

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



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

**CITY OF PARIS, TENNESSEE
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING AGENDA**

**CITY HALL COURTROOM
June 23, 2020
12:00 P.M.**

SPECIAL CALLED MEETING

PUBLIC HEARING

- 1.) **Ordinance to Amend 4-101 et. Seq, 4-201, 4-203, 7-201 and 7-205 with regard to Codes Revision**
- 2.) **Ordinance to delete Appendix C-G of the Paris Municipal Code**
- 3.) **2020 Property Tax Rate Ordinance**
- 4.) **FY 2021 Budget Ordinance**

Call to Order: Carlton Gerrell, Mayor

Roll Call: Traci Shannon, Finance Director

Pledge of Allegiance and Prayer

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

OLD BUSINESS

- 1.) **Ordinance to Adopt Updated Building and Fire Codes:** Kim Foster, City Manager
- 2.) **Ordinance to Repeal Appendices C, D, E, F & G Relating to the BPU:** Kim Foster, City Manager
- 3.) **2020 Property Tax Rate Ordinance:** Kim Foster, City Manager
- 4.) **FY 2021 Proposed Budget Ordinance:** Kim Foster, City Manager

NEW BUSINESS

- 1) **Report on Debt Obligation:** Kim Foster, City Manager

OLD BUSINESS AGENDA ITEM NO. 1

Ordinance to Adopt Updated Building and Fire Codes

The State Fire Marshall requires that both Building Inspection and Fire Departments operate under a recognized and acceptable set of codes that govern the construction and maintenance of buildings to insure life safety. We have chosen to adopt the International Building Codes and the NFPA 1 Uniform Fire Code with Life Safety Code 101. The version each department is currently operating under is the 2012 version of each of these codes. We should not be operating under a code older than 7 years. The following ordinance brings us up to date and into compliance by adopting the 2018 versions of each code and was passed on first reading at the June 4th regular meeting.

Ordinance No. 1255

AN ORDINANCE
to Amend 4-101 *et seq.* 4-201, 4-203, 7-201, and 7-205 of the Paris
Municipal Code

SECTION 1. Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that 4-101 *et seq.*, 4-201, 4-203, 7-201, and 7-205 of the Paris Municipal Code be amended as follows:

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

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

4-102. Modifications. The following modifications of the Codes adopted in 4-101 are hereby enacted:

A. Whenever the code refers to the “Chief Appointing Authority” or the “Chief Administrator,” it shall be deemed to be a reference to the City Manager of the municipality. When the “Building Official” or “Director of Public Works” is named it shall, shall, for the purpose of the code, mean such person as the City Manager shall have appointed or designated to administer and enforce the provisions of the building code.

B. The provisions of the 2018 International Residential Code requiring automatic fire sprinkler systems for one and two family dwellings shall be deleted and not be enforced.

C. Where the 2018 International Building Codes reference the 2018 International Fire Code, the relevant provisions of the 2018 NFPA Uniform Fire Code shall be substituted. (Ord. #_____, ___/___/20).

4-103. Required Permits, Permit Fees, Inspection Fees. The following permits are required together with a permit and/or inspection fee as set out herein below:

- A. A building or sign permit, issued by the Building Inspector, shall be required. Permit fees are as follows:

<u>Project Cost</u>	<u>Permit Fee</u>
0 - \$100.00	No Charge
\$101.00 - \$2,000.00	\$10.00
\$2,001.00 - \$15,000.00	\$20.00
\$15,001.00 - \$50,000.00	\$50.00
\$50,001.00 - \$100,000.00	\$100.00
\$100,001.00 - \$500,000.00	\$200.00
\$500,001.00 - \$1,000,000.00	\$400.00
\$1,000,001.00 - \$2,000,000.00	\$800.00
Add an additional \$200.00 for each million dollar value over \$2,000,000.00	

- B. Inspection fees. An inspection fee shall be charged by the Building Inspector for any project for which a permit has been issued as follows:

