

KATHY RAY, MAYOR
KIM FOSTER, CITY MANAGER
JAMES SMITH, CITY ATTORNEY



VICKEY ROBERTS, VICE MAYOR
JACKIE JONES, COMMISSIONER
SAM THARPE, COMMISSIONER
JOHN ETHERIDGE, COMMISSIONER

BOARD OF COMMISSIONERS SPECIAL CALLED MEETING MINUTES
CITY OF PARIS, TENNESSEE
June 26, 2025
12:00 P.M.

The Board of Commissioners of the City of Paris, Tennessee held a Public Hearing at 12:00 p.m. on Thursday, June 26, 2025, in the Paris City Hall Courtroom.

Public Hearing

1. FY 2025 – 2026 Proposed Budget Ordinance (No. 1323) (Second Reading)

Discussion: No comments from citizens.

The Board of Commissioners of the City of Paris, Tennessee held a Special Called Meeting at 12:01 p.m. on Thursday, June 26, 2025, in the Paris City Hall Courtroom.

The meeting was called to order by Mayor Kathy Ray with the following roll call:

Present: Commissioner Kathy Ray
Commissioner Vickey Roberts
Commissioner John Etheridge
Commissioner Jackie Jones
Commissioner Sam Tharpe

Also Present: City Manager Kim Foster
City Attorney James Smith
Community Development Director, Jessica Crouch
Assistant Police Chief, Ean Reed
Administrative Assistant to Building, Codes, Stormwater,
Rebecca Renkel
Finance Director, Tammie Hopper

Absent: None

Media: Ken Walker, Paris Post Intelligencer

Commissioner Vickey Roberts led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Sam Tharpe.

APPROVAL OF MINUTES: Regular Meeting – June 5, 2025

DISCUSSION: None

ACTION: The minutes stand approved as read.

VOTE: None

COMMENTS FROM CITIZENS: None

COMMENTS FROM THE COMMISSION: None

SERVICE RESOLUTIONS AND PROCLAMATIONS: None

OLD BUSINESS
AGENDA ITEM NO.1
FY 2025-2026 Proposed Budget Ordinance (No. 1323) (Second Reading)

The following proposed FY 2025-2026 Budget Ordinance is submitted for your consideration. Items of interest include:

- A revenue neutral property tax revenue estimate
- \$1.2M in the street paving budget
- A 2% COLA for all employees
- Eight grant projects with a combined match of \$483,700
- Consolidation of Dispatch Services
- The cost of interim financing and construction of Fire Station #1, and design development costs for our new municipal building.

This ordinance was passed on first reading on June 6.

ORDINANCE NO. 1323

AN ORDINANCE OF THE CITY OF PARIS, TENNESSEE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026

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 and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) 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 2026. The property tax revenue being proposed has been prepared based on a revenue-neutral property tax rate. The governing body intends to adopt the Certified Tax Rate when it becomes available by a separate ordinance:

	<u>2024 Actual</u>	<u>2025 Budgeted</u>	<u>2026 Proposed</u>
Property Taxes	\$1,894,288	\$1,907,000	\$1,870,000
Sales Tax (State & Local)	\$7,777,271	\$8,037,000	\$7,825,000

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

Fund	General			Sanitation		
	FY 2024 Audited	FY 2025 Budget	FY 2026 Proposed	FY 2024 Audited	FY 2025 Budget	FY 2026 Proposed
Revenues						
Local Taxes	\$10,828,214	\$11,056,450	\$10,700,000			
State of TN	2,164,606	3,570,250	3,987,000			
Federal Government	533,349	2,963,160	3,450,160			
Other Sources	2,379,268	2,078,287	12,462,550	1,691,428	1,815,300	2,181,500
Total Revenues	\$15,905,437	\$19,668,147	\$30,599,710	\$1,691,428	\$1,815,300	\$2,181,500

Expenditures						
Salaries	6,750,323	\$7,031,206	\$7,540,525	\$570,977	\$591,186	\$599,292
Other	9,280,194	13,230,631	23,319,764	1,470,055	1,458,791	1,849,000
Total Expenditures	16,030,517	\$20,261,837	\$30,860,289	\$2,041,032	\$2,049,977	\$2,448,292
Beginning Fund Balance	\$8,654,043	\$8,716,346	\$8,122,656	\$3,595,852	\$3,246,248	\$3,011,571
Ending Fund Balance	\$8,716,346	\$8,122,656	\$7,862,077	\$3,246,248	\$3,011,571	\$2,744,779
No. of FTE Employees	134	135	136	9	10	10

