

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**

**Paris Henry County Chamber of Commerce
March 1, 2018
5:00 P.M.**

PUBLIC HEARING

Ordinance to Amend 2-206 of the Paris Municipal Code regarding Restrictions of Beer Licenses

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 – February 1, 2018

Board Will Hear Comments from Citizens

Board Will Hear Comments from the Commission

Service Resolutions and Proclamations: None

OLD BUSINESS

1.) Ordinance to Amend 2-206 regarding Restrictions on Beer Licenses (Second Reading): Kim Foster, City Manager

2.) Ordinance to Increase Amount of ABC Board Members (Second Reading):
Kim Foster, City Manager

3.) Ordinance to Amend 1-206 & 6-613 regarding an Increase to the Purchase Amount Requiring Bids (Second Reading): Kim Foster, City Manager

NEW BUSINESS

1. Financial Update: Traci Shannon, Finance Director

2. Appointments to Boards: Carlton Gerrell

3. Ordinance to Amend 1-201 and 1-204 of the Paris Municipal Code: Kim Foster, City Manager

4. Ordinance to Amend Title 11, Chapter 104 (Rezoning in B-2) (First Reading) Jennifer Morris, Community Development Director

5. Ordinance to Amend 11-912 and Enact 11-928 of the Paris Municipal Code (Mini Storage) (First Reading): Jennifer Morris, Community Development Director

6. Proposed Resolution to add Appendix L to the City of Paris Personnel Rules and Regulations regarding a Fire Dept. Reimbursement Agreement:
Kim Foster, City Manager

7. Resolution Regarding Municipal Election: Kim Foster, City Manager

8. Rezoning Request for D. Patel on Mineral Wells: Jennifer Morris, Community Development Director

Added 9. Resolution for West Tn. River Basin Authority: Kim Foster, City Manager

Various Projects Updates: Kim Foster, City Manager

Adjournment

OLD BUSINESS
AGENDA ITEM NO. 1
Proposed Ordinance to Amend 2-206 regarding Restrictions on Licenses
(Second Reading)

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**.

As was mentioned last month, this ordinance was referred to the Alcoholic Beverage Control Board for their recommendation. The ABC Board reviewed the proposed change at their regular meeting on January 18. After discussion they unanimously passed a motion to recommend passage of the ordinance with one change, they felt the proximity restriction should be lifted for restaurants in ALL City zones, not just the B-2 zone. They felt that by making the change only effective in the B-2 zone it would be perceived as showing favoritism to downtown. This ordinance was passed on first reading last month.

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, the provisions of this section shall not apply to any licensed premises deriving fifty five percent (55%), or more, 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

OLD BUSINESS
AGENDA ITEM NO. 2
Ordinance to increase amount of Alcoholic Beverage Control Board Members
(Second Reading)

Due to difficulties associated with achieving a quorum on this board which currently has only three members, staff is requesting a change that will increase the number of ABC Board members to five. This ordinance was passed on first reading last month.

ORDINANCE NO. _____

AN ORDINANCE to Amend 2-201 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 2-201 of the Paris Municipal Code be amended as follows:

- A. That the first paragraph of 2-201 of the Paris Municipal Code be amended by deleting the phrase "three (3)" wherever it appears in the first paragraph of 2-201 and substituting therefore, in each instance, the phrase "five (5)".
- B. That the second paragraph of 2-201 be amended by deleting the phrase "7:00" and substituting therefore the phrase "6:00".
- C. By amending the third paragraph of 2-201 by deleting the phrase "two (2)" and substituting therefore the phrase "three (3)".
(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

OLD BUSINESS
AGENDA ITEM NO. 3
Ordinance to Amend 1-206 & 6-613 regarding an Increase to the Purchase
Amount Requiring Bids
(Second Reading)

In May of 2017 the State Legislature gave municipalities the authority, by ordinance or resolution, to increase the threshold over which public advertisement and sealed competitive bids or proposals are required to an amount not to exceed \$25,000 for nonemergency, nonproprietary purchases. Our current ordinance reflects that this "not to exceed" amount is \$10,000. Staff requests that an ordinance be passed by caption to raise the City's "not to exceed" amount to \$25,000. This ordinance was passed on first reading last month.

