

**CITY OF PARIS, TENNESSEE
BOARD OF COMMISSIONERS
January 3, 2013
6:00 P.M.**

PUBLIC HEARING

- I. Amending the Table of Uses (Second Reading)**

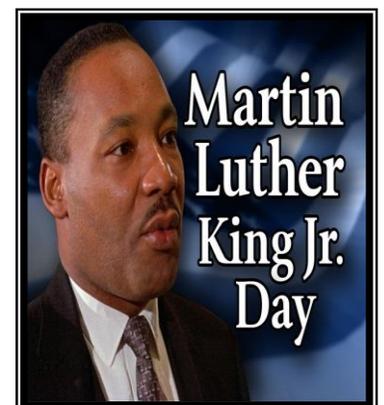
REGULAR MEETING

- I. Call to Order**
- II. Roll Call – Finance Director**
- III. Pledge of Allegiance and Moment of Silence**
- IV. Approval of the Minutes of Previous Meeting – December 4, 2012**
- V. The Board Will Hear Comments from the Citizens**
- VI. The Board Will Hear Comments from the Commission**
- VII. OLD BUSINESS**
1. Amending the Table of Uses (Second Reading)
- VIII. NEW BUSINESS**
1. Financial Update
2. Appointments to Boards
3. Contract with Strategic Resource Management (SMR)
4. Agreement for Services for Administrative Hearing Officer
5. Rezoning Request for Property Located at 727 Spruce Street from M-2to R-3
6. Presentation Regarding SRO's in Paris Special School District Schools
- IX. Status of Various Projects and Departmental Summaries**
1. Project Update Sheet
- X. Adjournment**



HELPING HANDS

JAN 7 - FEB 27, 2013



01-21-13

THE CITY COMMISSION
CITY OF PARIS, TENNESSEE
DECEMBER 4, 2012
RESCHEDULED REGULAR MEETING

The Board of Commissioners of the City of Paris, Tennessee met in a rescheduled regular session Tuesday, December 4, 2012 at 6:00 p.m. in the City Hall Courtroom of the City of Paris, Tennessee for the purpose of conducting the following and any other business:

CERTIFICATION OF ELECTION RESULTS
OATH OF OFFICE TO NEW ELECTED OFFICIALS
ELECTION OF MAYOR
OATH OF OFFICE TO MAYOR
ELECTION OF VICE MAYOR
OATH OF VICE MAYOR

OLD BUSINESS:

1. Project Update Sheet

NEW BUSINESS:

1. Financial Update
2. Appointments to Boards
3. Rezoning Request at Tyson Avenue and Dale Street (Second Reading)
4. Reappointment of Administrative Hearing Officer
5. Hazelwood Listening Session
6. Informational Items
7. Amending the Table of Uses
8. Additional Information Item

STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES

Present: Mayor Sam Tharpe
Vice Mayor Gayle Griffith
Commissioner Pete Lackey
Commissioner Carlton Gerrell
Commissioner Terry Fuller

Also Present: Carl Holder, City Manager
Fred McLean, City Attorney
Kim Foster, Finance Director
Willette Ray, Administrative Assistant to the City Manager
Jennifer Morris, Community Development Director
Charles Elizondo, Police Chief
Michael Williams, Fire Chief
Mike Brown, Building Inspector
Traci Pillow, Account Clerk
Lana White, Account Clerk
John Etheridge, Board of Public Utilities

Media: Bill McCutcheon, The Paris Post-Intelligencer
Tim Alsobrooks, WMUF

After Roll Call, Finance Director Kim Foster called the meeting to order. A Moment of Silence and The Pledge of Allegiance were observed.

Ms. Foster presented the Certification of the Election results of the November 6, 2012 Municipal Election. She administered the oath of office to Terry Fuller and Gayle Griffith.

