

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



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

**CITY OF PARIS, TENNESSEE
BOARD OF COMMISSIONERS REGULAR MEETING AGENDA**

**CITY HALL COURTROOM
January 4, 2018
5:00 P.M.**

REGULAR MEETING

Call to Order: Carlton Gerrell, Mayor

Roll Call: Traci Shannon, Finance Director

Pledge of Allegiance and Prayer

Approval of the Minutes of Previous Meetings: Regular Meeting – December 7, 2017

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: None

OLD BUSINESS

1.) Rezoning Request for 807 E. Wood Street from R-2M to B-1: Jennifer Morris, Community Development Director

2.) Rezoning Request for 246 Memorial Drive from B-1 to TRB: Jennifer Morris, Community Development Director

3.) Rezoning Request for 600 Russell Street from M-2 to B-1: Jennifer Morris, Community Development Director

NEW BUSINESS

- 1. **Financial Update:** Traci Shannon, Finance Director
- 2. **Appointments to Boards:** Carlton Gerrell
- 3. **Proposed Ordinance to Amend 2-206 regarding Restrictions on Licenses:**
Kim Foster, City Manager

Various Projects Updates: Kim Foster, City Manager

Adjournment

**OLD BUSINESS
AGENDA ITEM NO. 1**

Rezoning Request for 805 E. Wood Street from R-2M to B-1 (Second Reading)

Mr. Robert Swayne submitted a request for rezoning of his property at 807 E. Wood Street from R-2M to B-1. At your referral, the Municipal Regional Planning Commission has considered this request and recommends that not only the request be granted, but that three additional lots on the same block as Mr. Swayne's be rezoned to B-1 as well. This ordinance is presented for first reading. This ordinance was presented and approved for first reading at the December 2017 meeting.

ORDINANCE NO. 1219

AN ORDINANCE to Amend Title 11, Chapter 104 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:

Title 11, Chapter 104, Section B, identifying, "The Official Zoning Map of Paris, Tennessee," as adopted, is amended as follows:

That the following described property be zoned B-1, same being currently zoned R-2:

Known as the following:
Tax Assessor's Map 106B, Group G, Parcel 2.0, 3.0, 4.0 & 5.0
(See Attached Exhibit "A")

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 passage of final adoption.

Passed and adopted _____, 2017.

Passed and adopted _____, 2017.

Mayor

Finance Director

OLD BUSINESS
AGENDA ITEM NO. 2
Rezoning Request for 246 Memorial Drive from B-1 to TRB (Second Reading)

Mr. Mike Garner Currently owns a piece of property located at 246 Memorial Drive. Mr. Garner has requested a rezoning of this property from B-1 to TRB. The property currently has a house which is used as a residence. A potential buyer who wants the property to remain residential was unable to secure financing the way the property is currently zoned. At your referral, the Municipal Regional Planning Commission has considered this request and recommends the portion of the lot facing Memorial Drive be rezoned to TRB, the back portion of the lot to remain R-1M. Mr. Garner intends to have the lot subdivided to match the zoning division. This ordinance is presented for first reading. This ordinance was presented and approved for first reading at the December 2017 meeting.

ORDINANCE NO. 1220

AN ORDINANCE to Amend Title 11, Chapter 104 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:

Title 11, Chapter 104, Section B, identifying, "The Official Zoning Map of Paris, Tennessee," as adopted, is amended as follows:

That the following described property fronting on Memorial Drive be rezoned from B-1 to TRB and the portion of this property facing Fairview Street be rezoned from R-1M and B-1 to R-1M as shown on the attached Exhibit "A":

Known as the following:
Tax Assessor's Map 106N, Group F, Parcel 21.0
(See Attached Exhibit "A")