	Landfill		
Fund	FY 2024 Audited	FY 2025 Budget	FY 2026 Proposed
Revenues			
Local Taxes			
State of TN			
Federal Government			
Other Sources	259,894	264,550	285,050
Total Revenues	\$259,894	\$264,550	\$285,050
Expenditures			
Salaries	\$58,868	\$60,215	\$61,836
Other	242,449	180,738	181,315
Total Expenditures	\$301,317	\$240,953	\$243,151
Beginning Fund Balance	\$318,660	\$277,237	\$300,834
Ending Fund Balance	\$277,237	\$300,834	\$342,733
No. of FTE Employees	2	1	1

	Drug			Cemetery		
Fund	FY 2024 Audited	FY 2025 Budget	FY 2026 Proposed	FY 2024 Audited	FY 2025 Budget	FY 2026 Proposed
Revenues						
Local Taxes						
State of TN						
Federal Government						
Other Sources	\$45,028	\$58,050	\$59,040	\$3743	\$1,500	\$9,500
Total Revenues	\$45,028	\$58,050	\$59,040	\$3743	\$1,500	\$9,500
Expenditures						
Salaries						
Other	\$22,907	\$82,000	\$42,000	\$0	\$10,000	\$22,200
Total Expenditures	\$22,907	\$82,000	\$42,000	\$0	\$10,000	\$22,200
Beginning Fund Balance	\$176,808	\$198,929	\$174,979	\$345,301	\$349,044	\$340,544
Ending Fund Balance	\$198,929	\$174,979	\$192,019	\$349,044	\$340,544	\$327,844
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 2026 (July 1, 2025, through June 30, 2026) the following amounts as set forth above. No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with T.C.A 6-56-205.:

General Fund	\$38,722,366
Sanitation	5,193,071
Landfill	585,884
Drug Fund	234,019
Cemetery Fund	350,044
Total All Funds	\$45,085,384

SECTION 4. The City Commission acknowledges the following indebtedness on behalf of the City:

CITY OF PARIS SCHEDULE OF OUTSTANDING DEBT
FISCAL YEAR 2026 DEBT SERVICE PAYMENTS

	Authorized & Unissued	Outstanding	Payment Fund	Principal	Interest	Total Debt Service
GO BONDS						
Energy Cons Bond 2017	0	1,695,000	General	135,000	18,631	\$153,631
TML Bond Series 2020	0	548,000	General	101,000	10,099	\$111,099
BAN	0	10,000,000	General	0	336,264	\$336,264
TOTAL BONDS	\$0	\$12,243,000		\$236,000	\$364,994	\$600,994

SECTION 5. For Fiscal Year 2026, the following capital projects are proposed:

Project	Proposed Appropriation Amount	By Debt
STBG for Signal Replacement	\$490,000	\$0
Rison St. Bridge Replacement	\$640,000	\$0
2022 TA – Sidewalk & Intersection Upgrades	\$35,000	\$0
2020 Multimodal Access Grant	\$650,000	\$0
2022 Multimodal Access Grant	\$900,000	\$0
2024 CDBG – Boardwalk	\$226,550	\$0
2024 Municipal Building Project	\$475,000	\$0
2024 Fire Station #1 Project	\$9,000,000	\$9,000,000
TEMA Grant – Warning Sirens	\$225,150	\$0
ARPA / TDEC WII Grant	\$1,800,000	\$0

SECTION 6. A detailed financial plan will be attached to this budget and become part of this budget ordinance.

SECTION 7. This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller’s Designee for approval pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. If the Comptroller of the Treasury or Comptroller’s Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller’s Designee.

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

SECTION 9. All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 10. This ordinance shall take effect July 1, 2025, the public welfare requiring it.

Passed 1st Reading: June 5, 2025.

Passed 2nd Reading: June 26, 2025.

Mayor

Finance Director

Discussion: None

Action: Commissioner Jackie Jones made a motion, seconded by Vice Mayor John Etheridge, to approve the FY 2025-2026 Proposed Budget Ordinance (No. 1323).

Vote: Unanimous

NEW BUSINESS
AGENDA ITEM NO. 1
Interlocal Agreement to Consolidate Dispatch Services

After the regular June meeting on June 5 where an interlocal agreement between the City of Paris, Henry County, and the HC Emergency Communications District was passed to consolidate dispatch services, it was discovered that the TN Bureau of Investigation (TBI) required some specific language that was not included in the previous interlocal agreement. Before the HC ECD can apply for and receive a new ORI number for the consolidated dispatch center the following resolution must be approved.