RESIDENTIAL per project Up to \$1,000,000.00	\$25.00
COMMERCIAL per project Up to \$1,000,000.00	\$50.00

ANY project over \$1,000,000.00 \$100.00

- C. Moving Permit. A permit shall be required for the moving of any building or structure. The permit fee shall be \$100.00.
- D. Demolition Permit. A permit for the demolition of any building or structure shall be required. The permit fee shall be \$100.00.
- E. Grading Permit. A permit for any grading work for a building site shall be required. The permit fee shall be \$100.00.
- F. Where work for which a permit is required by this code is started or proceeded with prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein. (Ord. # 612, 08/02/84; Ord. # 677, 02/04/88; Ord # 1063, 9/7/06; Ord. # _____, ____/____/20).

4-104. Copies of Codes Available. Pursuant to the requirements of T.C.A. 6-54-502, one (1) copy of the Codes listed above with modifications have been placed on file with either the City Recorder or the Building Inspector and shall be kept there for the use and inspection of the public. (Ord. # _____, ____/____/20).

4-105. Violations. It shall be unlawful for any person to violate or fail to comply with any provisions of the building code as herein adopted by reference and modified. (Ord. # _____, ____/____/20).

B. That 4-201 of the Paris Municipal Code be amended by deleting the phrase “2012” from 4-201 and substituting instead the phrase “2018” (Ord. #679, 3/03/88; Ord. #738, 08/17/90; Ord. #864, 10/06/94; Ord. #934, 06/02/98; Ord. #1063, 09/07/06; Ord. #1082, 02/07/08; Ord.#1135, 04/05/12; Ord. # _____, ____/____/20).

C. That 4-203 of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

4-203. Copies of Codes Available. Pursuant to the requirements of T.C.A. 6-58-502, one (1) copy of the Codes listed above with modifications have been placed on file with either the City Recorder or the Building Inspector and shall be kept there for the use and inspection of the public. (Ord. # _____, ____/____/20).

D. That 7-201 of the Paris Municipal Code be amended by deleting the phrase “2012 NFPA 1 Uniform Fire Code (UFC) with the exception of Section 5000” from 7-201 and substituting instead the phrase: “2018 NFPA 1 Uniform Fire Code with Life Safety Code 101, EXCLUDING Building Code 5000”. Ord. # _____, ____/____/20).

E. That 7-205 of the Paris Municipal Code be amended by deleting the phrase “2012” from 7-205 and substituting instead the phrase, “2018”. (Ord. # _____, ____/____/20).

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 June 4, 2020.

Passed and adopted June 23, 2020.

Mayor

Finance Director

OLD BUSINESS
AGENDA ITEM NO. 2
Ordinance to Repeal Appendices C, D, E, F & G Relating to the BPU

The appendices referenced in the following ordinance all relate to rate structures and regulations associated with the Board of Public Utilities. With the formation of the Paris Utility Authority as an independent entity these appendices are no longer needed as part of the City of Paris' Municipal Code. The following ordinance will remove them. This too was passed on first reading at the June 4th regular meeting.

Ordinance No. 1256

AN ORDINANCE
to Repeal Appendix C, Appendix D, Appendix E, Appendix F, and
Appendix G of the Paris Municipal Code

SECTION 1. Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that the Paris Municipal Code be amended as follows:

- (A) That Appendix C. Board of Public Utilities – Electric Service & Meter Installations, is hereby repealed.
- (B) That Appendix D. Board of Public Utilities Rules and Regulations Governing the Use of Sanitary Sewers and Connection Thereto, is hereby repealed.
- (C) That Appendix E. Board of Public Utilities Rules and Regulations Governing the Use of the Water System and Connections Thereto, is hereby repealed.
- (D) That Appendix F. Board of Public Utilities Sewer Use Rules and Regulations, is hereby repealed.
- (E) That Appendix G. Board of Public Utilities Rules and Regulations for Fats, Oils, and Grease Management, is hereby repealed.