SECTION 2. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

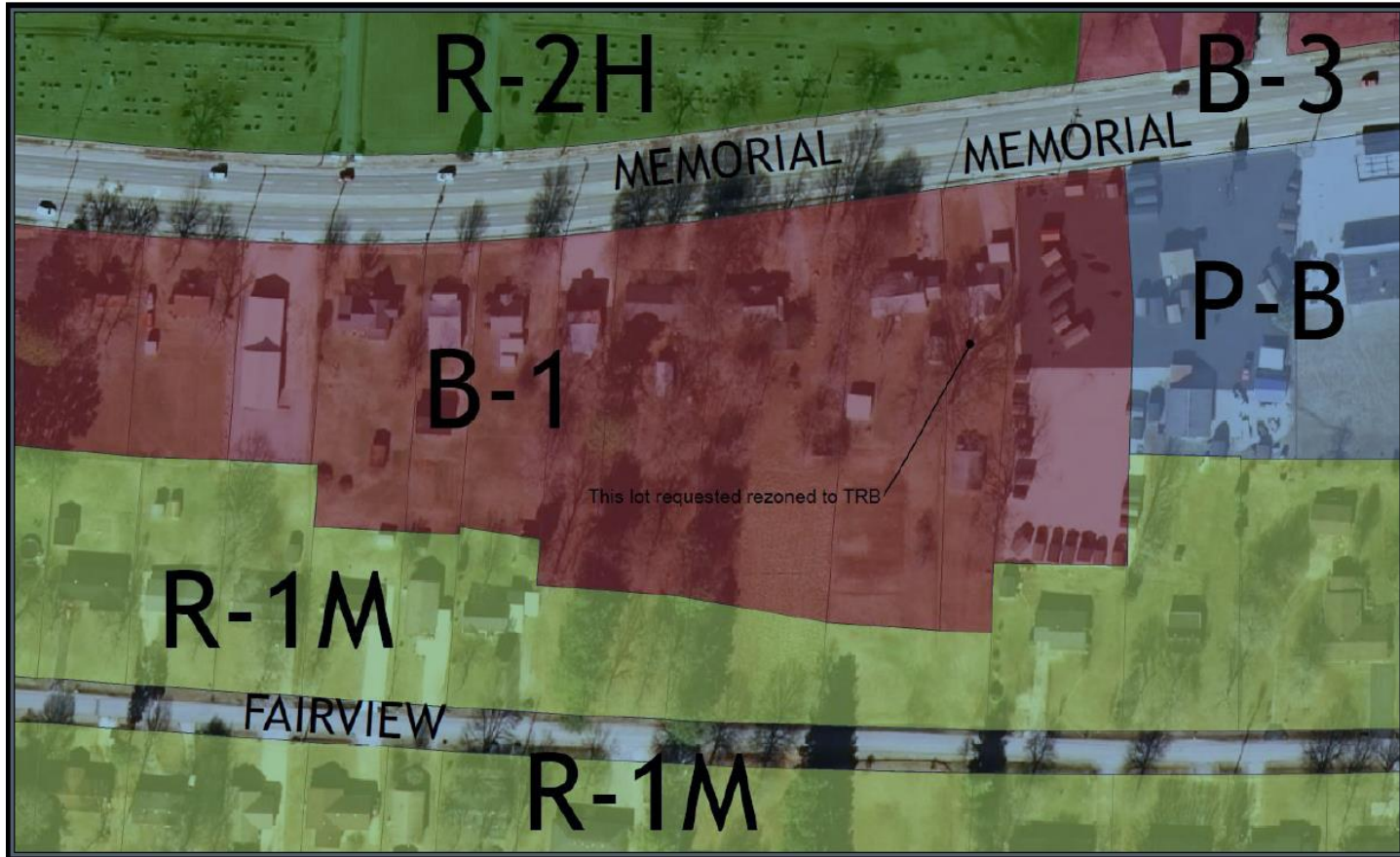
SECTION 3. This ordinance shall take effect on and after passage of final adoption.