RESOLUTION 1725

**INTERLOCAL AGREEMENT BETWEEN HENRY COUNTY EMERGENCY
COMMUNICATIONS DISTRICT TN., HENRY COUNTY SHERIFF'S DEPARTMENT TN.
AND THE PARIS POLICE DEPARTMENT, TN.**

THIS AGREEMENT is made and entered into by and between HENRY COUNTY EMERGENCY COMMUNICATIONS DISTRICT (hereinafter referred to as "ECD"), the HENRY COUNTY SHERIFF'S DEPARTMENT (hereinafter referred to as "SO") and the PARIS POLICE DEPARTMENT (hereinafter referred to as "PD") for the purpose of creating a central dispatch operation under the ECD, subject to the following premises, terms and conditions:

WHEREAS, the PD Dispatch has the authority to provide dispatch operations for emergency vehicles in the City of Paris and Henry County; and,

WHEREAS, the PD Dispatch provides dispatch operations for the EMD discipline for both the City of Paris and Henry County; and

WHEREAS, ECD plans to implement Law and Fire disciplines for the City of Paris and Henry County; and

WHEREAS, The PD Dispatch currently provides dispatch operations for all emergency agencies except the SO, and wishes to provide dispatch operations for the SO by combining the PD and SO to form a central dispatch center under the ECD, "Henry County 911"; and

WHEREAS, the PD Dispatch currently receives all 911 calls for the City of Paris and Henry County; and

WHEREAS, ECD, PD and SO have determined it to be in the best interest of the citizens of The City of Paris and Henry County to enter into the proposed Resolution.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. **Purpose.** ECD agrees to provide dispatch services for the geographic area defined as Henry County Tennessee.
2. **Authority to Enter into Agreement.** This agreement is made and entered into pursuant to the authority granted by the parties under the *Inter-local Cooperation Act*, Tenn. Code Ann. § 12-9-101, *et seq.*, and the parties agree that all approvals and filings required by the terms of said Act shall be achieved as soon as possible from and after the execution of this Agreement.
3. **Term.** This Agreement shall be effective from July 1, 2025 to June 30, 2030, and shall automatically be renewed for five (5) year terms unless one party shall notify the other in writing of its decision to terminate the Agreement, which must be received at least nine (9) months prior to the expiration of the then-current term.
4. **Cost of Equipment.** ECD shall pay for all equipment repair and upgrades, including but not limited to, phone, radios, CAD, recorder, furniture, etc. ECD will notify Henry County 911 department heads of any major changes in equipment protocol.
5. **Major Equipment Outages.** ECD shall notify Henry County 911 personnel of any major equipment outages, failures, or missed calls to 911.
6. **911 Director.** 911 Director and Supervisor shall be available to answer questions about how calls were handled after reviewing a call.
7. **Employment of Dispatchers.** ECD shall determine the number of 911 dispatchers recommended to be employed. If the recommended number of 911 dispatchers increases from its current number of 911 dispatchers, ECD shall provide such recommendation and reasoning to the SO and PD for consideration by both the City of Paris, Tennessee and Henry County, Tennessee. The City of Paris, Tennessee shall employ and the ECD shall supervise all personnel deemed appropriate and sufficient to perform all dispatch functions required by those entities utilizing dispatch. Such personnel shall meet all requirements under Tenn. Code Ann. §7-86-205.

8. **Recording of Calls.** ECD shall maintain recording equipment that is capable of recording all calls.
9. **Emergency 911 Calls.** Henry County 911 shall promptly dispatch all Law, Fire, Rescue and Medical calls in Henry County. Promptly connect, reroute or transfer to the appropriate agency all calls that are not within the jurisdiction.
10. **Training Standards.** ECD shall maintain the TECB required minimum training standards to be completed by all dispatchers. ECD will maintain records on training throughout the dispatcher’s employment. The 911 Supervisor will complete the annual TCPR report.
11. **Employee Performance Review.** An Annual, or as needed, performance review will be conducted. The ECD Director will review the 911 Supervisor and IT Manager, and have a record of the review on file. The 911 Supervisor will review all other personnel and have a record of the review on file.
12. **Operational Review.** ECD Director shall conduct an annual, or as needed, review of Henry County 911 operations in respect to reports, training, staffing, and adequacy of equipment functionality. A summary of findings will be provided to the ECD Board at the end of each fiscal year.
13. **Dispute Resolution.** In the event a dispute or disagreement arises from the operations described herein; a dispute committee shall be formed by the ECD Chairman, upon consent of the City Manager of the City of Paris and the County Mayor of Henry County Tennessee, consisting of persons representing the City of Paris, Tennessee, Henry County, Tennessee, and the ECD.. Thereafter, and as necessary, either party may seek any legal remedy available under the law.
14. **Severability.** The parties agree that if any part, term, or provision of this resolution is determined to be illegal or in conflict with any law of the State of Tennessee by any court with jurisdiction, the validity of the remaining portions or provisions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if the resolution did not contain that particular part, term, or provision held to be invalid.
15. **Choice of Law/Venue.** This Agreement shall be construed under the laws of the State of Tennessee and the exclusive venue shall be the Circuit Court of Henry County.
16. **Entire Resolution.** This resolution is drafted and intended to be consistent with that certain Interlocal Agreement Between the City of Paris, Henry County, and Henry County Emergency Communications District Regarding 911 Dispatchers, executed in June 2025. This resolution may be amended only by written instrument signed by all parties.

