

**CITY OF PARIS, TENNESSEE
BOARD OF COMMISSIONERS
June 10, 2014
6:00 P.M.**

PUBLIC HEARING

1. **Ordinance to Amend 11-201 of the Paris Municipal Code to Change the Number of Planning Commission Members (Second Reading)**
2. **Rezoning Request for Property Located on Volunteer Drive (Second Reading)**

REGULAR HEARING

- 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 – May 1, 2014**
- V. **The Board Will Hear Comments from the Citizens**
- VI. **The Board Will Hear Comments from the Commission**
- VII. **OLD BUSINESS**
 1. Ordinance to Amend 11-201 of the Paris Municipal Code to Change the Number of Planning Commission Members (Second Reading) – Morris
 2. Rezoning Request for Property Located on Volunteer Drive (Second Reading) – Morris
- VIII. **NEW BUSINESS**
 1. Financial Update – Foster
 2. Appointments to Boards – Mayor Tharpe
 3. ARAP Permit – Holder
 4. Mixed Drink Tax – Holder / McLean
 5. Annexation Project Final Phase – Holder
 6. Motion to Receive and File FY 15 Proposed Budget – Holder
 7. FY 15 Budget Ordinance (First Reading) – Holder / Foster
 8. Tax Rate Ordinance (First Reading) – Foster
 9. City Hall Renovation – Holder
- IX. **Status of Various Projects and Departmental Summaries - Holder**
- X. **Adjournment**

Downtown Paris Week

PARIS

June 8 - 14, 2014



THE CITY COMMISSION
CITY OF PARIS, TENNESSEE
MAY 1, 2014
REGULAR MEETING

The Board of Commissioners of the City of Paris, Tennessee met in regular session Thursday, May 1, 2014 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:

OLD BUSINESS:

1. Ordinance to Amend Title 8 Chapter 1 Section 8-1040 Number 5 (Second Reading)

NEW BUSINESS:

1. Financial Update
2. Appointments to Boards
3. Resolution to Adopt the 2013 Updated Henry County Basic Emergency Operations Plan
4. Ordinance to Amend 11-201 of the Municipal Code to Change the Number of Planning Commission Members (First Reading)
5. Resolution to Amend the Personnel Rules and Regulations
6. IT Support
7. Bond Issuance
8. Rezoning Request for Property Located on Volunteer Drive (First Reading)
9. CDBG Eligibility of Willette Ray

STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES

1. Project Update Sheet

Present: Mayor Sam Tharpe
Vice Mayor Gayle Griffith
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
Lana White, Account Clerk
John Etheridge, Board of Public Utilities

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

Mayor Tharpe called the meeting to order. The Pledge of Allegiance and a Moment of Silence was presented by Vice Mayor Griffith.

APPROVAL OF MINUTES

The minutes of the previous meeting held Thursday, May 1, 2014 were approved with the needed correction as presented following a motion by Vice Mayor Griffith and seconded by Commissioner Fuller. The motion carried unanimously.

COMMENTS FROM CITIZENS & PUBLIC

No Comments.

COMMENTS FROM THE COMMISSION

Vice Mayor Griffith stated how great Fish Fry was. Mayor Tharpe stated that how glad he was to have Griffith present at the Commission meeting. Griffith said that he was thankful.

OLD BUSINESS

ORDINANCE TO AMEND TITLE 8 CHAPTER 1 SECTION 8-104 NUMBER 5 (SECOND READING)

The Commission requested that City Attorney McLean prepare an Ordinance to amend Title 8 Chapter 1 Section 8-104 Number 5 of the Paris Municipal Code that would have a resident place their trash receptacles or trash bags in an appropriate location for collection. They would have 24 hours if they have been placed in the front yard to remove them.

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

Ordinance No. 1169

AN ORDINANCE
to Amend 8-104(5) of the Paris Municipal Code

SECTION 1. Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that 8-104(5) of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

(5) Refuse placed at the street for curbside pickup by the City Sanitation Department shall be placed in a residential refuse container meeting the requirements of 8-104(1). Such residential refuse containers shall be placed at the street for curbside pickup by the City Sanitation Department no earlier than 24 hours prior to the day such curbside pickup is scheduled. Such residential refuse containers shall be removed from the curbside and returned to a location immediately adjacent to the principle structure on the property within 24 hours after such curbside pickup occurs. (Ord. #1169, 05/01/14.)

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 April 3, 2014.

Passed and adopted May 1, 2014.

/s/Samuel Tharpe
Mayor

/s/Kim Foster
Finance Director

NEW BUSINESS

FINANCIAL UPDATE

The Financial Report was presented by Finance Director Kim Foster. The following information was given: Foster stated that she was thrilled to report that Retail Sales were up 7.35% from the same month (February) last year. We are all aware that 2013 was an especially weak year for retail sales, but when compared to the same month in 2012, which was a strong year, we up 2.3%. We have now had positive growth in four out of the last five months.

This month's Operating Statement reflects the budget amendment that was passed in March, so there was no need to adjust for extraordinary items as the budget has now been adjusted accordingly. Also, since we are only three (3) months away from year end, large one-time purchases made at the beginning of the year do not skew our expenditures and make us appear overspent like they did at the beginning of the fiscal year.

Overall, we are ahead of budget in both revenues and expenditures, with our revenues our pacing our expenditures at the moment. I do not anticipate this trend to continue as we are entering our "dry spell" for revenues.

APPOINTMENTS TO BOARDS

The following appointment will be considered at next month's meeting on Thursday, June 5th:

Parks and Recreation Board – 5 Year Term – Mayoral Appointment

Debbie Elliott – Term Expired May 1, 2014

RESOLUTION TO ADOPT THE 2013 UPDATED HENRY COUNTY BASIC EMERGENCY OPERATIONS PLAN

Attached was a Resolution to adopt the 2013 updated Henry County Basic Emergency Operations Plan. After a brief discussion, Commissioner Fuller made a motion which was seconded by Vice Mayor Griffith to approve the Resolution. The motion carried unanimously.

