>\$1,514</b>	<b>\$10,000</b>	<b>\$9,000</b>
Beginning Fund Balance	\$172,351	\$149,940	\$116,690	\$352,733	\$351,953	\$342,653
Ending Fund Balance	\$149,940	\$116,690	\$110,740	\$351,953	\$342,653	\$334,653
No. of FTE Employees	0	0	0	0	0	0

SECTION 3. The City Commission of the City of Paris accordingly appropriate from the estimate of revenues and unencumbered fund balances the following amounts for Fiscal Year 2024 (July 1, 2023 through June 30, 2024) the following amounts as set forth above:

General Fund	\$25,285,040
Sanitation	4,907,606
Landfill	616,168
Drug Fund	160,240
Cemetery Fund	343,653
<b>Total All Funds</b>	<b>\$31,312,707</b>

SECTION 4. The City Commission acknowledges the following indebtedness on behalf of the City:

**CITY OF PARIS SCHEDULE OF OUTSTANDING DEBT  
FISCAL YEAR 2024 DEBT SERVICE PAYMENT**

	Authorized & Unissued	Outstanding	Payment Fund	Principal	Interest	Total Debt Service
<b>GO BONDS</b>						
Energy Cons Bond 2017	0	1,955,000	General	130,000	10,202	\$140,202
TML Bond Series 2020	0	740,000	General	94,000	14,068	\$108,068
<b>TOTAL BONDS</b>	<b>\$0</b>	<b>\$2,695,000</b>		<b>\$224,000</b>	<b>\$24,270</b>	<b>\$248,270</b>

SECTION 5. For Fiscal Year 2024, the following capital projects as proposed:

Project	Proposed Appropriation Amount	By Debt
STBG for Signal Replacement	\$676,500	\$0
Rison St. Bridge Replacement	\$650,000	\$0
2022 TA Grant for Sidewalks	\$50,000	\$0
2020 Multimodal Access Grant	\$860,000	\$0
2022 Multimodal Access Grant	\$300,000	\$0
ARPA / TDEC WII Grant	\$950,000	\$0

SECTION 6. A detailed financial plan will be attached to this budget and become part of this budget ordinance.

SECTION 7. All encumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 8. This ordinance shall take effect July 1, 2023, the public welfare requiring it.

\_\_\_\_\_  
Mayor

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

**NEW BUSINESS  
AGENDA ITEM #7**

**Resolution to Apply for Federal Funds From USDA**

In preparation for potential new municipal facilities the following Resolution is presented for your consideration. Per previous discussions, USDA offers the City the best option for issuance of bonded debt at a current interest rate of 3.75% for 40 years. The passage of this resolution would lock in that rate so that it would not go higher as long as we close the issue in the next five years. Additionally, the resolution contains a "not to exceed" amount of \$30M. This amount should be sufficient for our needs but does not obligate us in any way to use all or any of this amount.

**RESOLUTION NO. 1683  
TO APPLY FOR FEDERAL ASSISTANCE**

**WHEREAS**, the Board of Commissioners of the City of Paris intends to apply for and accept a Community Facility Loan and/or Grant to be administered by the United States Department of Agriculture Rural Development (USDA RD) herein called the Government in an amount not to exceed \$30 million dollars under the terms offered by the Government. The purpose of said funds is to assist in the construction of municipal facilities. Furthermore, the City of Paris Board of Commissioners is hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such financial assistance; and to operate the facilities under the terms offered by the government.

**BE IT FURTHER RESOLVED THAT**, the City of Paris Board of Commissioners will issue a General Obligation Bond in the amount of the loan as collateral for the project.

**IN WITNESS WHEREOF**, the Board of Commissioners of the City of Paris has duly adopted this resolution and caused to be executed by the Mayor on this 8<sup>th</sup> day of June, 2023.

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**(SEAL)**

**Attest:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**NEW BUSINESS  
AGENDA ITEM #8**

**Consideration of Reappointment of Michael Murphey to the Paris Utility Authority Board  
of Directors**

Paris Utility Authority Board member Michael Murphey's current term is set to expire on June 30, 2023. The PUA Board is seeking the approval of Mr. Murphey's reappointment. Per their by-laws, Mr. Murphey's reappointment was approved at their May meeting and is now being presented to you for your approval.

**STATUS OF VARIOUS PROJECTS  
June 2023**

	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	
HOME Grant	Morris/Foster	2024	House #1 is close to final inspection. Construction on house #2 is about 25% complete. House #3 is currently on hold. We are waiting until the first two are complete to see how much money is left.
Back Alley Paris	Foster/Morris/ Ray	June 2023	The painting of the second 100 years of our bicentennial is complete. A ribbon cutting is being scheduled for mid-June.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2024	Submitted final ROW plans to TDOT. Still waiting on responses from the following agencies for the in-house re-eval: historic & NAC.
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. A utility coordination meeting was held May 24. There are a lot of utility issues in the construction area that will have to be worked through.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2024	Preliminary ROW plans submitted to TDOT and comments from TDOT have started being received. Traffic management plan has been submitted.
2021 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Fall 2025	TLM is working on the final NEPA document (SDC form) to submit to TDOT. Preliminary grading plan is 95% complete.
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2026	TLM has submitted the NEPA documents, initial studies and the Section 106 LP agency templates to TDOT.
TDEC Water Infrastructure Improvement (WII) Grant	Foster	Spring 2026	Hydraulic modeling has begun. Meeting held between staff and TDEC consultants on June 1 to make sure the City knows how to administer the grant.
Downtown Improvement Grant	Morris/Crouch/Foster	Fall 2023	Of the originally approved projects that did not get funded, two are still interested in moving forward with their projects. They are now working to get quotes and get their projects started. We are hoping to have both additional projects complete by the end of July so we can apply for the next round of grant funds.
Municipal Facilities Project	Foster	Dependent on Direction	Staff approved TLM to continue to the Design & Development phase with 3 facility projects (Fire, Police, & City Hall).

**Notes from the City Manager:**

- None