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 June 4, 2020.

Passed and adopted June 23, 2020.

Mayor

Finance Director

OLD BUSINESS
AGENDA ITEM NO. 3
2020 Property Tax Rate Ordinance

The following ordinance reflects the 2020 property tax rate that was passed on first reading at the June 4 regular meeting. Since we did not have the final certified / equalized rate from the State you chose to pass the same rate as 2019 of \$0.77. We now have the final rate from the State based on the recent reappraisal, it is \$0.7119.

Ordinance No. 1257

AN ORDINANCE Fixing the Property Tax Rate and Providing for
the Date and Condition of Payment for the Year 2020.

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 2020.

SECTION 1. A tax of \$.77 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 2020.

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 (1st) day of March, 2021. In the event that payment is not made before March 1, 2021, 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 and collected 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, 2020.

Passed and adopted June 4, 2020.

Passed and adopted June 23, 2020.

Mayor

Finance Director

OLD BUSINESS
AGENDA ITEM NO. 4
FY 2021 Proposed Budget Ordinance

The following proposed FY 2021 Budget Ordinance is submitted for your consideration. Items of interest include:

- A .5% COLA for all employees.
- An 8.4% increase in the cost of healthcare premiums.
- A 5% decrease in all sales and gas taxes due to anticipated results of the current pandemic.
- \$754,735 in capital purchases city-wide; the most significant purchases being a new tri-axel dump truck in the amount of \$155,000 and 7 new police vehicles in the amount of \$287,000. This will complete our transition to a take home fleet.
- Six different grant projects including the splash pad, sidewalks in the HCHS & Rhea area, new signalization in downtown (2 grants), replacement of the Rison Street Bridge, and tourism enhancement including upgrades and paving around the Eiffel Tower.
- An additional dispatcher in the Emergency Communications Dept. This additional employee will allow for a better balance of supervision and better service in what is now a centralized dispatch center for the entire community.

ORDINANCE NO. 1254

AN ORDINANCE OF THE CITY OF PARIS, TENNESSEE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

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 2021:

	2019 Actual	2020 Budgeted	2021 Proposed
Property Taxes	\$1,373,072	\$1,490,000	\$1,469,000
Sales Tax (State & Local)	\$5,661,993	\$5,700,000	\$5,400,000

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 2019 Audited	FY 2020 Budget	FY 2021 Proposed	FY 2019 Audited	FY 2020 Budget	FY 2021 Proposed
Revenues						
Local Taxes	\$8,168,589	\$8,317,750	\$8,054,250			
State of TN	1,629,328	1,955,000	1,460,000			
Federal Government	680,875	656,500	323,500			
Other Sources	1,769,352	2,826,793	6,414,139	1,530,896	1,510,400	1,575,400
Total Revenues	\$12,248,145	\$13,756,043	\$16,251,889	\$1,530,896	\$1,510,400	\$1,575,400
Expenditures						
Salaries	\$4,986,341	\$5,178,638	\$5,281,564	\$398,650	\$440,131	\$445,161
Other	6,778,555	8,570,518	11,388,583	908,010	1,102,260	1,058,510
Total Expenditures	\$11,764,897	\$13,749,157	\$16,670,147	\$1,306,660	\$1,542,391	\$1,503,671

Beginning Fund Balance	\$3,258,155	\$3,741,403	\$3,748,289	\$2,982,870	\$3,207,107	\$3,175,115
Ending Fund Balance	\$3,741,403	\$3,748,289	\$3,330,031	\$3,207,107	\$3,175,115	\$3,246,845
No. of FTE Employees	108	109	109	8	9	10