ORDINANCE NO. _____

AN ORDINANCE to Amend 1-206 and 6-613 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 1-206 and 6-613 of the Paris Municipal Code be amended as follows:

- D. That 1-206 of the Paris Municipal Code be amended by deleting the phrase "\$10,000.00" from 1-206 and substituting therefore the phrase, "\$25,000.00" (Ord. # _____, _____ / _____ / 18).
- E. That 6-613 of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

6-613. **Purchases of more than \$10,000.00.**

- A. **Purchases of \$10,000.00 to \$25,000.00.** The purchase or procurement of supplies, materials, equipment, and/or services which do not exceed \$25,000.00 shall not require public advertisement and sealed competitive bids or proposals. Provided, however, at least three (3) written quotations shall be required whenever possible for purchases costing \$25,000.00 or less but more than \$10,000.00. Purchases of like items shall be totaled for purposes of the \$25,000.00 bid threshold.
- B. **Purchases of \$25,000.00 or more.** The purchase or procurement of supplies, materials, equipment, and/or services, which individually cost more than \$25,000.00, or if when normally procured in lots of two (2) or more during any fiscal year total more than \$25,000.00, shall be subject to competitive bidding AND public advertisement. Where possible, bids will be solicited from a minimum of three (3) suppliers using the following bidding procedures:
- (1) The manager of the department or activity requiring the purchase or procurement of such items shall submit details of the supplies, materials, equipment, and/or services to be obtained, to include technical specifications where necessary, to the city manager as purchasing agent for approval.
 - (2) Upon approval of the proposed purchase or procurement, the city manager or the city manager's designee shall prepare a written bid packet containing specifications, terms, conditions, and bid policy as may be applicable. Such bid packet shall be made available to all interested parties and a fee may be charged for such bid packet. A list of all bid packets issued shall be kept by the city business office.
 - (3) Bid proposals shall be returned as specified in the bid packet. Such proposals shall be docketed and shall be kept in the city business office until such time as is specified for opening. A record of the date, time, and return of all bids shall be kept.

- (4) All qualified bids, quotations, and/or proposals received in response to and advertisement and/or invitation to bid, shall at the time, date, and place specified in the public notice and/or solicitation of bids, be publicly opened at a meeting to be conducted by the city manager or the city manager's designee and the bid price announced. Any bid proposal that, on its face, fails to meet the bid requirements shall not be opened and shall be retained by the city. A minimum of two (2) officials of the city shall be present at all public bid openings. The appropriate official of the city shall record the minutes of all such public bid openings, which shall be filed with the appropriate procurement documentation.
- (5) The city manager or the city manager's designee shall evaluate all bids presented and review all bid documents for compliance with advertised specifications and the authorization of any procurement contracts to determine which bids meet the bid specifications. If the lowest bid is within the budgeted amount, as set by the Board of Commissioners, the city manager shall be allowed to enter into a contract with the successful bidder. If, in the opinion of the city manager there is a substantial reason to recommend other than the lowest bid, the city manager shall make such recommendation to the Board of Commissioners and the Board of Commissions may make such decision as necessary. In the event any acceptable bid or recommendation of the city manager is above the budgeted amount, the Board of Commissioners shall make a decision on award of any contract as they deem to be in the best interest of the city.
- (6) The city manager may reject any and all bids or recommend that noncompetitive contracts be entered into, pursuant to the provisions of T.C.A. 6-19-104.
- (7) With approval of the Board of Commissioners, the city manager shall be empowered to negotiate changes in bid specifications with the successful low bidder in order to comply with budget requirements or changed circumstances.

(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

**NEW BUSINESS
AGENDA ITEM NO.1
Financial Update**

Narrative to January 2018 Operating Statement

Retail sales for the month of December dropped 6.12% compared to December of last year. We had nine straight months of an increase. The last decrease in retail sales was for the month of February 2017. We are still ahead for the fiscal year-to-date 3.81%.

General Fund revenues exceeded expenditures in January and for the fiscal year-to-date. We did have several large expenses in January which included repairs to equipment and two new vehicles. We also had expenses for the City Hall renovation which is reimbursable from the bond.

Solid Waste revenues also were ahead of expenditures for the month of January and also for the fiscal year-to-date.

Other Business: We hired one part-time employee (seasonal-PHCBL) and one full-time Firefighter (Tucker Kail).

We had one full-time resignation: Tyrail Jackson (Patrolman)

We issued 16 business licenses in January.

Seven of which were renewals for the Minimal Activity License.