RESOLUTION NO. 1536

RESOLUTION TO ADOPT THE 2013 UPDATED HENRY COUNTY BASIC EMERGENCY OPERATIONS PLAN

WHEREAS, the County Mayor's Office of Emergency Management has completed an update of the Henry County Basic Emergency Operations Plan as of September 30, 2013 and shall be distributed to response agencies and county municipalities for local adoption; and

WHEREAS, the Tennessee Emergency Management Agency has approved the updated Henry County Basic Emergency Operations Plan; and

WHEREAS, the Henry County Board of Commissioners authorized adoption of the update Basic Emergency Operations Plan on the 22nd day of January, 2014; and

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of Paris, Tennessee, meeting in regular session on this 1st day of May 2014, a majority or more of the membership concurring that:

SECTION 1: The Board of Commissioners hereby adopts the 2013 updated Henry County Basic Emergency Operations Plan as the principal emergency management plan for the City of Paris and Henry County in accordance with the Tennessee Code Annotated and the Civil Defense Act of 1950 as amended.

SECTION 2: This Resolution shall be in full force and effective from and upon its passage approval.

BE IT FINALLY RESOLVED that this Resolution shall be spread upon the Commission record of this date.

This Resolution is read and adopted at this public meeting on this the 1st day of May 2014.

/s/Samuel Tharpe
Mayor

/s/Kim Foster
Finance Director

ORDINANCE TO AMEND 11-201 OF THE MUNICIPAL CODE TO CHANGE THE NUMBER OF PLANNING COMMISSION MEMBERS (FIRST READING)

An Ordinance to amend 11-201 of the Paris Municipal Code to change the number of Planning Commission members from eight (8) to seven (7) was discussed at last month's City Commission meeting and referred to the Planning Commission.

At the April 10th Planning Commission meeting, Ms. Rachel Terrell made a motion which was seconded by Mr. Randy Scholes to approve the recommendation of the Planning Commission being a seven (7) member board. The motion carried unanimously. This was presented for First Reading.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Fuller to approve the Ordinance on First Reading. The motion carried unanimously.

This will be presented at the next City Commission meeting on Thursday, June 5, 2014 for a Public Hearing and Second Reading.

RESOLUTION TO AMEND THE PERSONNEL RULES AND REGULATIONS

City Attorney Fred McLean proposed that the following language be placed at the end of the job description for the Finance Director / Assistant City Manager. This language will also be placed at the end of the job description in our personnel rules and regulations for Finance Director.

It is as follows:

IT IS THE INTENT OF THIS JOB DESCRIPTION THAT THE CITY OF PARIS SHALL ONLY HAVE ONE EMPLOYEE AT ANY ONE TIME TO PERFORM THE JOB FUNCTION OF FINANCE DIRECTOR / CITY RECORDER. SUCH FINANCE DIRECTOR SHALL BE ONE (1) EMPLOYEE WHO SHALL EITHER BE DESIGNATED AS FINANCE DIRECTOR / ASSISTANT CITY MANAGER OR FINANCE DIRECTOR AS EACH OF THESE POSITIONS ARE DEFINED IN THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF PARIS.

RESOLUTION NO. 1537

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 as follows:

- A. By enacting the following description for Finance Director/Assistant City Manager in Appendix B:

FINANCE DIRECTOR / ASSISTANT CITY MANAGER

Nature of Work

In addition to the duties normally performed as the Finance Director and City Recorder, the Assistant City Manager shall assist with the daily operation of city government activities under the supervision of the City Manager.

Illustrative Examples of Work

Assists with the overall operation of the city and monitors the performance of departments. Recommends corrective action when necessary.

Assists with the administration of the city budget, as well as the development of documents such as the capital budget plan, personnel policies and procedures, etc.

As assigned by the City Manager, consults and cooperates with Boards and community groups.

Prepares administrative directives and upon request of the City Manager, conducts analysis of administrative programs and projects of the city.

Assists in administering and coordinating federal and/or state grants applied for and received by the city; stays abreast of grant programs and opportunities for future funds.

Serves as City Manager in the absence of the City Manager temporarily (vacation, illness) or long-term (leave of absence, resignation).

Performs other duties as required by the City Manager.

Desirable Knowledge, Abilities, and Skills

Comprehensive knowledge of the general operations of a city government.

Comprehensive knowledge of municipal budgetary principles and practices.

Ability to study municipal operations and make recommendations for improvements.

Ability to express ideas and information clearly, concisely, and convincingly both orally and in writing to staff, the governing body, and to the general public.

Ability to establish and maintain effective working relationships with the general public, employees, and elected officials.

Qualifications

Graduation from an accredited college or university including or supplemented by accredited courses in accounting, business administration, political science, public administration, economics, or city management.

A minimum of three (3) years administrative experience in public administration or similar field; or a master's degree in public administration, and two (2) years experience in municipal government at a Department Head or comparable level.

NOTE

IT IS THE INTENT OF THIS JOB DESCRIPTION THAT THE CITY OF PARIS SHALL ONLY HAVE ONE EMPLOYEE AT ANY ONE TIME TO PERFORM THE JOB FUNCTION OF FINANCE DIRECTOR/CITY RECORDER. SUCH DIRECTOR OF FINANCE SHALL BE ONE EMPLOYEE WHO SHALL BE EITHER DESIGNATED FINANCE DIRECTOR/ASSISTANT CITY MANAGER OR FINANCE DIRECTOR AS DEFINED IN THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF PARIS.

- B. By amending the job description for Finance Director in Appendix B by adding the following language at the end of said job description:

NOTE

IT IS THE INTENT OF THIS JOB DESCRIPTION THAT THE CITY OF PARIS SHALL ONLY HAVE ONE EMPLOYEE AT ANY ONE TIME TO PERFORM THE JOB FUNCTION OF FINANCE DIRECTOR/CITY RECORDER. SUCH DIRECTOR OF FINANCE SHALL BE ONE EMPLOYEE WHO SHALL BE EITHER DESIGNATED FINANCE DIRECTOR/ASSISTANT CITY MANAGER OR FINANCE DIRECTOR AS DEFINED IN THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF PARIS.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the City of Paris, Tennessee, go on record as approving these Amendments to the Personnel Rules and Regulations as follows:

- A. By enacting the following description for Finance Director/Assistant City Manager in Appendix B:

FINANCE DIRECTOR / ASSISTANT CITY MANAGER

Nature of Work

In addition to the duties normally performed as the Finance Director and City Recorder, the Assistant City Manager shall assist with the daily operation of city government activities under the supervision of the City Manager.