Fund	Landfill		
	FY 2019 Audited	FY 2020 Budget	FY 2021 Proposed
Revenues			
Local Taxes			
State of TN			
Federal Government			
Other Sources	223,375	226,950	197,450
Total Revenues	\$223,375	\$226,950	\$197,450
Expenditures			
Salaries	\$45,323	\$45,649	\$46,496
Other	157,706	172,230	128,787
Total Expenditures	\$203,029	\$217,879	\$175,283
Beginning Fund Balance	\$677,098	\$697,444	\$706,515
Ending Fund Balance	\$697,444	\$706,515	\$728,682
No. of FTE Employees	2	1	1

Fund	Drug			Cemetery		
	FY 2019 Audited	FY 2020 Budget	FY 2021 Proposed	FY 2019 Audited	FY 2020 Budget	FY 2021 Proposed
Revenues						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$83,574	\$63,075	\$68,050	\$935	\$700	\$1,000
Total Revenues	\$83,574	\$63,075	\$68,050	\$935	\$700	\$1,000
Expenditures						
Salaries						
Other	\$81,460	\$94,600	\$100,900	\$6,241	\$17,000	\$17,000
Total Expenditures	\$81,460	\$94,600	\$100,900	\$6,241	\$17,000	\$17,000
Beginning Fund Balance	\$159,364	\$161,478	\$129,953	\$357,231	\$351,925	\$335,625
Ending Fund Balance	\$161,478	\$129,953	\$97,103	\$351,925	\$335,625	\$319,625
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 2021 (July 1, 2020 through June 30, 2021) the following amounts as set forth above:

General Fund	\$20,000,178
Sanitation	4,750,515
Landfill	903,965
Drug Fund	198,003
Cemetery Fund	336,625
Total All Funds	\$26,189,286

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

**CITY OF PARIS SCHEDULE OF OUTSTANDING DEBT
FISCAL YEAR 2021 DEBT SERVICE PAYMENT**

	Authorized & Unissued	Outstanding	Payment Fund	Principal	Interest	Total Debt Service
LOAN AGREEMENTS						
RDA Loan 2012	0	297,917	Economic	137,500	0	137,500
TOTAL LOANS	\$0	\$297,917		\$137,500	\$0	\$137,500
GO BONDS						
TML Bond Series 2012	\$0	\$423,740	General	\$107,000	\$16,920	\$123,920
TML Bond Series 2015	0	1,215,000	General	260,000	30,400	290,400
Energy Cons Bond 2017	0	2,345,000	General	130,000	10,202	140,202
TML Bond Series 2019	1,000,000	1,000,000	General	82,000	34,524	116,524
TOTAL BONDS	\$0	\$4,983,740		\$579,000	\$92,046	\$671,046

SECTION 5. For Fiscal Year 2021, the following capital projects as proposed:

Project	Proposed Appropriation Amount	By Debt
Tourism Enhancement	\$43,000	\$0
Signal Replacement	\$143,000	\$0
Rison St. Bridge Replacement	\$1,301,000	\$0
TA Grant for Sidewalks	\$250,000	\$0
LPRF Grant for Splash Pad	\$93,000	\$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, 2020, the public welfare requiring it.

Mayor

Finance Director

**NEW BUSINESS
AGENDA ITEM NO. 1
Report on Debt Obligation**

The Comptroller's Office requires that within 45 days of issuance of any debt obligation by a municipality, it must report that obligation to the Office of State and Local Finance. Following is a report reflecting the debt obligation incurred by the City of Paris in connection with a USDA Rural Development bond issue for the benefit of the Paris Utility Authority. Staff requests the following motion:

"I move that, having reviewed the report regarding the debt obligation of the City of Paris issued June 04, 2020, the City Commission approves the report as submitted and that notice of this approval be forwarded to the State of TN Office of State and Local Finance."