The remaining nine are listed as follows:

New Business: Decker Construction, J.G. Hughes Construction, TRS Construction, Farm Bureau Income Tax Service (New Tax Preparer), Express Taxi Inc, City Wireless dba Cricket Wireless, Veterans Maintenance

New Owner: The Closet

Additional Location: Jones Bros. Inc.

CITY OF PARIS, TENNESSEE
RETAIL SALES

	FY2014	FY2015	FY2016	FY2017	FY2018	% Incr(Decr)
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	\$30,217,664	7.87%
DECEMBER	\$31,005,408	\$32,420,735	\$34,198,562	\$36,351,387	\$34,125,568	-6.12%
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	\$27,400,649	\$29,311,861	\$30,539,077	\$32,057,233		
TOTAL	\$307,756,736	\$320,927,982	\$334,900,945	\$344,720,344	\$180,491,700	
Previous YTD % Increase/Decrease		4.28%	4.35%	2.93%	3.81%	

REVENUES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,365,000	159,557	769,675	56.39%
Local Option Sales Tax	4,561,000	402,135	2,764,280	60.61%
Wholesale Liquor / Beer	775,000	63,571	461,809	59.59%
Business Tax	360,000	12,567	46,682	12.97%
Fees & Licenses	164,700	1,885	86,387	52.45%
In Lieu Payments	860,250	88,843	514,455	59.80%
Grants	1,164,400	10,752	256,322	22.01%
State Shared taxes	1,552,800	104,508	879,869	56.66%
Proceeds-2015 Multi-Purpose Bond	450,000	0	324,820	72.18%
All Other	1,743,150	139,532	1,005,513	57.68%
Total General Fund Revenue	12,996,300	983,349	7,109,813	54.71%
Solid Waste Collection - BPU	1,235,000	103,269	720,759	58.36%
Solid Waste Disposal - Transfer	185,000	16,351	124,193	67.13%
Solid Waste Disposal - Brush	130,000	5,478	84,330	64.87%
Refuse Disposal Chgs - County	40,000	35,399	35,399	88.50%
Other (Tires/Recycle/Disc.)	2,500	147	2,227	89.06%
Total Solid Waste/Landfill	1,592,500	160,643	966,906	60.72%
Total Drug Fund	49,000	4,488	59,008	120.42%
TOTAL REVENUES	14,637,800	1,148,480	8,135,727	55.58%

EXPENDITURES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	229,422	67,578	115,528	50.36%
General Administration	377,717	25,250	196,254	51.96%
Economic Development	140,558	11,439	80,172	57.04%
Financial Administration	290,724	18,911	161,466	55.54%
City Hall Building	92,457	6,337	53,072	57.40%
Police Department	2,107,239	175,458	1,369,55	64.99%
Downtown Parking	20,780	1,487	10,658	51.29%
Emergency Communications	871,516	48,002	335,761	38.53%
Fire Department	1,682,397	115,776	931,538	55.37%
Building Inspection	98,701	4,881	57,561	58.32%
Street Maintenance	1,595,751	147,424	878,794	55.07%
State Street Aid	325,000	16,871	441,270	135.78%
Storm Water Drainage	68,457	2,140	34,482	50.37%
Street Lighting	208,200	32,812	147,579	70.88%
City Garage	312,582	25,545	175,992	56.30%
Cemetery Maintenance	56,601	431	33,214	58.68%
Health & Animal Control	127,999	12,246	83,338	65.11%
Civic Center	532,428	35,347	279,938	52.58%
Parks & Recreation	1,046,593	63,184	572,890	54.74%
Library	155,670	25,945	103,780	66.67%
Community Development	1,780,000	114,410	562,873	31.62%
Debt Service	639,320	16,487	115,392	18.05%
General Fund Expenditures	12,760,112	967,961	6,741,10	52.83%
Refuse Collection	665,540	44,004	364,450	54.76%
Contractual Services	450,000	40,344	291,907	64.87%
Landfill	301,890	32,772	177,108	58.67%
Total Solid Waste	1,417,430	117,120	833,465	58.80%
Total Drug Fund	73,366	7,159	25,272	34.45%
TOTAL EXPENDITURES	14,250,908	1,092,239	7,599,83	53.33%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	15,389	368,710
Solid Waste/Landfill	43,524	133,442
Drug Fund	(2,671)	33,736

**NEW BUSINESS
AGENDA ITEM NO. 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 Co. Library Board *Mayor w/Commission Approval (3 year term, limit of 2 terms)	Jackie Jones	Jackie Jones	March 2018	March 2021
Parks & Recreation Commission *Mayor Appointment (5 year term)	George Bass	George Bass	5/1/2018	5/1/2023

NEW BUSINESS
AGENDA ITEM NO. 3
Ordinance to Amend 1-201 and 1-204 of the Paris Municipal Code

When reviewing the Municipal Code for proposed changes, Mr. McLean, City Attorney, realized there are a couple of housekeeping items that need to be addressed. The first being our current meeting time, and the second being the number of readings required for passage of an ordinance. The following ordinance makes these correction to our Code.