Foster asked for nominations for Mayor. Commissioner Lackey made a motion which was seconded by Commissioner Fuller, who asked that nominations cease, to elect Samuel Tharpe as Mayor. The following voted individually: Griffith, no; Gerrell, no; Tharpe, yes; Lackey, yes, and Fuller, yes. Foster administered the oath of office to Mayor Tharpe.

Nominations for Vice Mayor were then asked for by the Finance Director. Commissioner Fuller made a motion which was seconded by Commissioner Lackey, who asked that nominations cease, to elect Griffith as Vice Mayor. The following voted individually: Griffith, yes; Gerrell, yes; Tharpe, yes; Lackey, yes, and Fuller, yes. The motion carried unanimously. Foster administered the oath to Vice Mayor Griffith.

APPROVAL OF MINUTES

The minutes of the previous meeting held Thursday, November 1, 2012 were approved as presented following a motion by Vice Mayor Griffith and seconded by Commissioner Gerrell. The motion carried unanimously.

COMMENTS FROM CITIZENS

None.

COMMENTS FROM THE COMMISSION

Firefighter Tim Myrick was recognized for being named Valedictorian of the 2012 Basic Firefighting Class at the State Fire and Codes Academy.

Vice Mayor Griffith attended the grand opening by the Chamber of Commerce for The Grand Pearle, a new assisted living. Many individuals commented on how beautiful the City of Paris downtown area was.

Tharpe thanked the commissioners for allowing him to once again serve the City of Paris as Mayor. He said even though there was a split, he has heard concerns from all commissioners and knows that they will come together and work for the betterment of the city.

OLD BUSINESS

PROJECT UPDATE SHEET

The following is an Ongoing Projects Update Sheet as of November 19, 2012.

ONGOING PROJECTS (as of 11-19-12)

<u>Priority Number</u>	<u>Item</u>	<u>Primary Staff</u>	<u>Target Completion Date(s)</u>	<u>Notes</u>
1	Bethel / HCMC	Holder	3-01-12	Bridge to be constructed in January and completed in February, weather permitting
2	Joy Street	Holder / Morris	3-01-12	Hayes Construction has bid; Wants to start early spring; have receive extra allocation for construction from TDOT
3	New Finance, Codes, & Public Works Software	Foster / Pillow / Holder / Jessie / Brown	4-30-13	Will be single source procurement; Contract signed; Process of installation and Changeover starts in January; Will go live by April 2013
4	Collinwood Drainage	Public Works	Weather dependent	Phase I will be work on right-of-ways and easements; J. Morris is in process of obtaining easements

5	Hazelwood	Holder	?	Holder working with the County to prep RFP for 4-H site; \$37.5 million Project; No feedback in two weeks
6	Annexation Projects	Holder / Morris	06-30-13	Engineer suggesting moving bid date to late January; Feels job will not start till early March and bidders will up margin to cover possible price increases; Have not agreed yet, think early January may be better
7	Employee Handbook	Holder / Foster / Ray	01-10-13	Reflect personnel rules
8	Student Resource Officer (SRO)	Holder / Elizondo	07-01-13	Will meet with Mike Brown / PSSD to see if we can agree on concept; Then present to Commission for budget purposes
9	MTAS Benchmarking	Holder		Will present with Budget
10	Consideration of Insurance Coverages	Holder / Foster	02-28-13	Too many agents requesting consideration; need 5 year plan Targeting 12-31-12 for consideration; date commencement
11	218 Bypass	Morris / Holder / Greer	Undetermined	Received notice to proceed on appraisals and purchases; James Chatham of McKenzie will do first appraisal; Bobby Flowers will review appraisal
12	Pension Changes	Foster / Holder	08-02-12	Ordinance introduced 8-2-12 Meeting; awaiting six month period for clearance

NEW BUSINESS

FINANCIAL UPDATE

The Financial Update was provided by Finance Director Kim Foster. Revenues and Expenditures were on target. Property tax collections started in October. Foster told commissioners that retail sales were bouncing back, being up 4% compared to year to date numbers. DPA president Kathy Ray, who was present at the meeting, added that merchants said their sales had tripled on the weekend after Thanksgiving starting with the North Pole Family Fun Day.

