

KIM FOSTER, CITY MANAGER  
JAMES SMITH, ATTORNEY



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

**CITY OF PARIS, TENNESSEE  
BOARD OF COMMISSIONERS REGULAR MEETING AGENDA**

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**CITY HALL COURTROOM  
December 4, 2025  
5:00 P.M.**

**PUBLIC HEARING**

- 1. Temporary Moratorium on the Establishment of Sale and Storage Locations of Portable Buildings Within the City Limits of Paris, Tennessee**

**REGULAR MEETING**

**Call to Order:** Kathy Ray, City Mayor

**Roll Call:** Liana Compton, Finance Director

**Pledge of Allegiance and Prayer**

**Approval of the Minutes of Previous Meetings:** Regular Meeting – November 6, 2025

**Board Will Hear Comments from Citizens**

**Board Will Hear Comments from the Commission**

**Service Resolutions and Proclamations:** None

## **OLD BUSINESS**

- 1.) **Continued Discussion of the 2022 TA Grant:** Kim Foster, City Manager

## **NEW BUSINESS**

- 1.) **Financial Update:** Liana Compton, Finance Director

- 2.) **Appointments to Boards:** None

- 3.) **Ordinance (No. 1332) for Temporary Moratorium on the Establishment of Sale and Storage Locations of Portable Buildings Within the City Limits of Paris, Tennessee:**  
Jessica Crouch, Community Development Director

- 4.) **Construction Cost Estimating Service:** Kim Foster, City Manager

- 5.) **Rezoning Request for Property located on Lone Oak Rd, Cornerstone Dr, and E Blythe Street:** Jessica Crouch, Community Development Director

### **Monthly Service Highlights**

### **Status of Various Projects**

### **Notes from the City Manager**

## **Adjournment**

**OLD BUSINESS**  
**AGENDA ITEM NO. 1**  
**Continued Discussion of the 2022 TA Grant**

As was discussed last month, this project has hit some snags and the direction going forward needs to be determined. Due to resident opposition within the project footprint, four options were outlined ranging from continuing with the project as originally planned to shrinking the scope of the project back to only including upgrades at the intersection of E. Wood and Chickasaw/Fairgrounds roads. Vice Mayor Etheridge requested some additional information which is as follows:

1. *Will TDOT allow us to shrink the scope of the project?* Yes, we have received confirmation that TDOT will, in fact, allow us to pull back the scope of the project to whatever extent we feel appropriate.
2. *What are the costs of the different options?* The budget for the current, unchanged project is approximately \$1.416M, about \$200,000 over the initial budget; the cost of the project if we eliminate the sidewalk south of the Fairgrounds along Royal Oak is \$768,313; and the projected cost for only upgrades at the intersection of E. Wood and Chickasaw/Fairgrounds roads is \$329,329.
3. *What is the cost of condemnation?* While the costs associated with condemnation could vary greatly depending on the number of condemnations required, the things we know for sure are that none of the costs would be covered by the grant and that it would be a very time-consuming, labor-intensive process. Attorney Smith will provide additional insight.

As a reminder, we have already spent \$68,500 on engineering, none of which is reimbursable under the grant. If we decided to pull the scope back to include only the pedestrian upgrades at the intersection there is a possibility that, because of the cost savings, we can also incorporate upgrades to the signal equipment as well.

**NEW BUSINESS  
AGENDA ITEM NO.1  
Financial Update**

**Narrative to the October 2025 Operating Statement**

We continue to see an increase in retail sales tax revenue over prior year same month. The month of September adjusted was up 12.15% compared to September of last year. In September of 2024, there was a significant negative adjustment for a major retailer impacting overpayments from prior years, which skewed the numbers for FY2025. Research further showed this also affected August of prior year as well, the August adjusted number decreased from 12.84% over the prior year to 7.98%.

Sanitation revenues were behind expenditure for the month of October and fiscal year-to-date. They purchased a new garbage truck for ~\$400k.

There were 2 replacement hires, one PT at the animal shelter and one FT dispatcher.

There were 10 new business licenses issued, one of which was for a standard license for a salon.