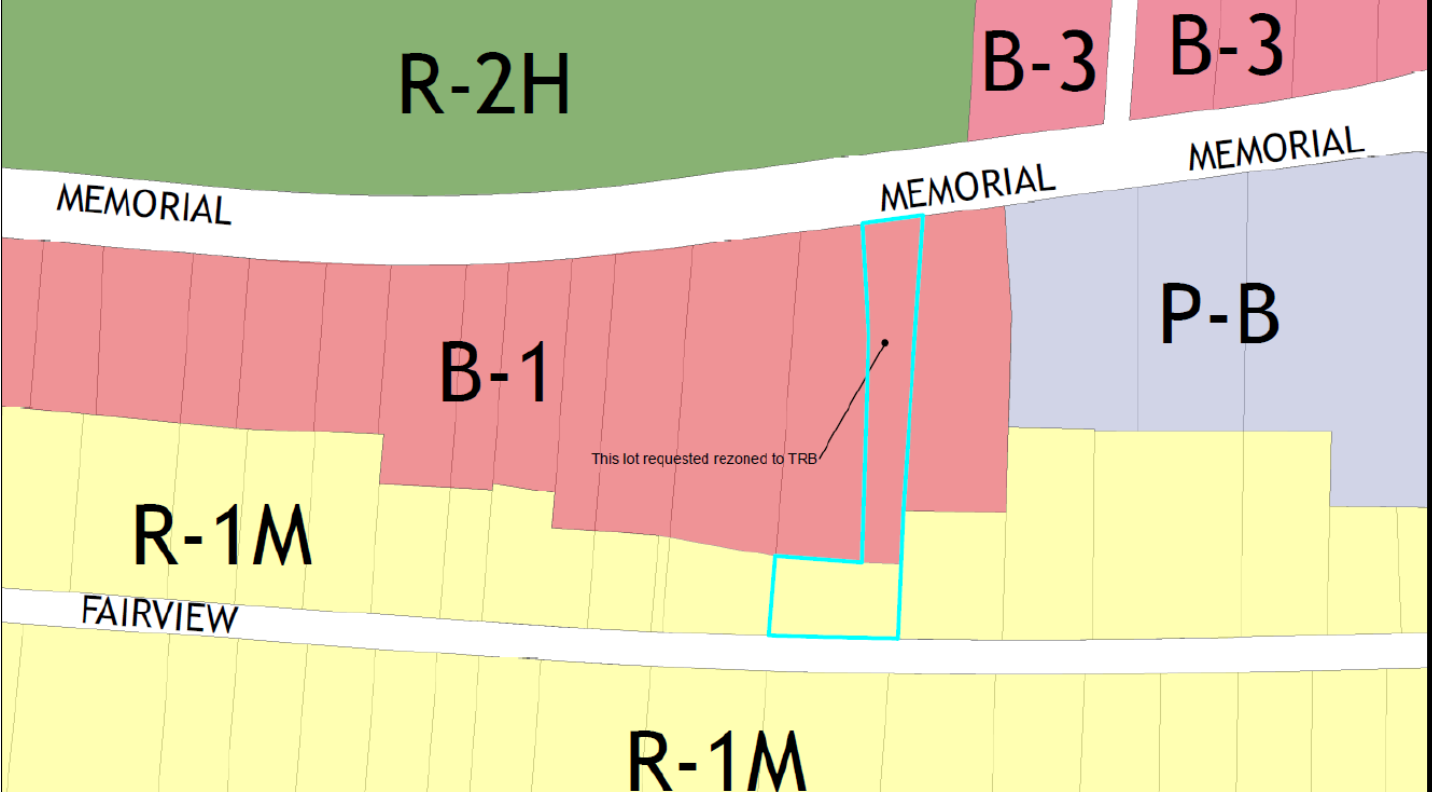
Passed and adopted _____, 2017.

Passed and adopted _____, 2017.

Mayor

Finance Director





OLD BUSINESS AGENDA ITEM NO. 3
Rezoning Request for 600 Russell Street from M-2 to B-1 (Second Reading)

Mr. Harlan Crawford currently owns a piece of property located at 600 Russell St. Mr. Troy Crawford is requesting a rezoning of this property from M-2 to B-1. The property currently is vacant. As a potential buyer, Mr. Troy Crawford wants to develop the property for retail sales. At your referral, the Municipal Regional Planning Commission has considered this request and recommends that the property be rezoned to B-1. This ordinance was presented and approved for first reading at the December 2017 meeting.