This resolution shall be binding upon the parties and shall take effect from and after its ratification and signing by the Henry County ECD Board Chairman, the Paris Chief of Police and the Henry County Sheriff, and after obtaining approval pursuant to the requirements of the Interlocal Cooperation Act.

This 26th day of June, 2025.

HENRY COUNTY EMERGENCY COMMUNICATIONS DISTRICT

HENRY COUNTY SHERIFF’S DEPARTMENT

By: _____.

By: _____.

Date:

Date:

Position: CHAIRMAN

Position: HENRY COUNTY SHERIFF

PARIS POLICE DEPARTMENT

HENRY COUNTY GOVERNMENT

By: _____.

By: _____.

Date:

Date:

Position: PARIS CHIEF OF POLICE

Position: HENRY COUNTY MAYOR

CITY OF PARIS

By: _____

Date:

Position: CITY OF PARIS MAYOR

Approved:

Discussion: Kim Foster provided an update regarding the interlocal agreement. She noted that although the agreement was approved at the previous meeting, a subsequent review revealed that the Tennessee Bureau of Investigation (TBI) required additional language to be included. Fortunately, this was identified before the County Commission and the E911 Board finalized their versions, allowing for the necessary corrections to be made. The City must now revise its version of the agreement to incorporate the TBI's requested language.

Ms. Foster also addressed the topic of the ORI (Originating Agency Identifier) number. She explained that currently, both the Sheriff's Department dispatch and the City of Paris each have their own ORI numbers. Once the dispatch services are consolidated, there will be a single ORI number shared by both entities. However, there is a delay in the consolidation process as they await confirmation of the new ORI number, which is expected to take approximately one month.

In the meantime, Ms. Foster reported that Barbara Wyrick from Human Resources and Catherine McCann, Account Clerk/Payroll, met with the new dispatchers this week to provide them with personnel policies and insurance information for review. The dispatch consolidation will not proceed until the new ORI number is officially established.

Action: Commissioner Sam Tharpe made a motion, seconded by Commissioner Vickey Roberts, to approve the Interlocal Agreement to Consolidate Dispatch Services.

Vote: Unanimous (Commissioner John Etheridge abstained from the vote due to his position as a chair of the 911 board).

NEW BUSINESS
AGENDA ITEM NO. 2
Report on Debt Obligation

The Comptroller's Office requires that within 45 days of issuance of any debt obligation by a municipality, it must report that obligation to the Office of State and Local Finance. Following is a report reflecting the debt obligation incurred by the City of Paris in connection with a Bond Anticipation Note for interim financing for the benefit of the City's Fire Station #1 construction project.



Jason E. Munpower
Comptroller

Report On Debt Obligation

Entity and Debt Information		
Entity Name		
City of Paris		
Entity Address		
PO Box 970 100 North Caldwell Street Paris, Tennessee 38242		
Debt Issue Name		
General Obligation Bond Anticipation Note, Series 2025		
Series Year		
2025		
Debt Issue Face Amount		
\$10,000,000.00		
Face Amount Premium or Discount?		
N/A		
Tax Status		
Tax - Exempt		
Interest Type	True Interest Cost (TIC)	
True Interest Cost (TIC)	3.55078%	
Debt Obligation		
Note - Bond Anticipation Note		
Moody's Rating	Standard & Poor's Rating	Fitch Rating
Unrated	Unrated	Unrated
Other Rating Agency Name	Other Rating Agency Rating	
N/A	N/A	
Security		
General Obligation		
Type of Sale Per Authorizing Document	Loan Program Name	
State or Federal Loan Program	USDA Rural Development	
Dated Date	Issue/Closing Date	Final Maturity Date
6/20/2025	6/20/2025	6/1/2027