CITY OF PARIS, TENNESSEE							
RETAIL SALES TAX REVENUE							
	FY2022	FY2023	FY2024	FY2025	FY2026	% Incr(Decr)	Adjusted
JULY	\$951,793	\$1,046,570	\$1,054,946	\$1,094,220	\$1,178,064	7.66%	
AUGUST	\$895,516	\$931,433	\$943,347	\$1,021,159	\$1,152,275	12.84%	7.98%
SEPTEMBER	\$965,256	\$1,067,740	\$947,948	\$934,065	\$1,176,569	25.96%	12.15%
OCTOBER	\$974,047	\$1,036,880	\$1,049,601	\$1,098,267			
NOVEMBER	\$988,199	\$1,059,818	\$1,088,505	\$1,092,808			
DECEMBER	\$1,210,615	\$1,218,473	\$1,554,254	\$1,256,621			
JANUARY	\$839,389	\$915,685	\$984,017	\$939,527			
FEBRUARY	\$859,647	\$936,706	\$980,140	\$946,298			
MARCH	\$1,102,651	\$1,106,574	\$1,270,965	\$1,177,011			
APRIL	\$1,060,677	\$1,069,082	\$1,061,509	\$1,136,745			
MAY	\$1,105,515	\$1,122,824	\$1,133,990	\$1,177,125			
JUNE	\$1,125,455	\$1,177,018	\$1,130,424	\$1,147,603			
<b>TOTAL</b>	<b>\$12,078,759</b>	<b>\$12,688,803</b>	<b>\$13,199,647</b>	<b>\$13,021,448</b>	<b>\$3,506,908</b>		
Previous YTD %							
Increase/Decrease	7.82%	5.05%	4.03%	-1.35%	15.00%		

## Monthly Operating Statement October 2025

<b>REVENUES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	2,570,000	97,082	240,011	9.34%
Local Option Sales Tax	6,500,000	568,292	2,297,292	35.34%
Wholesale Liquor / Beer	880,000	66,609	293,147	33.31%
Business Tax	450,000	7,741	28,338	6.30%
Fees & Licenses	144,250	2,334	42,198	29.25%
In Lieu Payments	170,250	0	3,251	1.91%
Hotel-Motel Occupancy Tax	200,000	21,210	88,323	44.16%
Grants	3,447,160	41,057	111,462	3.23%
State Shared taxes	1,967,500	154,952	601,599	30.58%
TVA Impact Payment	242,500	0	0	0.00%
All Other	12,353,050	182,256	981,940	7.95%
ARPA/TDEC-WII	1,675,000	0	32,590	1.95%
<b>Total General Fund Revenue</b>	<b>30,599,710</b>	<b>1,141,534</b>	<b>4,720,150</b>	<b>15.43%</b>
Solid Waste Collection - BPU	1,400,000	115,815	467,999	33.43%
Solid Waste Disposal - Transfer	750,000	64,599	285,581	38.08%
Other Revenue	31,500	142	1,791	5.68%
<b>Total Sanitation</b>	<b>2,181,500</b>	<b>180,556</b>	<b>755,371</b>	<b>34.63%</b>
Gate Receipts - Brush & Debris	200,000	13,915	77,556	38.78%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	8,000	446	2,800	35.00%
Other Revenue	42,050	114	723	1.72%
<b>Total Landfill</b>	<b>285,050</b>	<b>14,475</b>	<b>81,079</b>	<b>28.44%</b>
<b>Total Drug Fund</b>	<b>59,040</b>	<b>2,373</b>	<b>10,977</b>	<b>18.59%</b>
<b>TOTAL REVENUES</b>	<b>33,125,300</b>	<b>1,338,938</b>	<b>5,567,577</b>	<b>16.81%</b>