ORDINANCE NO. 1221

AN ORDINANCE to Amend Title 11, Chapter 104 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:

Title 11, Chapter 104, Section B, identifying, "The Official Zoning Map of Paris, Tennessee," as adopted, is amended as follows:

That the following described property be zoned B-1, same being currently zoned M-2:

Known as the following:
Tax Assessor's Map 106O, Group B, Parcel 3.00
(See Attached Exhibit "A")

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 passage of final adoption.

Passed and adopted _____, 2017.

Passed and adopted _____, 2017.

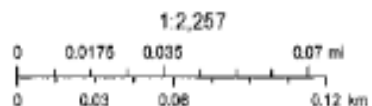
Mayor

Finance Director:

Henry County - Parcel: 106O B 003.00



Date: November 15, 2017
County: Henry
Owner: REYNOLDS BROS OIL CO INC
Address: RUSSELL ST 600
Parcel Number: 106O B 003.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of Imagery: 2012



TN Comptroller - CLG
Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, WRCA,
Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand),
Navtecnica, MGCC, © OpenStreetMap contributors, and the GIS User
Community

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

NEW BUSINESS
AGENDA ITEM NO.1
Financial Update

We are continuing the trend we've been fortunate to have this year with our retail sales. The month of October showed an increase of 7.41% compared to October of last year and we have an increase of 6.07% for the fiscal year to date.

General Fund and Solid Waste revenues were ahead of expenditures in November and for the fiscal year to date. We did spend \$135K on a new Dump Truck for the Street Department. We also purchased five out of the seven Police vehicles, however that expense was off-set from receipt of funds from the capital outlay note.

Our first two months of property tax collections are up 28% compared to the first two months in 2015 & 2016. This is partly due to the property tax increase this year. We should receive approximately \$180K more in tax revenue overall compared to the last two years.

Other Business:

We had one part-time employee to leave the Animal Shelter and one new hire for replacement.

We issued four business licenses in November: One due to new ownership (Edward Jones Co.). The other three are listed as follows: Brisha Salon & Boutique, Roaming Beat Box, Venture Construction (Contractor for McDonald's Remodel)

**MONTHLY OPERATING STATEMENT
NOVEMBER 2017**

REVENUES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,365,000	110,939	277,622	20.34%
Local Option Sales Tax	4,561,000	397,846	1,981,477	43.44%
Wholesale Liquor / Beer	775,000	52,214	325,098	41.95%
Business Tax	360,000	5,590	28,614	7.95%
Fees & Licenses	164,700	37,119	76,444	46.41%
In Lieu Payments	860,250	88,895	365,257	42.46%
Grants	1,164,400	148,796	228,791	19.65%
State Shared taxes	1,552,800	107,319	672,821	43.33%
Proceeds-2015 Multi-Purpose Bond	450,000	21,534	324,820	72.18%
All Other	1,743,150	342,705	758,862	43.53%
Total General Fund Revenue	12,996,300	1,312,957	5,039,805	38.78%
Solid Waste Collection - BPU	1,235,000	105,948	514,413	41.65%
Solid Waste Disposal - Transfer	185,000	19,108	91,394	49.40%
Solid Waste Disposal - Brush	130,000	15,903	69,360	53.35%
Refuse Disposal Chgs - County	40,000	0	0	0.00%
Other (Tires/Recycle/Disc.)	2,500	48	1,650	66.01%
Total Solid Waste/Landfill	1,592,500	141,007	676,817	42.50%
Total Drug Fund	49,000	5,919	51,991	106.10%
TOTAL REVENUES	14,637,800	1,459,883	5,768,613	39.41%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	218,832	10,832
Solid Waste/Landfill	28,424	50,624
Drug Fund	5,444	36,817