Illustrative Examples of Work

Assists with the overall operation of the city and monitors the performance of departments. Recommends corrective action when necessary.

Assists with the administration of the city budget, as well as the development of documents such as the capital budget plan, personnel policies and procedures, etc.

As assigned by the City Manager, consults and cooperates with Boards and community groups.

Prepares administrative directives and upon request of the City Manager, conducts analysis of administrative programs and projects of the city.

Assists in administering and coordinating federal and/or state grants applied for and received by the city; stays abreast of grant programs and opportunities for future funds.

Serves as City Manager in the absence of the City Manager temporarily (vacation, illness) or long-term (leave of absence, resignation).

Performs other duties as required by the City Manager.

Desirable Knowledge, Abilities, and Skills

Comprehensive knowledge of the general operations of a city government.

Comprehensive knowledge of municipal budgetary principles and practices.

Ability to study municipal operations and make recommendations for improvements.

Ability to express ideas and information clearly, concisely, and convincingly both orally and in writing to staff, the governing body, and to the general public.

Ability to establish and maintain effective working relationships with the general public, employees, and elected officials.

Qualifications

Graduation from an accredited college or university including or supplemented by accredited courses in accounting, business administration, political science, public administration, economics, or city management.

A minimum of three (3) years administrative experience in public administration or similar field; or a master’s degree in public administration, and two (2) years experience in municipal government at a Department Head or comparable level.

NOTE

IT IS THE INTENT OF THIS JOB DESCRIPTION THAT THE CITY OF PARIS SHALL ONLY HAVE ONE EMPLOYEE AT ANY ONE TIME TO PERFORM THE JOB FUNCTION OF FINANCE DIRECTOR/CITY RECORDER. SUCH DIRECTOR OF FINANCE SHALL BE ONE EMPLOYEE WHO SHALL BE EITHER DESIGNATED FINANCE DIRECTOR/ASSISTANT CITY MANAGER OR FINANCE DIRECTOR AS DEFINED IN THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF PARIS.

By amending the job description for Finance Director in Appendix B by adding the following language at the end of said job description:

NOTE

IT IS THE INTENT OF THIS JOB DESCRIPTION THAT THE CITY OF PARIS SHALL ONLY HAVE ONE EMPLOYEE AT ANY ONE TIME TO PERFORM THE JOB FUNCTION OF FINANCE DIRECTOR/CITY RECORDER. SUCH DIRECTOR OF FINANCE SHALL BE ONE EMPLOYEE WHO SHALL BE EITHER DESIGNATED FINANCE DIRECTOR/ASSISTANT CITY MANAGER OR FINANCE DIRECTOR AS DEFINED IN THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF PARIS.

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.

Adopted this the _____ 1st day of _____ May, 2014 _____.

/s/Samuel Tharpe
Mayor

/s/Kim Foster
Finance Director

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Fuller to approve the Resolution to amend the personnel rules and regulations. The motion carried unanimously.

The appropriate changes will be made to the Personnel Rules and Regulations manual and the Municipal Code book.

IT SUPPORT

For some time we have limped along failing to address our IT efficiently and effectively. Finance Director Foster has addressed the issue in the attached memo and we have added it in the alternative budget presentation. Attached is the Memo that was sent to the Mayor and the Board of Commissioners:

MEMO

TO: Mayor Tharpe and Board of Commissioners
FROM: Kim Foster, Finance Director
DATE: Wednesday, April 16, 2014
RE: IT Support



For some time now we have been seriously considering our needs for technical support within the City and looking at how to meet those needs. Our areas of biggest concern include:

- Support for aging equipment in an environment where technology is a vital part of how we accomplish our jobs each day
- The lack of the appropriate level of technical knowledge among current staff
- The lack of security for our electronic data
- The lack of organization of our equipment and software, and
- Website neglect, i.e.: updates, improved design, and expansion of available information

These needs only continue to grow as technology becomes increasing essential in our ability to complete our jobs each day.

Up to this point, each department has dealt with their tech support needs in different ways, some of which work well and some of which do not. In looking at how we can meet our needs in the most efficient and cost effective way, I have been introduced to an individual who not only has the technical expertise to meet our needs, but the time and desire to do so. We would like to enter into an agreement with this individual, Mr. Shelton Maye, to provide IT support for the City (with the exception of the Police Department and the Civic Center which currently have solutions that are working well for them) on an as-needed basis.

Our plan, if you concur, will be to start by contracting with Mr. Maye to review all computers and equipment within the City, compile an inventory, complete a diagnostic review, do any preventative maintenance needed, make sure there is adequate security on all equipment, install any necessary updates, and generally provide uniformity and consistency across the board.

Also a top priority during this initial phase is for Mr. Maye to coordinate cloud storage for the City for electronic data that currently only resides on individual computers. Mr. Maye has estimated that it will take approximately 140 hours spread over three (3) months to complete this initial project. Mr. Maye would be working part-time and during hours when he could have uninterrupted access to individual computers.

Once his initial work is complete, we would like to contract with Mr. Maye for ongoing support and preventative maintenance. We also feel that we under-utilize our current website and would like to add website maintenance and development to his responsibilities. He thinks this can be accomplished in roughly 15 hours per week.

At the contract rate that we have quoted, the initial cost to get all of our equipment up-to-date and running efficiently with proper security and data back-up would cost \$2,450 (140 hours @ \$17.50 per hour). An ongoing cost estimate would be approximately \$1,137.50 per month if we are able to keep our needs at 15 hours per week or less. These estimates include only Mr. Maye's time, not any software or hardware we may need to purchase.

We know that there is a need for technical support that currently is not being met. We have made an earnest effort to come up with a plan that will meet our needs in the most cost-effective way possible. Your consideration is appreciated and your comments are welcome.

