

**CITY OF PARIS, TENNESSEE  
BOARD OF COMMISSIONERS  
November 7, 2013  
6:00 P.M.**

**PUBLIC HEARING**

1. Stormwater Ordinance (Second Reading)
2. Rezoning Request: M-1 to P-B on Highway 641 South (Second Reading)
3. Request to Rezone an Eight (8) Acre Portion of Property on Highway 218 (Map 115, Parcel 1.00) from P-B to M-1 (Second Reading)
4. Resolution Regarding Belmont Lodge and Colony Square Apartments

**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 Meetings – October 3, 2013**

**V. The Board Will Hear Comments from the Citizens**

**VI. The Board Will Hear Comments from the Commission**

**VII. OLD BUSINESS**

1. Stormwater Ordinance (Second Reading)
2. Rezoning Request: M-1 to P-B on Highway 641 South (Second Reading)
3. Request to Rezone an Eight (8) Acre Portion of Property on Highway 218 (Map 115, Parcel 1.00) from P-B to M-1 (Second Reading)

**VIII. NEW BUSINESS**

1. Financial Update
2. Appointments to Boards
3. Resolution Regarding Belmont Lodge and Colony Square Apartments
4. Motion to Receive and File the Henry County Emergency Operations Plan
5. Healthcare Administration Report
6. Parks Department Personnel Changes
7. Mutual Fire Aid Agreement with the City of Murray, Kentucky
8. Water and Sewer Line Dedication
9. Multi-Modal Transportation Grant Application

**IX. Status of Various Projects and Departmental Summaries**

1. Project Update Sheet

**X. Adjournment**



*Give thanks in all circumstances; for this is God's will for you in Christ Jesus.*

---

THE CITY COMMISSION  
CITY OF PARIS, TENNESSEE  
OCTOBER 3, 2013  
REGULAR MEETING

---

The Board of Commissioners of the City of Paris, Tennessee met in regular session Thursday, October 3, 2013 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 Employee Safety Plan (Second Reading)

**NEW BUSINESS**

1. Financial Update
2. Appointments to Boards
3. Stormwater Ordinance (First Reading)
4. Rezoning Request: M-1 to P-B – Highway 641 South
5. Resolution Authorizing the Mayor to Sign an Interlocal Agreement with the Henry County Tourism Authority
6. An Ordinance to Amend Title 11, Chapter 104 of the City of Paris Municipal Code by Rezoning Certain Property on the Highway 218 Bypass from P-B to M-1

**STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES**

1. Project Update Sheet

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  
John Etheridge, Board of Public Utilities

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

Mayor Tharpe called the meeting to order. The Pledge of Allegiance and a Moment of Silence was observed. Vice Mayor Griffith made a motion which was seconded by Commissioner Lackey to approve the minutes from the meeting held Thursday, September 5, 2013. The motion carried unanimously.

**COMMENTS FROM CITIZENS**

No comments.

**COMMENTS FROM THE COMMISSION**

Commissioner Fuller along with Commissioner Lackey informed the Commission about a possible “B.I.P” (“Buy In Paris Price”) Program where it was suggested if you buy in Paris a business may offer you a special Paris price. Commissioner Gerrell stated that a similar idea was being considered by the Chamber of Commerce but called “Buy in Henry County”. The first meeting on the topic is to be held on Wednesday, October 9<sup>th</sup>.

**OLD BUSINESS**

**ORDINANCE TO AMEND EMPLOYEE SAFETY PLAN (SECOND READING)**

Federal law requires that we amend by Ordinance our Occupational Safety and Health Plan Program for employees every five (5) years.

Our Ordinance establishing the Plan fully conforms to all legal requirements however the Plan needed updating for signatures, employee numbers, and one reference to pertinent CFRs. It is based on the 2013 MTAS Model Plan.

At the September meeting, Vice Mayor Griffith made a motion which was seconded by Commissioner Gerrell to approve the Ordinance on First Reading. The motion carried unanimously.

After a brief discussion, Vice Mayor Griffith made a motion to approve the Ordinance on Second Reading. Commissioner Gerrell seconded the motion which carried unanimously.