EXPENDITURES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	229,422	27,892	35,458	15.46%
General Administration	377,717	18,847	146,052	38.67%
Economic Development	140,558	11,527	57,296	40.76%
Financial Administration	290,724	31,223	123,951	42.64%
City Hall Building	92,457	7,281	40,642	43.96%
Police Department	2,107,239	341,489	998,038	47.36%
Downtown Parking	20,780	1,204	7,756	37.33%
Emergency Communications	871,516	53,611	241,842	27.75%
Fire Department	1,682,397	132,072	659,617	39.21%
Building Inspection	98,701	5,410	47,860	48.49%
Street Maintenance	1,595,751	249,157	788,824	49.43%
State Street Aid	325,000	1,307	288,867	88.88%
Storm Water Drainage	68,457	3,178	23,707	34.63%
Street Lighting	208,200	18,469	98,668	47.39%
City Garage	312,582	21,892	131,077	41.93%
Cemetery Maintenance	56,601	1,588	32,352	57.16%
Health & Animal Control	127,999	12,294	60,305	47.11%
Civic Center	532,428	36,348	208,647	39.19%
Parks & Recreation	1,046,593	61,047	450,866	43.08%
Library	155,670	25,945	77,835	50.00%
Community Development	1,780,000	11,014	426,497	23.96%
Debt Service	639,320	21,331	82,816	12.95%
General Fund Expenditures	12,760,112	1,094,125	5,028,973	39.41%
Refuse Collection	665,540	55,787	281,096	42.24%
Contractual Services	450,000	43,978	215,201	47.82%
Landfill	301,890	12,819	129,896	43.03%
Total Solid Waste	1,417,430	112,583	626,193	44.18%
Total Drug Fund	73,366	475	15,174	20.68%
TOTAL EXPENDITURES	14,250,908	1,207,183	5,670,340	39.79%

**CITY OF PARIS, TENNESSEE
RETAIL SALES**

	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>% Incr(Decr)</u>
JULY	\$24,708,444	\$25,320,292	\$27,448,780	\$27,236,322	\$29,124,687	6.93%
AUGUST	\$24,462,464	\$26,406,849	\$26,395,078	\$26,842,574	\$28,523,828	6.26%
SEPTEMBER	\$24,928,640	\$26,453,764	\$28,353,058	\$28,795,120	\$29,895,359	3.82%
OCTOBER	\$24,450,137	\$25,020,809	\$26,933,939	\$26,630,740	\$28,604,595	7.41%
NOVEMBER	\$24,858,456	\$26,337,947	\$26,614,076	\$28,012,769		
DECEMBER	\$31,005,408	\$32,420,735	\$34,198,562	\$36,351,387		
JANUARY	\$21,495,329	\$23,009,885	\$22,789,434	\$24,536,880		
FEBRUARY	\$24,572,900	\$23,295,076	\$25,750,142	\$24,888,226		
MARCH	\$26,710,508	\$27,326,289	\$30,192,335	\$30,924,608		
APRIL	\$25,907,395	\$28,122,156	\$27,950,237	\$29,151,285		
MAY	\$27,256,406	\$27,902,318	\$27,736,226	\$29,293,200		
JUNE	<u>\$27,400,649</u>	<u>\$29,311,861</u>	<u>\$30,539,077</u>	<u>\$32,057,233</u>		
TOTAL	<u>\$307,756,736</u>	<u>\$320,927,982</u>	<u>\$334,900,945</u>	<u>\$344,720,344</u>	<u>\$116,148,468</u>	
Previous YTD % Increase/Decrease		4.28%	4.35%	2.93%	6.07%	

**NEW BUSINESS
AGENDA ITEM NO. 2
Appointments to Boards**

None

**NEW BUSINESS
AGENDA ITEM NO. 3
Proposed Ordinance to Amend 2-206 regarding Restrictions on Licenses**

Periodically the topic of restrictions currently associated with our beer licenses for potential businesses in close proximity (150 feet or less) to a church, school, public playground, or park is discussed and debated among staff. Usually it is revisited when we think there is a possibility of a restaurant in our downtown. Because of the mixed use of our downtown which includes several churches and a park, the restrictions on our beer license relating to proximity seem counterproductive to our desire for a restaurant in our downtown. Staff is proposing for your consideration a change to our current ordinance which would remove the proximity restriction for **restaurants only**.