BOND ISSUANCE

A variable note bond issue was recommended to be obtained through the TML Bond Pool to be utilized to fund the City Hall renovation, Bailey Fork Drainage Project and \$350,000 of Public Works equipment.

The issue will be dovetailed with existing bond debt which diminishes by about \$50,000 annually in two years, then by another \$230,000 in four more years. This avoids a short-term spike in debt payments.

REZONING REQUEST FOR PROPERTY LOCATED ON VOLUNTEER DRIVE

Wyatt Owens requested a rezoning of his property located at Volunteer Drive and Jim Adams Drive from R-3 to B-1. Owens proposed to develop his approximately 32 acres. He requested a rezoning of the front portion of the property.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Fuller to approve the rezoning request on First Reading and refer it to the Planning Commission. The motion carried unanimously.

This will be presented at the next City Commission meeting on Thursday, June 5, 2014 for a Public Hearing and Second Reading.

2013 CDBG ELIGIBILITY OF WILLETTE RAY

Ms. Willette Ray, a city employee, has been deemed eligible for participation in the 2013 CDBG Program.

Ms. Ray has no decision making authority as relates to the City's involvement with this Grant, nor will she handle any related clerical duties since they are performed by Nelson and Associates.

Accordingly Staff perceives no conflict of interest.

After a brief discussion, Vice Mayor Griffith made a motion to affirm that Ms. Willette Ray does not have any administrative involvement with the 2013 CDBG and approved her eligibility for participation in the Program. The motion was seconded by Commissioner Fuller.

A letter has been prepared by City Attorney McLean to be sent to the program's administrators and this will be noted in the minutes of this meeting for record.

STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES

The Ongoing Project Update Sheet, as April 23, 2014 was presented for review.

ONGOING PROJECTS (as of 04-23-14)

	Item	Primary Staff	Target Completion Date(s)	Notes
1	218 Bypass	Holder / Morris / Greer	?	Major issue with moving utilities based on revised plans; trying to find less costly solutions; State taking over condemnation of rail road
2	Bailey Fork I Drainage	Public Works	Weather and funding dependent	Will start on general permit locations weather allowing
3	Back Alley Paris	Holder / Morris	5 Year Implementation	Major grant applications submitted; denied ArtPlace America Grant; awaiting NEA funding
4	Annexation Projects	Holder / Morris	Finished original scope	Amending for pressure issues on 79 South; also Peppers Drive and 77 South; and Garland Avenue complete
5	MS-4 Permit	Holder / Morris / Jessie / Brown	5 Year implementation	Received permit; now must implement; attempting to get
6	MTAS Benchmarking	Holder		Departments reviewing data
7	Collinwood Drainage Project	Holder / Jessie	Ongoing	Completed Phase I; Starting Phase II weather permitting; Engineering complete

There being no further business the meeting was duly adjourned at 6:55 p.m.

/s/Samuel Tharpe
Mayor

/s/Kim Foster
Finance Director

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

**OLD BUSINESS
Agenda Item No. 1**

**Ordinance to Amend 11-201 of the Paris Municipal Code to Change the Number of Planning
Commission Members (Second Reading)**

An Ordinance to amend 11-201 of the Paris Municipal Code to change the number of Planning Commission members from eight (8) to seven (7) was discussed at last month's City Commission meeting and referred to the Planning Commission.

At the April 10th Planning Commission meeting, Ms. Rachel Terrell made a motion which was seconded by Mr. Randy Scholes to approve the recommendation of the Planning Commission being a seven (7) member board. The motion carried unanimously. This was presented for First Reading at last month's Commission meeting.

After a brief discussion, Vice Mayor Griffith made a motion which was seconded by Commissioner Fuller to approve the Ordinance on First Reading. The motion carried unanimously.

This is presented for a Public Hearing and Second Reading.

Ordinance No. 1170

AN ORDINANCE
to Amend 11-201 of the Paris Municipal Code

SECTION 1. Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that 11-201 of the Paris Municipal Code be deleted in its entirety and the following substituted therefore:

11-201. Creation and Membership. Pursuant to the provisions of T.C.A. 13-4-101 and 13-3-102 there is hereby created a Municipal Regional Planning Commission, hereinafter referred to as the Planning Commission. The Planning Commission shall consist of seven (7) members. One member shall be the Mayor of the City of Paris or a City Commissioner designated by the Mayor and one (1) of the members shall be a member of the City Commission selected by the Board of Commissioners. The other five (5) members shall be appointed by the Mayor. All members of the Planning Commission shall serve as such without compensation. Except for the initial appointments, the terms of the five (5) appointed members of the Planning Commission shall be for three (3) years each. The terms of the Mayor, or the Mayor's designee, and the member selected from the Board of Commissioners shall be concurrent with their terms of office on the Board of Commissioners. One (1) member of the Planning Commission shall reside within the regional area outside of the Municipal boundaries known as the Planning Region that is served by the Planning Commission as a Regional Planning Commission. Any vacancy in an appointed membership shall be filled for the unexpired term by the Mayor who shall also have authority to remove any appointed member at the Mayor's pleasure. (Ord. 1170, 06/10/14)

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 _____ May 1, 2014 _____.

Passed and adopted _____.

Mayor

Finance Director

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

**OLD BUSINESS
Agenda Item No. 2
Rezoning Request for Property Located on Volunteer Drive (Second Reading)**

Wyatt Owens requested a rezoning of his property located at Volunteer Drive and Jim Adams Drive from R-3 to B-1. Owens proposed to develop approximately 32 acres. He requested a rezoning of the front portion of the property.

At last month's City Commission meeting, Vice Mayor Griffith made a motion which was seconded by Commissioner Fuller to approve the rezoning request on First Reading and refer it to the Planning Commission. The motion carried unanimously.

At the Planning Commission meeting held Thursday, May 8th, Mr. Gerrell made a motion which was seconded by Mr. Griffith to approve the rezoning request and refer back to the City Commission for a Public Hearing and Second Reading. The motion carried unanimously.