ORDINANCE NO. 1161

An Ordinance to Amend  
the Occupational Safety and Health Plan for City Employees

Be it ordained by the Board of Commissioners of the City of Paris, Tennessee that 1-901.et.seq., of the Paris Municipal Code, as adopted July 3, 2003 be amended to reflect minor changes in program requirements as follows:

Section 1. That the revised Plan of Operation for the Occupational, Safety and Health Program Plan for Employees of the City of Paris as presented on September 5, 2013 is hereby adopted.

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 \_\_\_\_\_ September 5, 2013 \_\_\_\_\_.

Passed and adopted \_\_\_\_\_ October 3, 2013 \_\_\_\_\_.

\_\_\_\_\_  
/s/Samuel Tharpe  
Mayor

\_\_\_\_\_  
/s/Kim Foster  
Finance Director

**FINANCIAL UPDATE**

Finance Director Kim Foster provided the Financial Update. She stated that on the positive side, growth is being seen. Revenues are ahead of last year. Retail sales were also on the positive side.

It was also noted that Landfill Expenses includes the purchase of the Trackhoe for \$164,500. Our budget will need to be adjusted at some point for this purchase.

Also, the \$6.5 million from Bethel that we used to pay off the bond issue is not reflected in the financial report as it was an unusual and extraordinary item that resulted in a “wash” on the financials.

### **APPOINTMENTS TO BOARDS**

There were no appointments to Boards to be filled for the month of October.

### **STORMWATER ORDINANCE (FIRST READING)**

Staff introduced the Stormwater Ordinance as required by the MS-4 Permit process. The proposed Ordinance is based on the MTAS Model Ordinance s amended in April 2013. Copies of the Ordinance were distributed electronically since it is 70-plus pages long.

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.

The Ordinance will be presented next month for a Public Hearing and Second Reading.

### **REZONING REQUEST: M-1 TO P-B – HIGHWAY 641 SOUTH (FIRST READING)**

At the rescheduled Planning Commission meeting held Thursday, September 19th, a rezoning request for Highway 641 South – M-1 to P-B was presented to the Board for discussion. A request was submitted by Jamie Brown for the rezoning of property located on Highway 641 South. The property is currently zoned M-1 and fronts on the highway. The parcel is not a large parcel and would be more conducive to some type of general business zoning.

The rezoning request application, maps for the location and surrounding zoning districts were included in the agenda.

After a brief discussion, Mr. Gerrell made a motion which was seconded by Mr. Griffith to submit this rezoning request to the City Commission. The motion carried unanimously.

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

It will be presented for a Public Hearing and a Second Reading at next month’s meeting.

### **RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN INTERLOCAL AGREEMENT WITH THE HENRY COUNTY TOURISM AUTHORITY**

The City’s Relending Program Board has approved an application from the Henry County Tourism Authority for \$50,000 at 0% for five (5) years, for the renovation of certain structures at Camp Hazlewood. The TRRA revenue stream will be pledged as collateral.

After a brief discussion, Commissioner Lackey made a motion which seconded by Vice Mayor Griffith to approve the Resolution to authorize the Mayor to sign the Interlocal Agreement. The motion carried unanimously.

#### RESOLUTION NO. 1527

#### INTERLOCAL AGREEMENT BETWEEN THE CITY OF PARIS AND HENRY COUNTY TOURISM AUTHORITY RELATING TO AN IRP LOAN

WHEREAS, the City of Paris Intermediate Relending Program Committee has recommended a 0% loan of \$50,000 to the County of Henry Tourism Authority; and

WHEREAS, the County of Henry Tourism Authority must establish sufficient collateral for the loan; and

WHEREAS, the Tourism Authority has authority granted by the Henry County Commission to pledge the Authority's Tennessee River Resort Funds for such purposes; and

WHEREAS, the City of Paris deems the pledge of said funds, as sufficient collateral for the repayment of the loans as established in the Loan Department; and

WHEREAS, it is deemed desirable to authorize the Mayor to sign an Interlocal Agreement as prepared by the City Attorney in accordance with the Program guidelines; and

NOW THEREFORE BEING ORDAINED that the Mayor is authorized to sign said Interlocal Agreement on this the 3<sup>rd</sup> day of October, 2013.