ORDINANCE NO. _____

AN ORDINANCE to Amend 1-201 and 1-204 of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 1-201 and 1-204 of the Paris Municipal Code be amended as follows:

- A. That 1-201 be amended by deleting the phrase "6:00" from the provisions of 1-201 and substituting therefore the phrase "5:00". Ord. # _____, _____ / _____ / 18).
- B. That 1-204 be amended by deleting the phrase "all three (3)" from the provisions of 1-204 and substituting therefore the phrase "both". 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

NEW BUSINESS
AGENDA ITEM NO. 4
Ordinance to Amend Title 11, Chapter 104 (Rezoning in B-2) (First Reading)

For several months now the Planning Commission has been studying the zoning districts in and around the Downtown Central Business District. Currently most of the downtown area is B-2 (Central Business District). However, the outlying areas are not a good fit for this district classification. The Planning Commission, with the assistance of Staff and the City Attorney, are presenting a proposed rezoning for the downtown area. Basically, it was decided that any area that has on-street parking would remain in the core B-2 District. The outlying areas would become an alternate TRB, B-1 or B-3 Districts. Some of the areas that are truly residential will be blended into the adjacent residential areas.

ORDINANCE NO. _____

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 zoned B-2 be rezoned as follows:

- B-1 as shown on the composite Exhibit "A".
- B-3 as shown on the composite Exhibit "B"
- T-RB as shown on the composite Exhibit "C".
- R-3 as shown on the composite Exhibit "D".

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 _____.

Passed and adopted _____.

Mayor

Finance Director



EXHIBIT: "A"
PROPOSED B-1 DISTRICT

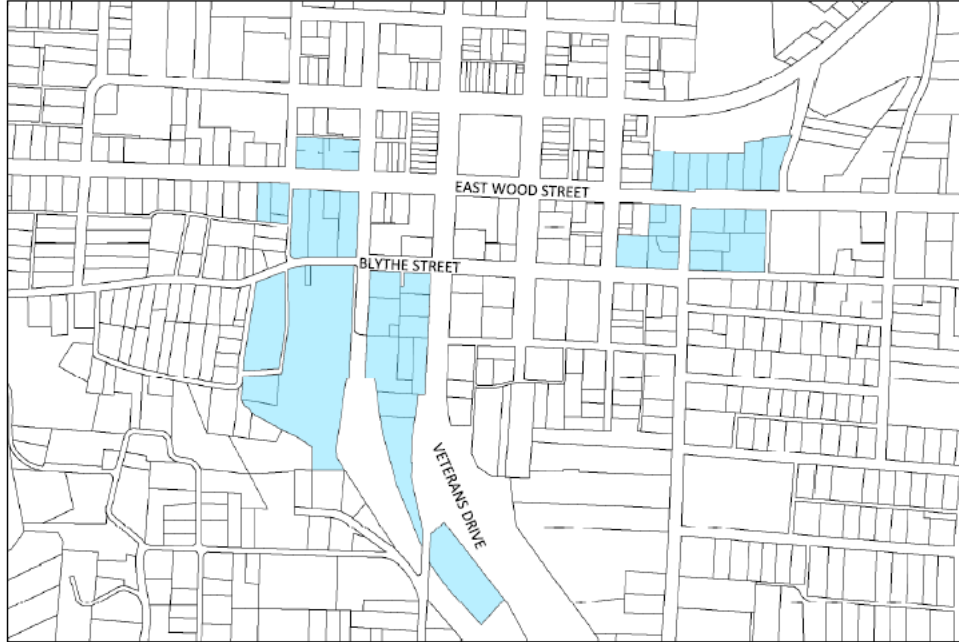


EXHIBIT: "B"
PROPOSED B-3 DISTRICT



EXHIBIT: "C"
PROPOSED TRB DISTRICT



EXHIBIT: "D"
PROPOSED R-3 DISTRICT

NEW BUSINESS
AGENDA ITEM NO. 5
Ordinance to Amend 11-912 and Enact 11-928 of the Paris Municipal Code
(Mini Storage) (First Reading)