Debt Purpose		
Purpose	Percentage	Description
Other	100%	Construction of a new fire station and related costs
Education	0%	N/A
General Government	0%	N/A
Refunding	0%	N/A
Utilities	0%	N/A

Cost of Issuance and Professionals			
Does your Debt Issue have costs or professionals?			
Yes			
Description	Amount	Recurring Portion	Firm Name
Financial Advisor Fees	\$25,000.00	N/A	Raymond James & Associates, Inc.
Legal Fees - Bond Counsel	\$20,000.00	N/A	Bass, Berry & Sims PLC
Legal Fees - Bank Counsel	\$5,000.00	N/A	Kutak Rock LLP
TOTAL COSTS	\$50,000.00		

Submission Details and Signatures	
Is there an official statement or disclosure document, as applicable, that will be posted to EMMA: https://emma.msrb.org/ ?	
No	
Signature - Chief Executive or Finance Officer of the Public Entity	
Name	Title/Position
Kim Foster	City Manager
Email	Alternate Email
kfoster@cityofparistn.gov	jcrouch@cityofparistn.gov
Signature - Preparer (Submitter) of This Form	
Name	Title/Position
Lilliam M. Blackshear	Member
Email	Alternate Email
lblackshear@bassberry.com	alex.samber@bassberry.com
Relationship to Public Entity	Organization
Bond Counsel	Bass, Berry & Sims PLC
Verification of Form Accuracy	
By checking the box below as the signing of this form, I attest the following:	
1. I certify that to the best of my knowledge the information in this form is accurate.	
2. The debt herein complies with the approved Debt Management Policy of the public entity.	
3. If the form has been prepared by someone other than the CEO or CFO, the CEO or CFO has authorized the submission of this document.	
<input checked="" type="checkbox"/> Verify Form Accuracy	
Date to be Presented at Public Meeting	Date to be emailed/mailed to members of the governing body
06/26/2025	N/A
Final Confirmation:	
I hereby submit this report to the Division of Local Government Finance of the Tennessee Comptroller of the Treasury and understand my legal responsibility to: File this report with the members of the governing body no later than 45 days after the issuance or execution of the debt disclosed on this form. The Report is to be delivered to each member of the Governing Body and presented at a public meeting of the body. If there is not a scheduled public meeting of the governing body within forty-five (45) days, the report will be delivered by email or regular US mail to meet the 45-day requirement and also presented at the next scheduled meeting.	

Discussion: None

Action: Vice Mayor John Etheridge made a motion, seconded by Commissioner Sam Tharpe to move that, having reviewed the report regarding the debt obligation of the City of Paris issued June 20, 2025, the City Commission approves the report as submitted and that notice of this approval be forwarded to the State of TN Office of State and Local Finance.

Vote: Unanimous

NEW BUSINESS
AGENDA ITEM NO. 3
2025 Property Tax Rate

As of Monday, June 23, 2025, the State is working on calculating the Certified Property Tax Rate for Henry County and the City of Paris. The local Board of Equalization completed their process and dismissed on Friday, June 20. If a rate is available by meeting time it will be presented and the process to pass a tax rate will begin.

Discussion: Kim Foster announced that the City of Paris has officially received its certified property tax rate from the state, set at \$0.57. This figure closely aligns with the previously anticipated preliminary rate. The new tax rate will be presented in ordinance form at the July 10th meeting, and the ordinance reflecting this rate will be submitted at that time. Ms. Foster noted that if the City Commission wishes to adopt a rate different from the certified rate, additional procedural steps will be required.

Vice Mayor John Etheridge added that the new tax bills will be mailed out in September and will be due by February 28, 2026. Ms. Foster also mentioned that all tax bills are now consolidated in one location, and that Randi French's office will accept partial payments.

Action: None

Vote: None

Notes from the City Manager:

City Manager Kim Foster presented an updated paving schedule to the commissioners. She highlighted a specific line item for paving Chickasaw Road, which includes laying a new layer of asphalt and milling select areas. The proposed paving would extend from Knotts Street to Wood Street, with an estimated cost of approximately \$200,000.

Ms. Foster raised a key question for the commissioners: whether to proceed with the paving project now, given that a BPU (Board of Public Utilities) project is also planned for the same area. A discussion followed regarding the timeline of the BPU project. The decision to move forward with paving Chickasaw will ultimately depend on the timing and progression of that utility work.