/s/Samuel Tharpe  
\_\_\_\_\_  
Mayor  
City of Paris

/s/Brent Greer  
\_\_\_\_\_  
Mayor  
County of Henry

/s/Donna Craig  
\_\_\_\_\_  
County Court Clerk

**AN ORDINANCE TO AMEND TITLE 11, CHAPTER 104 OF THE CITY OF PARIS MUNICIPAL CODE BY REZONING CERTAIN PROPERTY ON THE HIGHWAY 2018 BYPASS FROM P-B TO M-1**

The Board of Public Utilities has located properties for their proposed warehouse and requested we expedite a rezoning request to aid them in moving quickly into construction.

Staff requests that the Commission approve the Zoning Map amendment request by caption and refer it to the Planning Commission.

John Etheridge of BPU was present to field any questions.

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

**STATUS OF VARIOUS PROJECTS AND DEPARTMENTAL SUMMARIES**

**ONGOING PROJECTS (as of 09-26-13)**

|   | Item                | Primary Staff   | Target Completion Date(s) | Notes   |
|---|---------------------|-----------------|---------------------------|---|
| 1 | Joy Street          | Holder / Morris | 7-31-13                   | Finished  |
| 2 | Collinwood Drainage | Public Works    | Weather dependent         | Completed Phase I; Starting Phase II; Engineering |

|    |                             |                          |   |  |
|----|-----------------------------|--------------------------|---|--|
| 3  | Hazelwood                   | Holder                   |   | Holder and Greer creating Plan B for development of Youth Camp.  |
| 4  | Annexation Projects         | Holder / Morris          |   | Finished, except for punch list.   |
| 5  | Employee Handbook           | Holder / Foster / Ray    | Indefinite  | Reflect personnel rules;<br>No progress.   |
| 6  | 641 North                   | Holder / Morris          |   | No further City involvement.   |
| 7  | MTAS Benchmarking           | Holder                   |   | New standards to Department Heads.   |
| 8  | 218 Bypass                  | Morris / Holder / Greer  | November 15 for City efforts  | October 1st deadline for purchases due to various issues; Morris actively working.   |
| 9  | Valleywood Drainage Project | Holder / Jessie / Brown  | Ongoing Process   | ARAP permit applied for on July 22 <sup>nd</sup> ; Brown / Jessie obtaining easements; Hope to start spot locations in October |
| 10 | MS-4 Permit                 | Holder / Morris / Jessie | Deadline for Notice of Intent (NOI) application – December 31, 2013 | Currently working on NOI; Proposing sample ordinance.  |

There being no further business the meeting was duly adjourned at 6:40 p.m.

/s/Samuel Tharpe  
Mayor

/s/Kim Foster  
Finance Director

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**OLD BUSINESS  
Agenda Item No. 1  
Stormwater Ordinance (Second Reading)**

---

At last month's meeting, Staff introduced the Stormwater Ordinance as required by the MS-4 Permit process. The proposed Ordinance is based on the MTAS Model Ordinance amended in April 2013. Copies of the Ordinance were distributed electronically since it is 70-plus pages long.

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.

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

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**OLD BUSINESS  
Agenda Item No. 2**

**Rezoning Request: M-1 to P-B on Highway 641 South (Second Reading)**

---

At the Planning Commission meeting held Thursday, September 19th, a rezoning request for Highway 641 South – M-1 to P-B was presented to the Board for discussion. A request was submitted by Jamie Brown for the rezoning of property located on Highway 641 South. The property is currently zoned M-1 and fronts on the highway. The parcel is not a large parcel and would be more conducive to some type of general business zoning.

After a brief discussion, Mr. Gerrell made a motion which was seconded by Mr. Griffith to submit this rezoning request to the City Commission. The motion carried unanimously.

At the last City Commission meeting, Vice Mayor Griffith made a motion which was seconded by Commissioner Gerrell to approve the rezoning request on First Reading. The motion carried unanimously.

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

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**OLD BUSINESS  
Agenda Item No. 3**

**Request to Rezone an Eight (8) Acre Portion of Property on Highway 218  
(Map 115, Parcel 1.00) from P-B to M-1 (Second Reading)**

---

At the October City Commission meeting, the Board of Public Utilities had located properties for their proposed warehouse and requested we expedite a rezoning request to aid them in moving quickly into construction.

Staff requests that the Commission approve the Zoning Map amendment request by caption and refer it to the Planning Commission.