Some time ago the City Commission referred a request for Self-Storage in the B-2 District to the Planning Commission for their recommendation. The Planning Commission is presenting to you an ordinance draft by City Attorney Fred McLean. The ordinance amends 11-912 to set standards for "outdoor" storage facilities. The Planning Commission determined a need to have two separate sections; one for outdoor developments and one for indoor developments. Attached is a copy of the proposed ordinance.

ORDINANCE NO. _____

AN ORDINANCE to Amend 11-912 and Enact 11-928 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 shall be amended as follows:

A. By deleting the current 11-912 in its entirety and substituting the following therefore:

11-912. Outdoor Self-Storage Facilities. A building or group of buildings designed with individual storage units that are accessed from the outdoors by way of a common vehicle circulation area. The following minimum requirements and standards shall apply:

- A. **Minimum Lot Size.** The minimum lot size shall be one-half (1/2) acre.
- B. **Setbacks and Yard Requirements.** All setbacks and yard requirements for the district where the development is located shall apply provided, however, that the maximum building coverage shall be fifty percent (50%). The remaining lot area may be used for driveways, parking and loading, fencing, screening, and landscaping. Provided, however, that outdoor self-storage facilities shall be prohibited in the B-2 Zone.
- C. **Landscaping, Fencing, and Screening.** As provided in Section 11-1700.
- D. **Onsite Circulation and Interior Driveways (for multi-building facilities).**
 - 1. There shall be a minimum of 25 foot separation between buildings.
 - 2. All driveways, parking, loading, and vehicle circulation areas shall be paved with concrete, asphalt, or asphalted concrete.
 - 3. Adequate bumper guards or fences shall be provided to prevent the extension of vehicles beyond the property lines of the development.
 - 4. Traffic direction and parking spaces shall be designated by signage or painted lines.
- E. **Office and Parking.** An office for rental of storage units is allowed. Such office space may not exceed 400 square feet per 25,000 square feet of rental space, excluding any bathroom facilities. There shall be adequate provision for parking associated with office traffic on site.

There shall be adequate provision for parking associated with storage space rental units. This parking requirement may be accomplished within the driveway or loading lanes as approved by the Planning Commission.
- F. **Uses Prohibited.** The use of the facility shall be established and maintained in accordance with all applicable State, Local, and Federal laws. In addition:
 - 1. Perishable items, trash, radioactive or toxic substances, garbage, refuse, explosives, or flammable materials, hazardous substances, animal carcasses or skins, or similar items shall not be stored.
 - 2. Keeping of animals in storage units is prohibited.
 - 3. The only activities permitted in individual storage units shall be the rental of the unit and the pick-up and deposit of goods and/or property in storage.

4. Storage units shall not be used for activities such as residences, offices, workshops, studios, hobby or rehearsal areas.
5. Manufacturing, fabrication, or processing of goods, services, or repair of vehicles, engines, appliances, electrical equipment, or any other repair and maintenance of personal property or any other industrial activity is prohibited.
6. Garage sales, yard sales, or estate sales from storage units are prohibited. Provided, however, this does not preclude auctions or sales by the landlord/owner of the development for the disposition of abandoned property, unclaimed property, or sales of property inside the storage unit by landlord/owner pursuant to the rental agreement with the tenant of the unit.
7. No separate dedicated utility connections for water, telephone, cable television, internet, or gas will be provided to individual units. Electrical outlets may be installed in individual storage units for use as permitted by the rental agreement.

