

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 SPECIAL CALLED MEETING AGENDA**

**CITY HALL COURTROOM
June 28, 2023
12:00 P.M.**

****SPECIAL CALLED MEETING****

Public Hearing

- 1.) FY 2023-2024 Property Tax Rate Ordinance (Second Reading)
- 2.) FY 2023-2024 Budget Ordinance (Second Reading)
- 3.) Ordinance to Amend Title 4 Chapter 4 Building and Utility Codes regarding Gas Code in the Paris Municipal Code (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 Meeting: June 13, 2023 – Regular Meeting

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: None

OLD BUSINESS

- 1.) **FY 2023-2024 Property Tax Rate Ordinance (Second Reading):** Kim Foster, City Manager
- 2.) **FY 2023-2024 Proposed Budget Ordinance (Second Reading):** Kim Foster, City Manager
- 3.) **Ordinance to Amend Title 4 Chapter 4 Building and Utility Codes regarding Gas Code in the Paris Municipal Code (Second Reading):** Kim Foster, City Manager

NEW BUSINESS

- 1.) None

Adjournment

OLD BUSINESS AGENDA ITEM #1 2023 Property Tax Rate Ordinance (Second Reading)

The current property tax rate is \$.80 per \$100 of assessed value. Per your direction at our June 13th meeting, the following ordinance reflects a \$.10 cent increase in value from our current rate at \$.80 cents.

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 \$0.90 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 (1st) 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 July 1, 2023.

Passed and adopted June 13, 2023.

Passed and adopted June 28, 2023.

Mayor

Finance Director

OLD BUSINESS
AGENDA ITEM #2
FY 2024 Proposed Budget Ordinance (Second 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 **\$858,579**, but if we subtract the \$1M in ARPA/SLFRF funds to be spent during FY '24 we are in the black by \$141,421.

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

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
Revenues						
Local Taxes	\$9,952,872	\$10,022,950	\$10,801,250			
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
Total Revenues	\$14,264,487	\$16,597,503	\$18,468,300	\$1,772,995	\$1,675,400	\$1,785,300
Expenditures						
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
Total Expenditures	13,734,445	\$16,266,482	\$19,326,879	\$1,599,097	\$2,228,298	\$2,017,528
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	\$5,675,661	\$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
Revenues			
Local Taxes			
State of TN			
Federal Government			
Other Sources	261,068	271,450	261,550
Total Revenues	\$261,068	\$271,450	\$261,550
Expenditures			
Salaries	\$52,602	\$52,490	\$58,005
Other	159,197	162,915	176,673
Total Expenditures	\$211,799	\$215,405	\$234,677
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
Revenues						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$56,023	\$42,050	\$43,550	\$734	\$700	\$1,000
Total Revenues	\$56,023	\$42,050	\$43,550	\$734	\$700	\$1,000
Expenditures						
Salaries						
Other	\$78,434	\$75,300	\$49,500	\$1,514	\$10,000	\$9,000
Total Expenditures	\$78,434	\$75,300	\$49,500	\$1,514	\$10,000	\$9,000
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	\$25,002,540
Sanitation	4,907,606
Landfill	616,168
Drug Fund	160,240
Cemetery Fund	343,653
Total All Funds	\$31,030,207

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
GO BONDS						
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
TOTAL BONDS	\$0	\$2,695,000		\$224,000	\$24,270	\$248,270

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

**OLD BUSINESS
AGENDA ITEM #3**

**Ordinance to Amend Title 4 Chapter 4 Building and Utility Codes regarding Gas Code
in the Paris Municipal Code (Second Reading)**

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 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, 06/28/2023).

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, 06/28/2023).

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, not 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, 06/28/2023).

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, 06/28/2023).

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, 06/28/2023).

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 June 13, 2023.

Passed and adopted June 28, 2023.

Mayor

Finance Director