APPOINTMENTS TO BOARDS

Vice Mayor made a motion which was seconded by Commissioner Gerrell to reappoint Commissioner Lackey to the Board of Public Utilities for another four year term. The motion carried unanimously.

Ancel McDuffee resigned from the Alcoholic Beverage Control Board. His term expires July 18, 2014. Mayor Tharpe deferred this appointment until next month's meeting scheduled for Thursday, January 3, 2013.

Commissioner Lackey made a motion which was seconded by Commissioner Gerrell to reappoint Vice Mayor Griffith to the Board of Zoning Appeals for another 3 year term. The motion carried unanimously.

Former Commissioner Neil Buettner term expires March 2015 on the Paris-Henry County Library Board. Mayor Tharpe deferred this appointment until next month's meeting scheduled for Thursday, January 3, 2013.

REZONING REQUEST AT TYSON AVENUE AND DALE STREET (SECOND READING)

A rezoning request at Tyson Avenue and Dale Street from R-2-M to PB was presented to the Planning Commission on Thursday, November 8th. Mr. Randy Crowder has an option to purchase property located on Dale Street. Currently the property is zoned R-2-M. The property no longer has a structure on it because it had been demolished. The front portion of the property designated as Tract 2 is currently zoned PB.

After a brief discussion, Mr. Wimberley made a motion which was seconded by Mr. Griffith to recommend to the City Commission that this property be rezoned PB. The motion carried unanimously.

This Ordinance is presented for Second Reading. A Public Hearing was held prior to the Commission Meeting.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Fuller to approve the rezoning request. The motion carried unanimously.

ORDINANCE NO. 1148

**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 PB same being currently zoned R-2:

This property is located in the First Civil District of Henry County, Tennessee. It is situated on the west margin of Dale Street. The property is more particularly described as follows:

Beginning at a point at a fire hydrant on the south margin of Dale Street being the northeastern corner of said tract; thence South 01 deg. 16 min 15 sec. East 214.00 feet more or less to a point; thence South 88 deg. 57 min. 19 sec. West 140.00 feet more or less to a point; thence North 01 deg. 21 min. 30 sec. West 219.24 feet more or less to a set iron pin in the south margin of Dale Street; thence continuing with the south margin of Dale Street North 88 deg. 21 min. 34 sec. East 71.33 feet to a set railroad spike; thence continuing with Dale Street North 88 deg. 21 min. 34 sec. East 70.00 feet more or less to the point of beginning.

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 November 1, 2012.

Passed and adopted December 4, 2012.

/s/Samuel Tharpe
Mayor

/s/Kim Foster
Finance Director

REAPPOINTMENT OF ADMINISTRATIVE HEARING OFFICER

According to the State Statute governing the appointment of the Administrative Hearing Officer, the person so appointed must receive six (6) hours of training annually, sponsored by MTAS to be certified.

The MTAS training schedule has been so limited in the last year that Chip McLean was not able to become certified until Tuesday, December 6th.

After a brief discussion, Commissioner Fuller made a motion which was seconded by Commissioner Gerrell to reappoint Chip McLean to a four-year term as Administrative Hearing Officer effective Thursday, December 6th. The motion carried unanimously.

HAZELWOOD LISTENING SESSION

City Manager Holder informed the Commission that on Tuesday, December 11th at 10:00 a.m., the West Tennessee 4-H Council will hold a public listening session at which time Henry Countians may ask questions regarding the reestablishment of a West Tennessee Area 4-H Camp. The hearing will be held at the Ag Extension Office.

For some time now Staff in conjunction with the County has been developing a preliminary draft proposal offering Camp Hazelwood as the prospective site. We believe that Hazelwood possesses all the qualities indicated in the initial vision statement by the 4-H Council. We plan on presenting this informal proposal and we believe a show of strong community support will aid our case.