B. By enacting the following as 11-928 of the Paris Municipal Code:

11-928. Indoor Self-Storage Facilities. Self-storage buildings designed to be entirely self-contained with no individual customer units accessed from the outside the structure. The following minimum requirements and standards shall apply:

- A. **Minimum Lot Size.** The minimum lot size shall be as required for the Zone where the development is proposed.
- B. **Setbacks and Yard Requirements.** All setbacks and yard requirements for the district where the development is located shall apply. The remaining lot area may be used for driveways, parking and loading, fencing, screening, and landscaping. Provided, however, that indoor self-storage facilities shall be prohibited in the B-2 Zone.
- C. **Landscaping, Fencing, and Screening.** As provided in Section 11-1700.
- D. **Building Development Standards.**
 1. No individual customer storage unit doors shall be placed on the exterior of the structure.
 2. An entry door to the structure shall be provided that allows access to storage areas. The individual storage areas shall only open on and provide access from the fully enclosed interior common loading areas of the structure.
 3. The interior of the storage structure shall be climate controlled.
- E. **Office and Parking.** An office for rental of storage units is allowed. Such office space may not exceed 400 square feet per 25,000 square feet of rental space, excluding any bathroom facilities. There shall be adequate provision for parking associated with office traffic on site. There shall be adequate provision for parking associated with storage space rental units.
- F. **Uses Prohibited.** The use of the facility shall be established and maintained in accordance with all applicable State, Local, and Federal laws. In addition:
 1. Perishable items, trash, radioactive or toxic substances, garbage, refuse, explosives, or flammable materials, hazardous substances, animal carcasses or skins, or similar items shall not be stored.
 2. Keeping of animals in storage units is prohibited.
 3. The only activities permitted in individual storage units shall be the rental of the unit and the pick-up and deposit of goods and/or property in storage.
 4. Storage units shall not be used for activities such as residences, offices, workshops, studios, hobby or rehearsal areas.
 5. Manufacturing, fabrication, or processing of goods, services, or repair of vehicles, engines, appliances, electrical equipment, or any other repair and maintenance of personal property or any other industrial activity is prohibited.
 6. Garage sales, yard sales, or estate sales from storage units are prohibited. Provided, however, this does not preclude auctions or sales by the landlord/owner of the development for the disposition of abandoned property, unclaimed property, or sales of property inside the storage unit by landlord/owner pursuant to the rental agreement with the tenant of the unit.
 7. No separate dedicated utility connections for water, telephone, cable television, internet, or gas will be provided to individual units. Electrical outlets may be installed in individual storage units for use as permitted by the rental agreement.

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

NEW BUSINESS
AGENDA ITEM NO. 6
Proposed Resolution to add Appendix L to the City of Paris Personnel Rules and Regulations regarding a Fire Dept. Reimbursement Agreement

Similarly to the resolution passed last month for the Police Dept., the following resolution would put into place a reimbursement agreement for training costs for the Fire Department.

RESOLUTION NO. _____

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 City Commission by Resolution before they shall have force and effect; and,

WHEREAS, the City Manager of the City of Paris, Tennessee has recommended to the City Commission that said Personnel Rules and Regulations be amended by enacting the following as **APPENDIX L** as follows:

APPENDIX L

Fire Department Training and Uniform Reimbursement Agreement

An applicant, if offered employment by the City of Paris Fire Department, shall execute an AGREEMENT FOR TRAINING AND UNIFORM REIMBURSEMENT Contract as follows:

AGREEMENT FOR TRAINING AND UNIFORM REIMBURSEMENT

I, _____, "Employee", agree that in consideration of my employment by the City of Paris Fire Department, "PFD", Employee will reimburse PFD for certain costs and expenses incurred by PFD as follows:

1. Employee understands and agrees that PFD will incur certain costs, including but not limited to uniform costs, equipment costs, medical examinations, transportation expense, and/or basic training. Employee agrees to repay this amount to PFD pursuant to certain terms and conditions as set out more fully hereinbelow.
2. Employee agrees to serve as a Firefighter with PFD for a period not less than thirty (30) months after completion of Employee's initial training at the Tennessee Fire Service and Codes Enforcement Academy or Employee's employment date if Employee is already a certified Firefighter.

3. In the event Employee voluntarily leaves employment with PFD during Employee's initial probationary period (twelve (12) months maximum), Employee will repay 100% of the initial Training Costs.
4. In the event Employee voluntarily resigns from PFD during the 18 months after the aforementioned probationary period Employee will repay to PFD the Training Costs on a prorated basis. For each month Employee is employed including completion of the initial probationary period the amount owed PFD will be reduced by one thirtieth (1/30).
5. Employee agrees that Employee's resignation, for whatever reason, shall be conclusive evidence that employee left employment with PFD voluntarily.
6. Employee understands that this Agreement does not constitute an Employment Contract. Employee understands that this Agreement does not grant Employee any rights or benefits from PFD and does not require PFD to offer Employee a position or modify the status of any probationary period for Employee.
7. Employee understands that PFD reserves the right, as Employer, to reassign, discipline, or terminate Employee in accordance with the City of Paris Personnel Rules and Regulations.
8. Employee agrees that if Employee completes the Tennessee Fire Service and Codes Enforcement Academy, or if Employee is presently a certified Firefighter, this Agreement does not alter or affect any other terms or conditions of Employee's employment with PFD.
9. Employee agrees that the City of Paris, in its sole discretion, may retain and deduct from Employee's last payroll check any amount due and payable to PFD and the City of Paris, to the extent allowed by law, to offset any amounts owed by employee pursuant to this Agreement.

