

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 SPECIAL CALLED MEETING AGENDA**

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**CITY HALL COURTROOM  
June 22, 2017  
1:00 P.M.**

**PUBLIC HEARING**

- 1) **FY 2018 Property Tax Rate Ordinance (Second Reading)**
- 2) **FY 2018 Budget Ordinance (Second Reading)**
- 3) **Ordinance to Amend Title 11, Section 8 of the Paris Municipal Code (Zoning Ordinance with regards to Home Occupations)**

**SPECIAL CALLED MEETING**

**Call to Order:** Carlton Gerrell, Mayor

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

**Pledge of Allegiance and Prayer**

**Board Will Hear Comments from Citizens**

**Board Will Hear Comments from the Commission**

**OLD Business**

- 1) **FY 2018 Property Tax Rate Ordinance (Second Reading)**
- 2.) **FY 2018 Budget Ordinance (Second Reading)**
- 3) **Ordinance to Amend Title 11, Section 8 of the Paris Municipal Code (Zoning Ordinance with regards to Home Occupations)**

**OLD BUSINESS**  
**AGENDA ITEM NO. 1**  
**Property Tax Rate Ordinance**

Ordinance No. 1210

AN ORDINANCE Fixing the Property Tax Rate and Providing for  
the Date and Condition of Payment for the Year 2017.

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 2017.

SECTION 1. A tax of \$ .73 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 2017.

SECTION 2. All taxes on property, both real and personal, shall be due and payable upon the effective date of this ordinance and shall become delinquent on the first (1<sup>st</sup>) day of March, 2018. In the event that payment is not made before March 1, 2018, 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 All ordinance and parts of ordinances or resolutions in conflict with this ordinance are hereby repealed.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, 2017.

Passed and adopted June 1, 2017.

Passed and adopted June 22, 2017.

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Mayor

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

**OLD BUSINESS  
AGENDA ITEM NO. 2  
FY2018 Proposed Budget Ordinance**

ORDINANCE NO. 1211

AN ORDINANCE OF THE CITY OF PARIS, TENNESSEE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018

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 2018:

	<u>2016 Actual</u>	<u>2017 Budgeted</u>	<u>2018 Proposed</u>
Property Taxes	\$1,208,170	\$1,185,800	\$1,365,000
Sales Tax (State & Local)	\$5,329,870	\$5,297,000	\$5,417,800

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

Fund	General			Solid Waste		
	FY 2016 Audited	FY 2017 Budget	FY 2018 Proposed	FY 2016 Audited	FY 2017 Budget	FY 2018 Proposed
<b>Revenues</b>						
Local Taxes	\$7,739,246	\$7,604,800	\$7,906,000			
State of TN	1,507,171	1,743,000	1,901,200			
Federal Government	191,072	419,000	928,000			
Other Sources	1,840,807	2,003,963	2,261,100	1,777,208	1,608,500	1,592,500
<b>Total Revenues</b>	<b>\$11,278,296</b>	<b>\$11,770,763</b>	<b>\$12,996,300</b>	<b>\$1,777,208</b>	<b>\$1,608,500</b>	<b>\$1,592,500</b>
<b>Expenditures</b>						
Salaries	\$4,579,780	\$4,740,230	\$4,919,910	\$369,242	\$395,952	\$432,715

Other	5,987,863	6,911,521	7,840,197	957,876	894,943	984,714
<b>Total Expenditures</b>	<b>\$10,567,643</b>	<b>\$11,651,751</b>	<b>\$12,760,107</b>	<b>\$1,327,118</b>	<b>\$1,290,895</b>	<b>\$1,417,429</b>
Beginning Fund Balance	\$1,080,350	\$1,791,003	\$1,910,015	\$2,636,677	\$3,086,767	\$3,404,372
Ending Fund Balance	\$1,791,003	\$1,910,015	\$2,146,208	\$3,086,767	\$3,404,372	\$3,579,443
No. of FTE Employees	120	120	120	11	11	11

Fund	Drug			Cemetery		
	FY 2016 Audited	FY 2017 Budget	FY 2018 Proposed	FY 2016 Audited	FY 2017 Budget	FY 2018 Proposed
<b>Revenues</b>						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$112,306	\$59,000	\$49,000	\$235	\$250	\$500
<b>Total Revenues</b>	<b>\$112,306</b>	<b>\$59,000</b>	<b>\$49,000</b>	<b>\$235</b>	<b>\$250</b>	<b>\$500</b>
<b>Expenditures</b>						
Salaries						
Other	\$55,059	\$72,800	\$73,366	\$5,900	\$0	\$10,000
<b>Total Expenditures</b>	<b>\$55,059</b>	<b>\$72,800</b>	<b>\$73,366</b>	<b>\$5,900</b>	<b>\$0</b>	<b>\$10,000</b>
Beginning Fund Balance	\$81,756	\$139,003	\$125,203	\$182,250	\$176,585	\$176,835
Ending Fund Balance	\$139,003	\$125,203	\$100,837	\$176,585	\$176,835	\$167,335
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 2018 (July 1, 2017 through June 30, 2018) the following amounts as set forth above:

General Fund	\$14,906,315
Solid Waste Fund	4,996,872
Drug Fund	174,203
Cemetery Fund	177,335
<b>Total All Funds</b>	<b>\$20,254,725</b>

SECTION 4. As required by statute, the City of Paris City Commission does incorporate the following Board of Public Utilities Budget as formally adopted by the Board of Public Utilities governing Board.