The projected long-term investment is \$37.5 million investment over a 5 to 6 year period with about 98% of those monies being 4-H dollars. The county and city will have minimal financial obligations.

Plans are to use the camp for 4-H during the summer, but also have it available for everyone else the rest of the year. It would also include a corporate training facility. Holder encouraged all commissioners and concerned citizens to attend the listening session next week where a small presentation will be made.

INFORMATIONAL ITEMS

John Etheridge of BPU has requested our assistance with the demolition of the former Office Concepts building. Holder had agreed the City will help haul debris contingent on our Public Works Department schedule of projects, and that we will not charge for fill material that does not need to go into the landfill working face.

Holder also agreed that we would pave the lot on the same basis that we did for the PSSD (time, materials, and a small 3 to 5% premium) if it will save significant dollars.

AMENDING THE TABLE OF USES

It has come to our attention that Multi-Family is currently allowed in a P-B (Planned Business) District and not allowed in a B-1 (Highway Commercial) District. The P-B District is actually more restrictive than the other commercial districts. With this in mind, we are requesting that the Commission consider amending the Table of Uses to make it more consistent.

The Commission may wish to refer this to the Planning Commission for study and a recommendation.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Lackey to refer this to the Planning Commission. The motion carried unanimously.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Lackey to approve amending the Table of Uses on First Reading. The motion carried unanimously.

This Ordinance was presented at the Planning Commission on Thursday, December 13, 2012. It will be on the City Commission agenda at the Thursday, January 3, 2013 meeting for a Public Hearing and a Second Reading.

ADDITIONAL INFORMATION ITEM

On Wednesday, December 19th at 2:00 p.m. Staff will conduct a Public Hearing which is a requirement for applying for a Community Development Block Grant (CDBG). The purpose is to solicit comments on possible uses of the funds. As you will recall the last two years the City has unsuccessfully applied for assistance to the BPU, who has

deemed that future applications for their specific projects will be futile. The results of the hearing will be relayed to the Commission.

Commissioner Lackey asked Holder if he could forward to the Commission the possible uses for a CDBG grant.

STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES

The status of the various projects and departmental summaries were included in the Ongoing Project report. The Ongoing Project Report will be included in this section of the agenda.

There being no further business the meeting was duly adjourned at 6:45 p.m.

/s/Samuel Tharpe
Mayor

/s/Kim Foster
Finance Director

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

**OLD BUSINESS
Agenda Item No. 1
Amending the Table of Uses**

Multi-Family is currently allowed in a P-B (Planned Business) District and not allowed in a B-1 (Highway Commercial) District. The P-B District is actually more restrictive than the other commercial districts. With this in mind, Staff requested that the Commission consider amending the Table of Uses to make it more consistent.

At last month's meeting, Vice Mayor Griffith made a motion which was seconded by Commissioner Lackey to refer this to the Planning Commission. The motion carried unanimously.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Lackey to approve amending the Table of Uses on First Reading. The motion carried unanimously.

This Ordinance was presented at the Planning Commission Meeting on Thursday, December 13, 2012. Mr. Scholes made a motion which was seconded by Mr. Griffith to amend the Table of Uses to allow multi-family uses in B-1 Districts. The motion carried unanimously.

This Ordinance is presented for a Public Hearing and a Second Reading.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

NEW BUSINESS
Agenda Item No. 1
Financial Update

The Financial Update will be provided by the Finance Director.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

NEW BUSINESS
Agenda Item No. 2
Appointments to Boards

The following appointments are to be considered for this month:

Alcoholic Beverage Control Board (Meets as Needed) – Mayor with Commission Approval – 3 Year Term

Ancel McDuffee – Resigned – Term Expires July 18, 2014

Paris – Henry County Library Board (Meets Third Thursday – Odd Months) – 3 Year Term