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

ORDINANCE NO. 1171

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-3:

Being a portion of Tax Map 106, Parcel 32.01 on the Tax Assessor's Office of
Henry County, Tennessee, and being more particularly described as follows:

BEGINNING at a point in the southwest corner of Parcel 32.01, and being the
eastern margin of Volunteer Drive; thence with the eastern margin of Volunteer
Drive, North 04 deg. 18 min. 25 sec. East 643.1826 feet to a point in south
margin of a proposed future road; thence with the southern margin of the
proposed road South 85 deg. 38 min 34 sec. East 44.9260 feet to a point; thence
following the proposed road with a curve to the right, having an arc length of
75.5502 feet. a radius of 75.0000 feet, bearings of South 56 deg. 47 min. 05 sec.
East 72.3962 feet to a point; thence continuing with the proposed road, South
27 deg. 55 min. 36 sec. East 88.7191 feet to a point; thence following the
proposed road with a curve to the right having an arc length of 114.6544, radius
of 125.00, bearings of South 54 deg. 12 min. 13 sec. East 110.6772 feet to a
point in the northeast corner of this tract; thence leaving the proposed road and
severing the lands of Owens, South 04 deg. 18 min. 25 sec. West 465.8356 feet
to a point in the southeast corner of this described tract; thence North 87 deg.
51 min. 31 sec. West 250.1787 feet to the point of beginning, containing 3.25
acres, more or less.

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

Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014

NEW BUSINESS
Agenda Item No. 1
Financial Update

The Finance Director will provide the financial update.

MONTHLY OPERATING STATEMENT
April 2014

REVENUES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Local Taxes				
Property & In Lieu Taxes	1,818,000	93,871	1,654,588	91.01%
Local Option Sales Tax	3,350,000	270,602	2,786,530	83.18%
Wholesale Liquor / Beer	840,000	55,880	641,388	76.36%
Business Tax	340,000	12,570	131,998	38.82%
Fees & Licenses	131,750	1,111	102,371	77.70%
In Lieu Payments	147,250	28,091	114,675	77.88%
Grants				
Parks	0	0	0	0.00%
General	60,000	0	4,897	8.16%
Street	520,000	0	479,557	92.22%
Police	7,250	0	1,891	26.09%
State Shared taxes	1,311,000	84,328	1,104,072	84.22%
Receipts-Bethel/HCMC Project	6,523,800	0	6,523,724	100.00%
Proceeds-Fire / Annex Bond	270,000	0	138,906	51.45%
All Other	1,420,200	92,662	1,100,027	77.46%
Total General Fund	16,739,250	639,114	14,784,625	88.32%
Solid Waste Collection - BPU	1,240,000	101,393	1,010,071	81.46%
Solid Waste Disposal - Transfer	135,000	13,606	123,291	91.33%
Solid Waste Disposal - Brush	110,000	8,578	99,560	90.51%
Refuse Disposal Chgs - County	58,000	0	39,485	68.08%
Proceeds from Co-Track Loader	28,375	0	28,375	100.00%
Other (Tires / Recycle / Disc.)	1,500	673	2,775	184.98%
Total Solid Waste	1,572,875	124,250	1,303,556	82.88%
Drug Fund	60,100	1,649	24,162	40.20%
TOTAL REVENUES	18,372,225	765,013	16,112,343	87.70%

EXPENDITURES

	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	212,708	15,004	169,435	79.66%
General Administration	367,223	24,616	304,539	82.93%
Economic Development	185,602	10,663	107,913	58.14%
Financial Administration	278,164	17,726	246,423	88.59%
City Hall Building	109,530	6,492	81,342	74.26%
Police Department	1,856,589	127,079	1,479,218	79.67%
Downtown Parking	14,936	998	12,093	80.96%
Emergency Communications	516,371	35,954	384,768	74.51%
Fire Department	1,445,836	113,855	1,128,460	78.05%
Building Inspection	81,892	5,101	51,628	63.04%
Street Maintenance	1,286,481	88,013	1,095,478	85.15%
State Street Aid	250,000	1,118	197,749	79.10%
Street Lighting	300,000	25,931	257,026	85.68%
City Garage	261,654	20,897	214,005	81.79%
Cemetery Maintenance	50,601	5,921	33,332	65.87%
Health & Animal Control	142,891	9,527	110,952	77.65%
Civic Center	458,770	34,000	367,326	80.07%
Parks & Recreation	839,524	62,046	678,566	80.83%
Library	140,000	0	117,473	83.91%
Community Development	1,175,450	8,735	953,868	81.15%
Debt Service	6,581,150	113,332	6,377,786	96.91%
Transfer to By-Pass	500,000	0	488,257	97.65%
General Fund Expenditures	17,055,372	727,007	14,857,636	87.11%
Refuse Collection	593,560	36,866	469,075	79.03%
Contractual Services	460,000	42,332	380,399	82.70%
Landfill	426,256	19,270	380,753	89.32%
Total Solid Waste	1,479,816	98,468	1,230,227	83.13%
Drug Fund	82,050	3,736	50,028	60.97%
TOTAL EXPENDITURES	18,617,238	829,212	16,137,891	86.68%

**CITY OF PARIS, TENNESSEE
RETAIL SALES**

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>% Incr(Decr)</u>
JANUARY	\$20,292,046	\$19,978,890	\$22,378,512	\$21,142,986	\$21,495,329	1.67%
FEBRUARY	\$21,817,288	\$22,138,676	\$24,022,360	\$22,891,104	\$24,572,900	7.35%
MARCH	\$25,834,336	\$25,872,609	\$28,039,692	\$26,331,754	\$26,710,508	1.44%
APRIL	\$25,546,993	\$24,301,168	\$25,543,148	\$24,763,172		
MAY	\$24,651,605	\$25,112,662	\$26,579,916	\$26,115,472		
JUNE	\$27,184,283	\$26,933,854	\$27,033,060	\$26,442,974		
JULY	\$24,543,360	\$26,547,403	\$24,683,431	\$24,708,444		
AUGUST	\$23,781,281	\$24,880,476	\$25,366,827	\$24,462,464		
SEPTEMBER	\$24,513,176	\$24,171,237	\$25,187,368	\$24,928,640		
OCTOBER	\$24,312,413	\$24,300,791	\$23,679,751	\$24,450,137		
NOVEMBER	\$23,530,884	\$24,813,271	\$25,168,707	\$24,858,456		
DECEMBER	<u>\$29,625,960</u>	<u>\$30,519,040</u>	<u>\$30,402,070</u>	<u>\$31,005,408</u>		
TOTAL	<u><u>\$295,633,625</u></u>	<u><u>\$299,570,077</u></u>	<u><u>\$308,084,840</u></u>	<u><u>\$302,101,012</u></u>	<u><u>\$72,778,737</u></u>	
Previous YTD % Increase / Decrease		2.36%	1.33%	2.84%	-1.94%	3.43%

Narrative to April 2014 Operating Statement

Retail Sales fell back to a more expected level at 1.44% ahead of the same time last year. In the first three months of the 2014 calendar year, we are 3.43% ahead of last year-to-date.