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

At the Planning Commission meeting held Thursday, October 10<sup>th</sup>, Mr. Scholes made a motion which was seconded by Mr. Veazey to recommend that the requested 8 acres be rezoned from P-B to M-1 to allow warehousing. The motion carried unanimously.

This is presented for a Public Hearing and Second Reading.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 1  
Financial Update**

---

The Finance Director will provide a financial update.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

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

---

The following appointments are to be considered this month:

- Board of Zoning Appeals – (Meets as Needed) – 3 Year Term
  - Ray Hill – Term Expires November 10, 2013
  
- Downtown Parking Committee – (Appointments by: one appointment by Chamber of Commerce (1 year term); two appointments by Downtown Paris Association (2 year term); two appointments by City Manager, Consumer and At-Large (3 year terms) Finance Director serves as Chairman
  - Chip Anderson – Chamber of Commerce Appointment – Term Expires November 7, 2013
  - Waid Green – Downtown Paris Association Appointment – Term Expires November 7, 2013

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 3  
Resolution Regarding Belmont Lodge and Colony Square Apartments**

---

Attached is a resolution submitted by the Health, Educational and Housing Facilities Board of Sevier County, Tennessee as requested by Belmont Lodge and Colony Square Apartments for issuance of its Revenue Bonds not to exceed \$41,334,000.

A Public Hearing on this matter was held prior to this meeting. A Notice was published also in the newspaper.

## RESOLUTION NO. 1528

**WHEREAS**, Hallmark Belmont Lodge, LLC and Hallmark Colony Square, LLC (collectively, the “Borrower”) has requested The Health, Educational and Housing Facilities Board of Sevier County, Tennessee (the “Issuer”) issue its Revenue Bonds for the benefit of the Borrower, in the aggregate principal amount of not to exceed \$41,334,000 (the “Bonds”); and

**WHEREAS**, a portion of the proceeds of the Bonds will be used for the purpose of (a) financing the cost of acquisition and renovation of the multifamily properties listed in *Exhibit A* attached hereto and incorporated by reference (collectively, the “Projects”), (b) funding reserves and (c) paying certain costs of issuance of the Bonds; and

**WHEREAS**, in order to achieve interest savings, the Borrower desires that the Bonds be issued in compliance with the requirements of the Internal Revenue Code of 1986, as amended (the “Code”) so that interest on the Bonds will be excludable from the gross income of the owners thereof; and

**WHEREAS**, Section 147(f) of the Code and Chapter 101, Part 3 of Title 48, Tennessee Code Annotated (T.C.A. §48-101-301 et seq.) as amended (“Title 48 of the TN Code”) each require, as a condition to issuing the Bonds to acquire the Projects, that the City Commission (the “Board”) of Paris, Tennessee (the “City”) approve of the Issuer’s issuance of the Bonds; and

**WHEREAS**, it is deemed necessary and advisable that this Resolution be adopted.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD AS FOLLOWS:**

**SECTION 1.** Belmont Lodge Apartments, located at 400 Lankford Road, Paris, Tennessee 38242 and Colony Square Apartments, located at 1175 Highway 641 South, Paris, Tennessee 38242 (collectively, the “Project”) is located within the corporate limits of Paris, Tennessee (the “Jurisdiction”). The Project will be owned by the Borrower. The issuance of the Bonds by the Issuer in an aggregate amount not to exceed \$41,334,000 is hereby approved for purposes of Section 147(f) of the Code and Title 48 of the TN Code.

**SECTION 2.** A hearing open to the public was held on November 7, 2013, for which due and reasonable public notice was given to the Jurisdiction in accordance with the provisions of law and the procedures established therefor.

**SECTION 3.** Such approval shall be solely for the purposes of Section 147(f) of the Code and Title 48 of the TN Code. The City shall have no liabilities for the payment of the Bonds nor shall any of its assets be pledged to the payment of the Bonds.