Neil Buettner – Term Expires March 2015

Revolving Loan Advisory Board – Formed October 1, 2008

Clint Davis – 4 Year Term – Term Expired October 1, 2012

Sam Mahan – (Replaced with Justin Mueller) – 4 Year Term – Term Expired October 1, 2012

Charles Wilson (Replaced with Randy Geiger) – 2 Year Term – Term Expired October 1, 2010

Jack Veazey (Replaced with Laurie Russell) – 2 Year Term – Term Expired October 1, 2012

Randy Scholes – 4 Year Term – Term Expired October 1, 2012

Samuel Tharpe – 2 Year Term – Term Expired October 1, 2010

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

**NEW BUSINESS
Agenda Item No. 3
Contract with Strategic Resource Management (SMR)**

Staff is requesting that the Commission authorize the Mayor to sign a multi-year contract with Strategic Resource Management (SRM) for consulting services related to purchasing, savings, and revenue enhancement measures.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

**NEW BUSINESS
Agenda Item No. 4
Agreement for Services for Administrative Hearing Officer**

Last month you appointed Chip McLean as the Administrative Hearing Officer. City Attorney Fred McLean has been requested to prepare a brief contract for services.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

**NEW BUSINESS
Agenda Item No. 5**

Rezoning Request for Property Located at 727 Spruce Street from M-2 to R-3

A rezoning request was submitted by Doug and Heather Goodrum for property located at 727 Spruce Street from M-2 to R-3. This information was taken from their submitted application. However, the property is actually M-2. An M-2 designation is Heavy Industrial while the R-3 is Multi-Family Residential.

The Commission may choose to refer this item to the Planning Commission for recommendation.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

**NEW BUSINESS
Agenda Item No. 6
Presentation Regarding SRO's in Paris Special School District (PSSD) Schools**

The City Manager and the Chief of Police will offer a presentation regarding SRO's in PSSD school systems.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
January 4, 2013**

**STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES
Project Update Sheet**

The Ongoing Project Update Sheet, as of December 11th, is presented for your review.

ONGOING PROJECTS (as of 12-11-12)

	<u>Item</u>	<u>Primary Staff</u>	<u>Target Completion Date(s)</u>	<u>Notes</u>
1	Bethel / HCMC	Holder	02-02-13	Bridge construction to start 01-07-13; will close Tyson at site for up to 4 weeks
2	Joy Street	Holder / Morris	03-01-13	Hayes has bid; wants to start in early spring; have received extra allocation for construction from TDOT
3	New Finance, Codes, & Public Works Software	Foster / Pillow / Holder / Jessie / Brown	4-30-13	Will be single source procurement; Contract signed; process of installation and changeover starts in January
4	Collinwood Drainage	Public Works	Weather dependent	Phase I will be work on row and easements; J. Morris is in process of obtaining easements
5	Hazelwood	Holder	???	Holder working w/County to prep RFP for 4-H site: \$37.5 M Project; Listening session was held 12-11-12 at UT Extension Office
6	Annexation Projects	Holder / Morris	06-30-13	Engineer suggesting moving bid date to January. Feels job will not start till early March and bidders will up margin to cover possible price increases.
7	Employee Handbook	Holder / Foster / Ray	01-01-13	Reflect personnel rules
8	SRO	Holder/ELIZONDO	07-01-13	Will meet w/ Mike Brown/PSSD to see if we can agree on concept; then present to Commission for budget purposes
9	MTAS Benchmarking	Holder		Will present w/budget
10	Consideration of Insurance Coverages	Holder / Foster	02-28-13	Too many agents requesting consideration; need 5 year plan; Targeting 12-31-12 for consideration; date commencement
11	218 Bypass	Morris / Holder / Greer	Undetermined	Received notice to proceed on appraisals and purchases; James Chatham of McKenzie will do first appraisal; Flowers review appraisal
13	Pension Change	Holder, Foster	Approved	Takes effect 02-01-13