Fund	Water/Sewer			Electric		
	FY 2016 Audited	FY 2017 Budget	FY 2018 Proposed	FY 2016 Audited	FY 2017 Budget	FY 2018 Proposed
<b>Revenues</b>						
Local Taxes						
State of TN						
Federal Government						
Other Sources	3,888,827	4,366,031	4,398,615	44,851,719	48,184,048	46,711,600
<b>Total Revenues</b>	<b>\$3,888,827</b>	<b>\$4,366,031</b>	<b>\$4,398,615</b>	<b>\$44,851,719</b>	<b>\$48,184,048</b>	<b>\$46,711,600</b>
<b>Expenditures</b>						
Salaries	1,158,719	1,147,000	1,198,000	2,643,280	2,738,000	2,898,000
Other	2,123,685	2,244,727	2,759,400	40,208,535	43,513,148	43,009,400
<b>Total Expenditures</b>	<b>\$3,282,404</b>	<b>\$3,391,727</b>	<b>\$3,957,400</b>	<b>\$42,851,815</b>	<b>\$46,251,148</b>	<b>\$45,907,400</b>
<b>Surplus/Deficit</b>	<b>\$606,423</b>	<b>\$974,304</b>	<b>\$441,215</b>	<b>\$1,999,904</b>	<b>\$1,932,900</b>	<b>\$804,200</b>
(Add/Subtract from						
Net Assets)	\$15,691,059	\$16,665,363	\$17,106,578	\$37,996,440	\$39,929,339	\$40,733,539

SECTION 5. The City Commission acknowledges the following indebtedness on behalf of the City and the Board of Public Utilities:

**CITY OF PARIS SCHEDULE OF OUTSTANDING DEBT  
FISCAL YEAR 2018 DEBT SERVICE PAYMENT**

<b>NOTES</b>						
	Authorized & Unissued	Outstanding	Payment Fund	Principal	Interest	Total Debt Service
TML Note 1998	\$0	\$466,000	General	\$227,000	\$9,320	\$236,320
Water CON 2011	0	573,045	Water	92,300	17,221	109,521
Water SRF 2016	3,961,744	2,238,256	Water	148,812	38,508	187,320
Sewer CON 2011	0	1,028,149	Sewer	167,700	31,336	199,036
Water & Waste Water CON 2013	0	620,000	Water / Sewer	75,000	15,438	90,438
Wastewater SRF 2016	5,100,000	1,278,902	Sewer	0	18,648	18,648
<b>TOTAL NOTES</b>	<b>\$9,061,744</b>	<b>\$6,204,352</b>		<b>\$710,812</b>	<b>\$130,471</b>	<b>\$841,283</b>

<b>LOAN AGREEMENTS</b>						
RDA Loan 2008	\$0	\$53,899	Economic	\$53,899	\$0	\$53,899
RDA Loan 2009	0	75,000	Economic	75,000	0	75,000
RDA Loan 2012	0	477,894	Economic	92,508	0	92,508
<b>TOTAL LOANS</b>	<b>\$0</b>	<b>\$606,793</b>		<b>\$221,407</b>	<b>\$0</b>	<b>\$221,407</b>
<b>GO BONDS</b>						
TML Bond Series 2012	\$0	\$732,740	General	\$101,000	\$29,280	\$130,280
TML Bond Series 2015	521,697	1,368,303	General	60,000	37,800	97,800
Energy Cons Bond 2017	2,600,000	2,600,000	General	0	35,780	35,780
<b>TOTAL BONDS</b>	<b>\$3,121,697</b>	<b>\$4,701,043</b>		<b>\$161,000</b>	<b>\$102,860</b>	<b>\$263,860</b>
<b>REVENUE BONDS</b>						
Electric System 2015	\$0	\$795,000	Electric	\$395,000	\$16,303	\$411,303
Electric System 2013	0	6,770,000	Electric	305,000	243,016	548,016
Electric System 2008	0	1,715,000	Electric	250,000	77,975	327,975
<b>TOTAL REV BONDS</b>	<b>\$0</b>	<b>\$9,280,000</b>		<b>\$950,000</b>	<b>\$337,294</b>	<b>\$1,287,294</b>

SECTION 6. For Fiscal Year 2018, the following capital projects as proposed:

<b>Project</b>	<b>Proposed Appropriation Amount</b>	<b>By Debt</b>
Alley Drainage Project	\$250,000	\$250,000
City Hall Improvement	200,000	200,000
Signalization Project	150,000	0

SECTION 7. A detailed financial plan will be attached to this budget and become part of this budget ordinance.

SECTION 8. All encumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 9. This ordinance shall take effect July 1, 2017, the public welfare requiring it.