Employee further agrees to repay to the City of Paris any additional amounts employee may owe pursuant to this Agreement at the time of Employee's resignation from PFD.

10. Employee agrees that if it becomes necessary for the City of Paris to enforce this contract and judgment is entered against Employee, Employee will pay all costs and expenses incurred by the City of Paris in enforcing this agreement, including reasonable attorney's fees.

Entered into this _____ day of _____, 20_____.

Employee

Fire Chief, Paris Fire Department

City Manager

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 _____ day of _____, 2018.

Mayor

Finance Director

NEW BUSINESS
AGENDA ITEM NO. 7
Resolution Regarding Municipal Election

This year we will need to hold an election for three City Commission seats currently held by Mayor Gerrell, Commissioner Tharpe, and Commissioner Griffith. The following Resolution directs the County Election Commission to hold the appropriate election.

RESOLUTION NO. _____

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee, have provided a procedure, pursuant to Ordinance No. 556, for the calling by the County Election Commission of municipal elections by passage of an appropriate resolution; and,

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee, hereby directs the County Election Commission to make the necessary arrangements for holding a municipal election for the election of three (3) commissioners for the City of Paris, Tennessee; and,

WHEREAS, the Board of Commissioners of the City of Paris, Tennessee, directs the County Election Commission to make the necessary arrangements for holding said election in a manner prescribed by statute on November 6, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the City of Paris, Tennessee, go on record, pursuant to Ordinance No. 556, as directing the County Election Commission to hold an election for the purpose of electing three (3) commissioners for the City of Paris, Tennessee said election to be held on November 6, 2018.

This the _____ day of _____ 2018.