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:	
Name:	CITY OF PARIS, TENNESSEE
Address:	100 North Caldwell Paris, Tennessee 38242
Debt Issue Name:	Water Revenue and Tax Bond, Series 2018
<small>if disclosing initially for a program, attach the form specified for updates, indicating the frequency required.</small>	
2. Face Amount: \$ 7,200,000.00	
Premium/Discount:	\$ _____
3. Interest Cost: 1.3750 % <input checked="" type="checkbox"/> Tax-exempt <input type="checkbox"/> Taxable	
<input type="checkbox"/> TIC <input checked="" type="checkbox"/> NIC	
Variable: Index _____ plus _____ basis points; or	
Variable: Remarketing Agent _____	
Other: _____	
4. Debt Obligation:	
<input type="checkbox"/> TRAN <input type="checkbox"/> RAN <input type="checkbox"/> CON	
<input type="checkbox"/> BAN <input type="checkbox"/> CRAN <input type="checkbox"/> GAN	
<input checked="" type="checkbox"/> Bond <input type="checkbox"/> Loan Agreement <input type="checkbox"/> Capital Lease	
<small>if any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Division of Local Government Finance ("DLGF").</small>	
5. Ratings:	
<input checked="" type="checkbox"/> Unrated	
Moody's _____	Standard & Poor's _____ Fitch _____
6. Purpose:	
<input type="checkbox"/> General Government _____ %	BRIEF DESCRIPTION
<input type="checkbox"/> Education _____ %	_____
<input checked="" type="checkbox"/> Utilities 100.00 %	Water system improvements and extensions
<input type="checkbox"/> Other _____ %	_____
<input type="checkbox"/> Refunding/Renewal _____ %	_____
7. Security:	
<input type="checkbox"/> General Obligation	<input checked="" type="checkbox"/> General Obligation + Revenue/Tax
<input type="checkbox"/> Revenue	<input type="checkbox"/> Tax Increment Financing (TIF)
<input type="checkbox"/> Annual Appropriation (Capital Lease Only)	<input type="checkbox"/> Other (Describe): _____
8. Type of Sale:	
<input type="checkbox"/> Competitive Public Sale	<input type="checkbox"/> Interfund Loan _____
<input type="checkbox"/> Negotiated Sale	<input checked="" type="checkbox"/> Loan Program <u>USDA Rural Development</u>
<input type="checkbox"/> Informal Bid	
9. Date:	
Dated Date: 06/04/2020	Issue/Closing Date: 06/04/2020

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

12. Recurring Costs:

No Recurring Costs

	AMOUNT (Basis points/s)	FIRM NAME (If different from #11)
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	_____	_____
Other	_____	_____

13. Disclosure Document / Official Statement:

None Prepared

EMMA link _____ or

Copy attached

14. Continuing Disclosure Obligations:

Is there an existing continuing disclosure obligation related to the security for this debt? Yes No

Is there a continuing disclosure obligation agreement related to this debt? Yes No

If yes to either question, date that disclosure is due Annually, June 30th

Name and title of person responsible for compliance Traci Shannon, Finance Director

15. Written Debt Management Policy:

Governing Body's approval date of the current version of the written debt management policy 11/03/2011

Is the debt obligation in compliance with and clearly authorized under the policy? Yes No

16. Written Derivative Management Policy:

No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy? Yes No

17. Submission of Report:

To the Governing Body: on _____ and presented at public meeting held on _____

Copy to Director, Division of Local Govt Finance: on _____ either by:

Mail to: _____ OR Email to: LGF@cot.tn.gov

Cordell Hull Building
25 Fifth Avenue North, 4th Floor
Nashville, TN 37243-3400

18. Signatures:

	AUTHORIZED REPRESENTATIVE	PREPARER
Name	<u>Carlton Gerrell</u>	<u>Lillian M. Blackshear</u>
Title	<u>Mayor</u>	<u>Member</u>
Firm	<u>City of Paris</u>	<u>Bass, Berry & Sims PLC</u>
Email	<u>cgerrell@cityofparistn.gov</u>	<u>lblackshear@bassberry.com</u>
Date	<u>06/04/2020</u>	<u>06/04/2020</u>