We are still running ahead of budget in both Revenues and Expenditures, and as expected our Expenditures are back to running ahead of our Revenues. We will get a pretty big boost to our Revenues in May when we get our business tax collections from the State. Since the State has restricted the tax return schedule for businesses statewide, most businesses will now send in their returns in the month of April and we will receive our share in May.

Also, we are still waiting to receive our last payment from the State on the Joy Street Project and I am hoping that will come in any day.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

**NEW BUSINESS
Agenda Item No. 2
Appointments to Boards**

The following appointment is to be considered this month:

Parks and Recreation Board – 5 Year Term – Mayoral Appointment

Debbie Elliott – Term Expired May 1, 2014

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

NEW BUSINESS
Agenda Item No. 3
ARAP Permit

Attached is a Memo sent to the Mayor and the Commission on Tuesday, May 20th pertaining to the ARAP Permit. Also included is a letter received for the State Department of Environment and Conservation about the City's amended ARAP Permit.

MEMO



TO: Mayor Tharpe and the Board of Commissioners
FROM: Carl Holder, City Manager
DATE: Tuesday, May 20, 2014
RE: ARAP Permit

The gist of the attached letter is that TDEC still will not issue an ARAP Permit. Hopefully, involving the West Tennessee River Basin Authority will carry weight with TDEC and expedite the newly required step of a stream mitigation plan. I will begin working on a Plan with WTRBA.



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF WATER RESOURCES
William R. Snodgrass – Tennessee Tower
312 Rosa L. Parks Avenue, 11th Floor
Nashville, TN 37243-1102

May 13, 2014

Mr. Carl Holder – City Manager
City of Paris
100 North Caldwell Street
Paris, TN 38242

Subject: CITY OF PARIS - NRS13.156
HENRY COUNTY, TENNESSEE

Dear Mr. Holder:

Thank you for your recent amended Aquatic Resource Alteration Permit (ARAP) application for the proposed stabilization of approximately 7,500 linear feet of stream bank of two unnamed tributaries to Bailey Fork Creek in the City of Paris, Henry County TN.

As stated in the September 13, 2013 correspondence from the Division, the main unnamed tributary to Bailey Fork Creek is currently listed as fully supportive of its designated uses as is Bailey Fork Creek itself. Therefore, the division has no indication that a water quality problem exists in the main unnamed tributary or in Bailey Creek that would be improved by the reshaping and placement of riprap on the banks of the streams. In fact, fully armoring such a long reach of stream channel has a significant potential to result in degradation of the aquatic resource, if not a loss of its designated uses. The smaller unnamed tributary to Bailey Fork Creek has not been assessed for use support classification but the same concern regarding supposed water quality improvement would apply to it as well. Your amended application has reduced the proposed length of bank stabilization from approximately 7,500 Lf to approximately 1,650 LF limited to locations of critical bank failure and imminent property loss. This change in scope will greatly reduce the overall impact to the two unnamed tributaries.

However, given that the impacted water bodies are listed as fully supportive of their designated uses, the proposed installation of rip-rap from top of bank to toe of slope along this 1,650 linear feet would most likely require mitigation to offset the lost resource value. In order to complete the review of this project, a mitigation proposal will be required. I am enclosing a copy of *Stream Mitigation Guidelines for the State of Tennessee* for your use. These guidelines can also be obtained from the Division's website at <http://www.tn.gov/environment/water/docs/wpc/stream-mitigation-guidelines.pdf>

If you have additional comments or questions, please contact me at your earliest convenience at (615) 532-0675 or by email at mark.a.jordan@tn.gov.

Sincerely,

A handwritten signature in blue ink that reads "Mark A. Jordan for".

Mark A. Jordan
Environmental Specialist
Natural Resources Unit
Water Quality Branch

cc: JRS:MAJ
JEFO-DWR
Tom Allen, Neel-Schaffer, Inc., tom.allen@neel-schaffer.com

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

NEW BUSINESS
Agenda Item No. 4
Mixed Drink Tax

You have received a staff memo on our responsibility under the recently passed legislation addressing this issue. Unless the Commission has other thoughts, we will proceed accordingly.

MEMO

TO: Mayor Tharpe and Board of Commissioners

FROM: Carl Holder, City Manager

DATE: Wednesday, May 21, 2014

RE: Past Payment of Mixed Drink Taxes to School System

As you will recall the Comptroller discovered that most Cities have not been distributing the Mixed Drink Tax as required by law. Accordingly at the last minute of the last Session the General Assembly produced a bill outlining various procedures under which Cities must pay school systems for this oversight. The law requires us to negotiate an agreement with the school systems before September 1st or essentially face the probability of paying one-half of the collections for the last 15 years which is about \$157,000.

In preliminary discussions with the school systems there was an informal agreement that we would each recommend ten (10) years of past payments or \$115,000 spread out over five (5) years. This appears reasonably equitable in that they are giving up about \$42,000 and agreeing to spread payments over five (5) years.

Considering that failure to negotiate an agreement can result in the entire amount being extracted from our state shared taxes; we are somewhat limited in our options.

I will proceed with writing the letter if I hear no objections.

Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014

NEW BUSINESS
Agenda Item No. 5
Annexation Project Final Phase

The bid has been let on the last piece of sewer line. See attached letter.



Jacobs Engineering Group Inc.