ORDINANCE NO. _____

AN ORDINANCE to Amend 2-206. **Restrictions on Licenses**, 9 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 2-206. **Restrictions on Licenses**, 9 of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

9. An applicant whose place of business is one hundred fifty (150) feet or less from a church, school, public playground, or park. This distance is to be measured in a straight line from the closest point from building to building, or in the case of a public playground or park, from the closest point of the applicant's building to the closest point in the nearest property line of the public playground or park. Provided, however, in the B-2 Zone as shown on the zoning map of the City of Paris, the provisions of this section shall not apply to any licensed premises deriving fifty five percent (55%) of its gross revenue from non-alcohol related sales. For the purposes of this section, non-alcohol related sales shall be defined as the sale of food or non-alcoholic beverages. Non-alcohol related sales shall not include any admission fee, parking fee, cover charge, or other charge that must be paid for entry on or to the premises, or any fee or charge for any sales of commodities other than food or non-alcoholic beverages.

Provided further, however, that any business established prior to the effective date of this Ordinance may be continued. When a business not conforming with the provisions of this section is discontinued or abandoned for a period of one hundred eighty (180) consecutive days, then no application for a business not in conformance with the provisions of this section shall thereafter be approved (Ord. # 559, 6/4/81; Ord. # 674, 1/7/88; Ord. # 749, 04/04/90; Ord. # _____, _____ / _____ / 18).

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 _____.

Passed and adopted _____.

Mayor

Finance Director

STATUS OF VARIOUS PROJECTS
January 2018

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	NOTES
HOME Grant	Morris/Foster	2018	Contractor bids were opened mid-November and a local contractor was the low bidder. He has started work on the first house. When the repairs to this house are about 60% complete the grant administrator will start the evaluation process on the next 6 or 7 houses on the priority list.
Back Alley Paris	Foster/Morris/Ray(DPA)	On-Going	We were not awarded the Delta Regional Authority grant. We will continue this project with the Art Builds Communities grant that we have been awarded. We are also talking to TVA about partnering with us to paint a history of KY Lake in alley #2 on the BPU building wall.
City Hall Renovations	Foster/Elizondo	March 2018	Renovation work began on Dec. 18 and is in full swing beginning with the meeting room, the bathrooms adjacent to the business office, and Building and Codes and Planning offices. The project is progressing as expected.
Preserve Paris	Foster/Morris	On-Going	We will soon begin formulating plans for a Clean Sweep Day in the Spring. We would love suggestions for where the next event should be located, as well as any ideas for building on or improving our current program.
Demolitions	Foster/Brown	On-Going	There were no demolition permits issued in the month of December. Properties from the recent tax sale that are eligible for a shortened redemption period have not been released.
Tourism Enhancement Grant	Foster/Morris	Fall 2017	A few finishing touches will be completed by the end of December. A ribbon cutting is planned for Thursday, January 4th at 11:00.
ADA Compliance	Foster/Morris/Rock	On-Going	We have contracted with TLM Associates to compile our ADA Transition Plan. We have also communicated our progress and plans to TDOT to meet their 2017 requirement.
Energy Efficiency Project with Trane	Foster	2018	Other than a few minor things, the transition of all energy efficiency upgrades to city facilities is complete. The transition of street lights is almost 50% complete. There are several individual lights with issues, and they are being addressed. Our overall experience with Trane on this project has been very positive.
TN ECD Façade Grant	Foster/Morris	Winter of 2018 if awarded	We are extremely pleased to announce that we have been awarded this grant in the amount of \$100,000! The environmental portion of the grant has been completed. We will be meeting with downtown property and business owner's mid-January to explain the application process.
Transportation Alternatives (TA) Grant	Foster/Morris	Fall 2019	We are working with TLM Associates on this project. The grant has been submitted, but awards will not be determined or announced until Summer 2018.
TN Access to Health Grant	Morris/Lawrence	Summer 2019	We submitted a letter of intent to apply for this grant to construct a low ropes course at Eiffel Tower Park extended. We have received notice that we have been invited to apply for the grant. We are working with TLM to complete the full grant application.