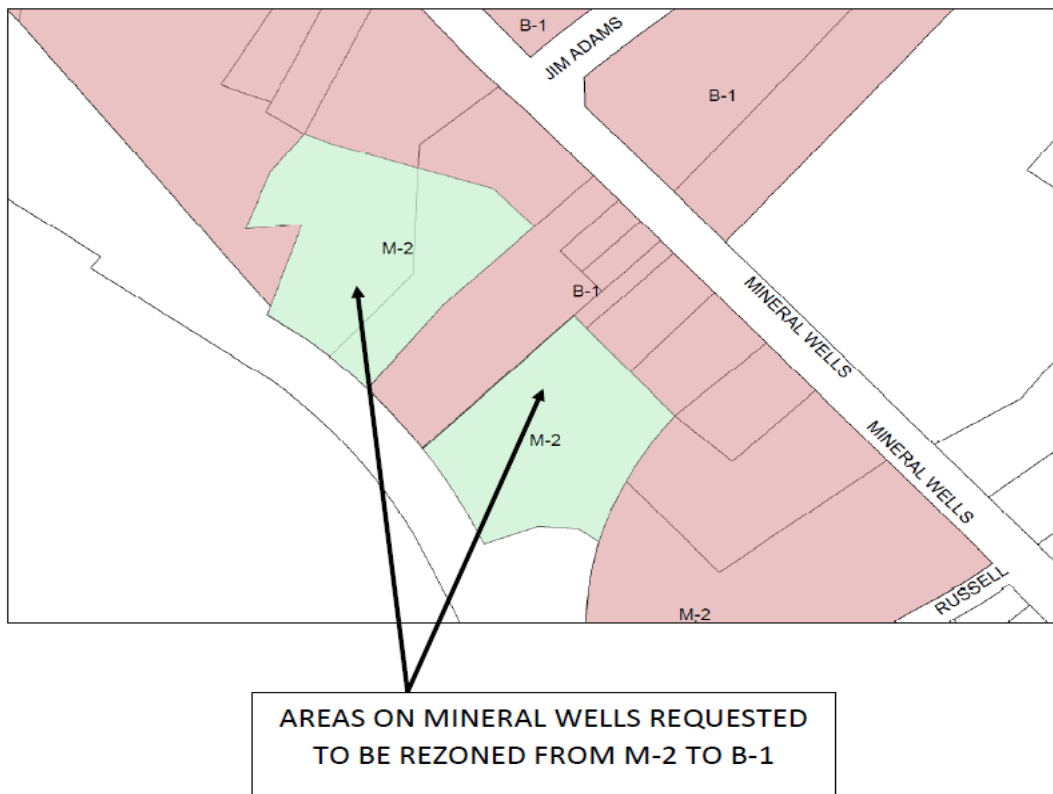
Mayor

Finance Director

**NEW BUSINESS
AGENDA ITEM NO. 8
Rezoning Request for D. Patel on Mineral Wells**

Darmesh Patel has submitted a request to the City to rezone his property located on Mineral Wells. The property in question is located behind his properties that front on Mineral Wells Avenue. Currently they are zoned M-2 (Heavy Industrial). His requested zoning is B-1 (Highway Commercial) to be included with his property that is currently zoned B-1.

This request is presented to you for the first time and would be referred to the Planning Commission for recommendation.



NEW BUSINESS
AGENDA ITEM NO. 9
Resolution for West Tn. River Basin Authority

RESOLUTION NO. _____

WHEREAS, the West Tennessee River Basin Authority, "WTRBA" has provided valuable assistance to the City of Paris, Tennessee in matters related to Flood Risk Management, Stream Maintenance, Channel Stabilization, Infrastructure Protection, Complex Regulatory Matters, and Water Resources Management; and,

WHEREAS, the City of Paris, Tennessee has benefited greatly from the assistance provided by WTRBA; and,

WHEREAS, all current State Funding dedicated to WTRBA is now allocated for the next three (3) years; and,
WHEREAS, if additional State Funding is allocated to WTRBA, WTRBA would have additional "cost share" resources to qualify for additional Federal Funding through a Federal Infrastructure Package and the 2018 Water Resources Development Act; and,

WHEREAS, this additional funding would allow WTRBA to provide additional services to all of West Tennessee, including the City of Paris, Tennessee.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Paris, Tennessee go on record as encouraging Governor Bill Haslam and the Tennessee Legislature to provide additional funding to WTRBA for use in procuring additional Federal Funding so that WTRBA can provide enhanced services to West Tennessee and the City of Paris, Tennessee.

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 1st day of March, 2018.

Mayor

Finance Director

STATUS OF VARIOUS PROJECTS
March 2018

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	NOTES
HOME Grant	Morris/Foster	2018	Waiting on the State inspector to give his approval for the first payment on the first house. Once the first payment is made inspections will begin on the next seven houses.
Back Alley Paris	Foster/Morris/Ray(DPA)	On-Going	The next phase of this project will consist of a mural painted on an 8'x12' panel which will be mounted on the law office building adjacent to the west alley. This work is being done through the Art Builds Communities Grant which was again awarded to the DPA. Kathy Ray is working with Dan Knowles to create the content of the mural.
City Hall Renovations	Foster	March 2018	Ninety percent of all work is complete in the administrative end of City Hall. Renovations to the court room should be done in time for our next Commission meeting to be held there. Work will start in the Police Dept. in the next week or two.
Preserve Paris	Foster/Morris	On-Going	We are going to try a new concept for our next event, a Cleanup Scavenger Hunt. We are planning for a date of Saturday, April 14 with April 21 being a rain date. More information to come as we develop this new concept.
Demolitions	Foster/Brown	On-Going	We have currently been in talks with the owners of the old upholstery shop at the corner of Tyson & Manley about getting this structure down or brought up to code. They are currently considering their options. We are also still waiting on the County Attorney to complete the process of reducing the redemption period on structures that need to be demolished.
ADA Compliance	Foster/Morris/Rock	On-Going	An auditor with TML began auditing our parks at the first of the year.
Energy Efficiency Project with Trane	Foster	Spring 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 86% complete.
TN ECD Façade Grant	Foster/Morris	Winter of 2018	We received 17 applications from building owners for a combined dollar amount of \$224,000. The review committee will meet in the next couple of weeks to grade the applications.
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	Application for this grant to construct a low ropes course in Eiffel Tower Park Extended was submitted the first of February. Anticipated award announcement date is late March or early April.