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Mayor

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Finance Director

**OLD BUSINESS**  
**AGENDA ITEM NO. 3**  
**Ordinance to Amend Title 11, Section 8 of the Paris Municipal Code (Zoning Ordinance with regards to Home Occupations)**

The City Commission adopted the proposed ordinance on first reading after referring Staff's request to modify the Home Occupation regulations to the Planning Commission for review and recommendation. The Planning Commission has developed new regulations for home occupations presented to you in ordinance form. As an overview, listed below are some of the items that will now be included in the Zoning Ordinance should the City Commission choose to adopt the attached ordinance.

- No article shall be sold or offered for sale on the premise
- Any retail items must be delivered or sold off-site.
- Examples of typical businesses which would be allowed by Home Occupation Permits might include typing or drafting services, and consulting businesses, provided all work is picked up and delivered to the client by you; landscape maintenance, janitorial services, and contractor businesses, where the business is conducted elsewhere and all equipment is either stored off-site and/or in a vehicle which is to be stored in the garage at the residence. Businesses such as jewelry making are allowed if the jewelry is sold off-site (i.e. flea market, retail store, etc.). Home boutiques are not allowed.
- Home Occupations also include those businesses in which only a telephone and mail services are used. Additionally, all business licenses must be issued to physical addresses only; a P.O. Box may be used, however, it may not be used as a substitution for a physical business address in order to bypass the Home Occupation Permit process.

We did keep the language that allowed the home occupation to have 2 employees since it didn't seem to make any difference whether the employees were working on a computer, answering the phones, or making flower arrangements.

We also wanted to beef up the language making it clear that commercial delivery trucks are not allowed to service a home occupation since it is in a residential zone. As a note, all homeowners probably have a Fed Ex or UPS truck come to their home on occasion. However, we don't want Fed Ex or UPS making daily deliveries/pick-ups at the home occupation and we certainly don't want semis or large delivery trucks making deliveries or pick-ups regularly.

Should the City Commission accept the Planning Commission recommendation this ordinance would be adopted on first reading.

#### **ORDINANCE NO. 1212**

AN ORDINANCE to Amend 11-811. A., 11-811. B. 2. a, 11-811. B. 2. e., 11-811. C. and 11-811. D. 1. of the Paris Municipal Code

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 11-811. A., 11-811. B. 2. a, 11-811. B. 2. e., 11-811. C. and 11-811. D. 1. of the Paris Municipal Code be amended as follows:

A. That 11-811. A. be deleted in its entirety and the following substituted therefore:

A. Intent. It is the intent of this ordinance to eliminate as home occupants all uses except those that conform to the standards set forth herein. Custom and tradition are intentionally excluded as criteria. The standards for home occupations are intended to insure compatibility with other permitted uses and with the residential character of the neighborhood, and as clearly secondary or incidental status in relation to the residential use of the premises as the criteria for determining whether a proposed use qualifies as a home occupation.

It shall be prohibited for any customers of the home occupation to come to the home occupation premises to conduct business of any type. Retail sales at the home occupation location is not allowed. No article shall be sold or offered for sale on the home occupation premises. Any retail items must be sold off site and delivered or if sold by electronic means such as telephone, computer, internet, or other electronic means must be delivered off site.

Examples of typical businesses which would be allowed by home occupation permits might include typing or drafting services; consulting businesses, providing all work is picked up from and delivered to the client by the holder of the permit; landscape maintenance, janitorial services, and contractor business, where the business is conducted elsewhere and all equipment is either stored offsite and/or in a vehicle which is to be stored in the garage at the home occupation residence. Businesses making items on premises such as jewelry, leather goods, paintings or artwork, or the like, are allowed if such products are sold offsite or electronically. Home boutiques are not allowed. Occupations that consist of businesses in which only telephone or mail services are used are allowed subject to the provisions of this chapter.



B. That 11-811. B. 2. a. be deleted in its entirety and the following substituted therefore:

- a. Employees. Any home occupation may employ up to two (2) employees who are not resident occupants of the home occupation premises. Provided, however, that non-resident employees of a home occupation shall only be allowed if any additional parking required by such employee vehicles is off street parking on the home occupation premises. Any such off street parking on the home occupation premises shall meet the driveway and parking requirements of this Ordinance.

C. That 11-811 B. 2. e. be deleted in its entirety and the following substituted therefore:

- e. Traffic. Any additional parking required by the home occupation, as provided in B. 2. a. above, shall take place on the home occupation premises and meet the requirements of B. 2. a. The use of commercial vehicles for the pickup or delivery, to or from the home occupation premises, of materials, supplies, equipment, inventory, product, finished goods for sale, or the like shall not be allowed.

D. That 11-811. C. be deleted in its entirety.

E. That 11-811. D. 1. be deleted in its entirety and the following substituted therefore

- 1. If the Special Use Permit for a home occupation is approved by the Board of Zoning Appeals, the applicant shall secure a Business License from the Office of the City Recorder to operate the home occupation. All Business Licenses must be issued to a physical street address only; a Business License may not be issued to a post office box address. Provided, however, a post office box address may be used by a home occupation business to conduct the home occupation business but may not be used as a substitution for a physical business address in order to bypass or circumvent the home occupation permit process governed by this Chapter.

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