One Vantage Way, Suite B-400
Nashville, Tennessee 37228 USA
615.254.6002 / Fax 615.254.6073

May 29, 2014

Mr. Shane Bartholomew
Secretary
Barstow Construction, Inc.
200 Northwood Drive
Huntingdon, Tennessee 38344

**RE: Notice of Award and Execution of Contract Documents
Peppers Drive and Highway 77 Wastewater Improvements
City of Paris, Tennessee**

Dear Mr. Bartholomew:

We are pleased to notify you, on behalf of the City of Paris, Tennessee, that Barstow Construction, Inc. is hereby awarded the Contract for the construction of the above referenced project in the amount of \$68,482.00.

Enclosed are four original counterparts of the Contractual Documents. Please execute the documents in the following manner:

1. Execute (sign where indicated, including the attest, and apply corporate seal, if applicable) the Contract Agreement. Leave the date of the Agreement blank.
2. Jointly with your surety execute the Performance Bonds and the Payment Bonds, leaving the dates blank. Execute the bonds that are bound within these books. Original signatures must be provided at each indicated location. (Stamped signature or notations referencing the power of attorney are not acceptable substitutes for a signature.)
3. Attach an undated original power of attorney to each executed individual Performance Bond and each Payment Bond (total of 8 executed original powers of attorney).
4. Provide a letter from your firm, signed by the person who signed the Agreement, authorizing the City of Paris to date the Agreement and to date the bonds with the same date as the Agreement (after the agreement is signed).
5. Provide a letter from your surety authorizing the City of Paris to date both the bonds and the powers of attorney with the same date as the Agreement (after the agreement is signed).
6. Designate an agent at the bottom of the Payment Bond, Paragraph (b).

Provide four sets of original certificates of insurance indicating that all of the required policies have been obtained and at limits no less than those required by the Contract Documents. For your convenience, we have attached a copy of the insurance requirements as they appear in the Contract Documents. This copy should be forwarded to the insurance agent who will be preparing the insurance certificates for this project.

In accordance with Bid for Unit Price Contracts, you and your surety have ten days after receipt, to return all four of the counterparts properly executed by the Contractor and the surety and to provide the

Mr. Shane Bartholomew
May 29, 2014
Page 2

required insurance certificates. These documents should be returned to Jacobs, Attn: Jason English, at the above address.

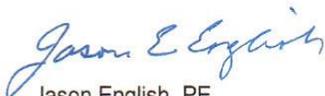
After review, and if found acceptable, the Contract Documents will then be forwarded to the Owner for their review and execution. After execution by the Owner, one original counterpart completely executed and dated will be returned to you for your use.

A pre-construction conference will be scheduled with Barsto Construction, Inc., the Owner, and Jacobs to discuss this project as well as the Notice to Proceed. You are cautioned not to perform any on-site operations prior to receiving your Notice to Proceed without written approval from the Owner or Jacobs.

We look forward to working with you on this project.

Sincerely,

Jacobs Engineering Group Inc.



Jason English, PE
Project Manager

Enclosures

cc: Carl Holder, City of Paris (w/o attachments)
File C6A02703

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

**NEW BUSINESS
Agenda Item No. 6
Motion to Receive and File FY 15 Proposed Budget**

The Mayor should seek a motion “to receive and file the Proposed FY 15 Budget subject to amendments as directed by the Commission”.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

**NEW BUSINESS
Agenda Item No. 7
FY 15 Budget Ordinance (First Reading)**

The FY 15 Budget is proposed for First Reading. After First Reading, the budget must be published at least ten (10) days prior to the Final Reading.

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF PARIS, TENNESSEE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2014 AND ENDING JUNE 30, 2015

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 2015:

	<u>2013 Actual</u>	<u>2014 Budgeted</u>	<u>2015 Proposed</u>
Property Taxes	\$1,160,669	\$1,148,000	\$1,318,000
Sales Tax (State & Local)	\$4,030,530	\$4,220,000	\$4,215,000

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

Fund	General			Solid Waste		
	FY 2013 Audited	FY 2014 Budget	FY 2015 Proposed	FY 2013 Audited	FY 2014 Budget	FY 2015 Proposed
Revenues						
Local Taxes	\$5,880,813	\$6,463,000	\$6,836,000			
State of TN	1,250,713	1,576,000	1,316,500			
Federal Government	377,004	339,250	400,000			
Other Sources	7,916,853	8,361,000	3,723,507	1,472,593	1,572,875	1,567,375
Total Revenues	\$15,425,383	\$16,739,250	\$12,276,007	\$1,472,593	\$1,572,875	\$1,567,375
Expenditures						
Salaries	\$4,302,880	\$4,505,964	\$4,501,759	\$375,337	\$402,525	\$398,209
Other	10,383,242	12,549,408	7,672,517	999,706	1,077,291	918,499
Total Expenditures	\$14,686,122	\$17,055,372	\$12,174,276	\$1,375,043	\$1,479,816	\$1,316,708
Beginning Fund Balance	\$898,233	\$1,637,494	\$1,312,372	\$2,433,115	\$2,530,665	\$2,623,724
Ending Fund Balance	1,637,494	1,312,372	1,423,103	2,530,665	2,623,724	2,874,391
No. of FTE Employees	120	120	120	11	11	11

Fund	Drug			Cemetery		
	FY 2013 Audited	FY 2014 Budget	FY 2015 Proposed	FY 2013 Audited	FY 2014 Budget	FY 2015 Proposed
Revenues						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$58,281	\$60,100	\$33,500	\$442	\$400	\$400
Total Revenues	\$58,281	\$60,100	\$33,500	\$442	\$400	\$400

Expenditures						
Salaries						
Other	\$67,587	\$82,050	\$98,950	\$0	\$1,000	\$0
Total Expenditures	\$67,587	\$82,050	\$98,950	\$0	<\$600>	\$0
Beginning Fund Balance	\$123,021	\$113,715	\$91,765	\$181,580	\$182,022	\$181,422
Ending Fund Balance	\$113,715	\$91,765	\$26,315	\$182,022	\$181,422	\$181,822
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 2015 (July 1, 2014 through June 30, 2015) the following amounts as set forth above:

General Fund	\$13,588,379
Solid Waste Fund	4,191,099
Drug Fund	125,265
Cemetery Fund	<u>182,822</u>
Total All Funds	\$18,087,565

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 2013 Audited	FY 2014 Budget	FY 2015 Proposed	FY 2013 Audited	FY 2014 Budget	FY 2015 Proposed
Revenues						
Local Taxes						
State of TN						

Federal Government						
Other Sources	3,634,245	3,742,088	3,779,440	45,486,313	47,982,270	46,005,000
Total Revenues	\$3,634,245	\$3,742,088	\$3,779,440	\$45,486,313	\$47,982,270	\$46,005,000
Expenditures						
Salaries	1,103,894	1,045,000	1,114,000	2,684,716	2,770,697	2,800,000
Other	2,432,313	2,554,580	2,760,650	41,574,210	43,459,405	41,836,950
Total Expenditures	\$3,536,207	\$3,599,580	\$3,874,650	\$44,258,926	\$46,230,102	\$44,636,950
Surplus/Deficit	\$98,038	\$142,508	<\$95,210>	\$1,227,387	\$1,752,168	\$1,368,050
(Add/Subtract from						
Net Assets)	14,717,895	14,860,403	14,765,193	33,773,315	35,525,484	36,893,534

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 2015 DEBT SERVICE PAYMENT**

NOTES						
	Authorized & Unissued	Outstanding	Payment Fund	Principal	Interest	Total Debt Service
TML Note 2003	\$0	\$94,000	General	\$46,000	\$3,160	\$49,160
TML Note 1998	0	1,082,000	General	195,000	5,082	200,082
Water CON 2011	0	839,330	Water	86,975	26,061	113,036
Sewer CON 2011	0	1,525,670	Sewer	158,025	47,397	205,422
Water & Waste Water CON 2013	0	845,000	Water / Sewer	75,000	21,041	96,041
TOTAL NOTES	\$0	\$4,386,000		\$561,000	\$102,741	\$663,741

LOAN AGREEMENTS						
RDA Loan 2008	\$0	\$323,714	Economic	\$92,508	\$0	\$92,508
RDA Loan 2009	0	300,000	Economic	75,000	0	75,000
RDA Loan 2012	0	1,100,000	Economic	114,583	0	114,583
TOTAL LOANS	\$0	\$1,723,714		\$282,091	0	\$282,091

GO BONDS						
TML Bond Series 2012	131,195	907,805	General	96,000	52,300	148,300
TOTAL BONDS	\$	\$		\$	\$	\$
REVENUE BONDS						
Electric System 2013	\$0	\$7,670,000	Electric	\$295,000	\$254,916	\$549,916
Electric System 2008	0	2,700,000	Electric	495,000	103,700	598,700
Electric System 2004	0	1,900,000	Electric	350,000	69,828	419,828
TOTAL REV BONDS	\$0	\$12,270,000		\$1,140,000	\$428,444	\$1,568,444
CAPITAL LEASES						
GE Commercial 2011	0	16,317	General	16,317	734	17,051
TOTAL CAPITAL LEASES	\$0	\$16,317		\$16,317	\$734	\$17,051

SECTION 6. For Fiscal Year 2015, the following capital projects as proposed:

Project	Proposed Appropriation Amount	By Debt
Annexation Projects	\$100,000	100,000
Street Improvement	180,000	0
By Pass Project	170,000	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, 2014, the public welfare requiring it.

Mayor

Finance Director

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

**NEW BUSINESS
Agenda Item No. 8
Tax Rate Ordinance (First Reading)**

A change to the current tax rate of \$.7171 per \$100 of assessed value is proposed.

Ordinance No.
AN ORDINANCE Fixing the Tax Rate and
Providing for the Date and Condition of Payment for
the Year 2014.

BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that the following shall be the tax rate and conditions by which they may be paid for the year 2014.

SECTION 1. A tax of \$ _____ .7171 _____ 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 2014.

SECTION 2. All taxes on property, both real and personal, shall be due and payable upon the effective date of this ordinance and shall become delinquent on the first (1st) day of March, 2015. In the event that payment is not made before March 1, 2015, 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, 2014.

Passed and adopted _____.

Passed and adopted _____.

Mayor

Finance Director

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

NEW BUSINESS
Agenda Item No. 9
City Hall Renovation

Staff met with Cary Henson, of Henson Construction, to consider the 5 Levels of City Hall renovation. General consensus is that a minimal level or Option I is a necessity.

- Option I - Resolve all HVAC distribution issues
- Update aesthetics, ADA bathrooms, other necessary repairs and minimum modifications and stain exterior
- Elements of Option II – nicer finishes, improved front, additional furnishes may be considered as option
- Option III – appears the best option at \$2.9 m since it creates additional space since it potentially lengthens the functionality of the building. The question here is affordability.

While a new building was considered, it was dismissed as too costly for the added benefit, especially when considering the present structure is functional and structurally viable if appropriately renovated.

The next step is sizing a potential bond issue with other related bond funded projects.

**Honorable Mayor and Board of Commissioners
City of Paris, Tennessee
Regular Meeting
June 10, 2014**

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

The Ongoing Project Update Sheet, as of June 5, 2014, is presented for your review.

ONGOING PROJECTS (as of 06-05-14)

	Item	Primary Staff	Target Completion Date(s)	Notes
1	218 Bypass	Holder / Morris / Greer	?	Major issue with moving utilities based on revised plans; trying to find less costly solutions; State taking over condemnation of rail road
2	Bailey Fork I Drainage	Public Works	Weather and funding dependent	TDEC now requiring Mitigation Plan
3	Back Alley Paris	Holder / Morris	5 Year Implementation	Major grant applications submitted; denied ArtPlace America Grant; awaiting NEA funding
4	Annexation Projects	Holder / Morris	Finished original scope	Peppers Drive and 77 South underway
5	MS-4 Permit	Holder / Morris / Jessie / Brown	5 Year implementation	Received permit; now must implement
6	MTAS Benchmarking	Holder		Will issue Commission a Report soon
7	Collinwood Drainage Project	Holder / Jessie	Ongoing	Completed Phase I; Starting Phase II weather permitting; Engineering complete