**SECTION 4.** This Resolution shall take effect and be in full force immediately after its adoption by the Board.

---

Mayor

---

Finance Director

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 4**

**Motion to Receive and File the Henry County Emergency Operations Plan**

---

Staff requests that the Commission receive and maintain on file and for public review the 2013 Henry County Emergency Operations Plan. The Plan shall be on file in the Office of the City Manager with copies distributed either on paper or by disk to the Fire, Police, and Public Works Departments.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No.5  
Healthcare Administration Report**

---

In the future I will place this item on the Projects Update Report. By way of information, we have met with our Benefits Service and they have laid out the various reporting requirements for being an employer health care provider and presented requirements under the Affordable Health Care Act. We are very impressed with their level of organization, knowledge, and interest in containing our cost especially by exploring means to minimize the financial implications of the Affordable Healthcare Act.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 6  
Parks Department Personnel Changes**

---

As an informational item we are making a number of changes in positions and personnel in the Parks Department.

Longtime employee Larry Brannon is retiring as Parks Maintenance Supervisor. We anticipate filling that position internally, which will in turn create additional openings to be filled internally, until an opening is created at the entry level.

I am shifting some of the records keeping functions of the Parks Maintenance Supervisor to the reactivated position of Administrative Assistant – Parks / Civic Center, which we will fund as a full-time position by reductions in salary levels of new positions of permanent and part-time positions.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 7  
Mutual Fire Aid Agreement with the City of Murray, KY**

---

The State Fire Marshall's Office recommends that a mutual aid agreement be current to within ten years. Both Departments desire to establish a new agreement. The City Attorney has reviewed and approved as to form. Staff requests the Commission authorize the Mayor to sign the agreement as presented.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 8  
Water and Sewer Line Dedication**

---

When we build water and/or sewer facilities we have been informally tuning them over to the Board of Public Utilities (BPU) for operation and maintenance. However, our accountants have recommended that formal dedication is appropriate, so there is a record of transfer of assets. The City Attorney has prepared a Deed of Dedication for the Mockingbird Sewer and 79 Water Line.

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

**NEW BUSINESS  
Agenda Item No. 9  
Multi-Modal Transportation Grant Application**

---

The Federal Highway Administration has announced the release of a Federal Program known as the Multi-Modal Transportation Grant. The thrust of the program is linking various forms of transportation together. (for example, walking – busses; autos – busses, etc.)

The funding is 95% - 5% Federal to local match. We are requesting you authorize the Mayor to sign an application which proposes to build a sidewalk from Sparks Street to the Tyson / Mineral Wells intersection.

RESOLUTION NO. 1529

RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE MULTI-MODAL ACCESS  
PROGRAM APPLICATION

WHEREAS, the City of Paris Board of Commissioners desire to apply for the Federal Highway Administration Multi-Modal Access Grant; and

WHEREAS, the application for the Grant requires the signature of the Mayor; and

NOW THEREFORE BE IT RESOLVED that the Mayor is hereby authorized to sign the application as prepared by A2H Engineers and Architects on this the 7<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
Mayor

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

**Honorable Mayor and Board of Commissioners  
City of Paris, Tennessee  
Regular Meeting  
November 7, 2013**

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

---

The Ongoing Project Update Sheet, as of November 1, 2013 is presented for your review.

## ONGOING PROJECTS (as of 11-01-13)

|   | Item                        | Primary Staff            | Target Completion Date(s)   | Notes   |
|---|-----------------------------|--------------------------|---|---|
| 1 | Joy Street                  | Holder / Morris          | 7-31-13   | Finished  |
| 2 | Collinwood Drainage         | Public Works             | Weather dependent   | Completed Phase I; Starting Phase II; Engineering     |
| 3 | Hazelwood                   | Holder                   |   | Lease finalized with State Parks.                     |
| 4 | Annexation Projects         | Holder / Morris          |   | Adding pump to 79 Waterlines.                         |
| 5 | 641 North                   | Holder / Morris          |   | No further City involvement.                          |
| 6 | MTAS Benchmarking           | Holder                   |   | Initial data submitted by Department Heads.           |
| 7 | 218 Bypass                  | Morris / Holder / Greer  | November 15 for City efforts  | December 4 <sup>th</sup> deadline on purchases.       |
| 8 | Valleywood Drainage Project | Holder / Jessie / Brown  | Ongoing Process   | ARAP permit denied; amended application requested.    |
| 9 | MS-4 Permit                 | Holder / Morris / Jessie | Deadline for Notice of Intent (NOI) application – December 31, 2013 | Currently working on NOI; Proposing sample ordinance. |