<b>EXPENDITURES</b>	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	209,000	0	82,400	39.43%
General Administration	719,500	59,806	251,056	34.89%
Economic Development	200,371	22,673	69,048	34.46%
Chamber of Commerce	0	16,002	16,002	0.00%
Financial Administration	367,878	35,721	112,194	30.50%
City Hall Building	65,285	4,614	27,524	42.16%
Police Department	2,997,899	281,643	981,748	32.75%
Emergency Communications	1,130,104	121,965	333,775	29.53%
Fire Department	2,196,532	231,388	773,140	35.20%
Building Inspection	261,459	23,821	83,772	32.04%
Street Maintenance	1,936,893	200,151	745,706	38.50%
State Street Aid	1,715,000	570	1,174,365	68.48%
Storm Water Management	674,233	15,057	575,551	85.36%
Street Lighting	129,300	9,209	46,742	36.15%
City Garage	322,945	25,951	116,744	36.15%
Cemetery Maintenance	83,448	10,572	46,116	55.26%
Health & Animal Control	258,931	40,627	139,329	53.81%
Civic Center	866,806	46,860	228,342	26.34%
Parks & Recreation	1,407,825	130,519	603,352	42.86%
Library	212,019	0	70,673	33.33%
Community Development	14,359,210	19,794	106,326	0.74%
Debt Service	745,650	0	106,562	14.29%
<b>General Fund Expenditures</b>	<b>30,860,288</b>	<b>1,296,942</b>	<b>6,690,468</b>	<b>21.68%</b>
Sanitation Collection	1,523,292	483,464	749,896	49.23%
Contractual Services	925,000	87,622	331,740	35.86%
<b>Total Sanitation</b>	<b>2,448,292</b>	<b>571,086</b>	<b>1,081,636</b>	<b>44.18%</b>
<b>Total Landfill</b>	<b>243,150</b>	<b>10,120</b>	<b>74,794</b>	<b>30.76%</b>
<b>Total Drug Fund</b>	<b>42,000</b>	<b>518</b>	<b>12,169</b>	<b>28.97%</b>
<b>TOTAL EXPENDITURES</b>	<b>33,593,730</b>	<b>1,878,667</b>	<b>7,859,067</b>	<b>23.39%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	(155,408)	(1,970,318)
Sanitation	(390,530)	(326,266)
Landfill	4,355	6,285
Drug Fund	1,854	(1,191)

**NEW BUSINESS  
AGENDA ITEM NO. 2  
Appointments to Boards**

None

**NEW BUSINESS  
AGENDA ITEM NO. 3  
Ordinance (No. 1332) for Temporary Moratorium on the Establishment of Sale and  
Storage Locations of Portable Buildings Within the City Limits of Paris, Tennessee**

The city is in the beginning stages of overhauling the zoning ordinance to better align with long-term community development goals and development standards. During this review period, the Planning Commission has determined that allowing new businesses focused on the sale or storage of portable buildings could create conflicts with the upcoming zoning changes. The current zoning ordinance leaves this use open to interpretation; therefore the Planning Commission recommended a temporary moratorium on approval of these types of businesses to avoid confusion and protect the integrity of the planning process.

This recommendation was made during the Planning Commission's November meeting, following all proper procedures for establishing a moratorium. The goal is to ensure that future development aligns with the updated zoning framework and supports the best interests of residents and the community. The moratorium will remain in effect until the revised zoning ordinance is finalized and approved.

ORDINANCE NO. 1332

AN ORDINANCE ESTABLISHING A MORATORIUM ON THE ESTABLISHMENT OF SALE AND STORAGE LOCATIONS OF PORTABLE BUILDINGS WITHIN THE CITY LIMITS OF PARIS, TENNESSEE UNTIL THE COMPLETION AND APPROVAL OF THE ZONING ORDINANCE REWRITE

**WHEREAS**, the City of Paris, Tennessee, is currently undertaking a comprehensive review and rewrite of its zoning ordinance to ensure consistency with community development goals and land use regulations; and

**WHEREAS**, the sale and placement of portable building lots, dealerships, and sales locations within the city limits may conflict with the objectives of the forthcoming zoning ordinance and could result in unintended consequences during the review period; and

**WHEREAS**, the City Commission finds it necessary to temporarily suspend any development related to the establishment of businesses for the sale and/or storage of portable buildings within the city limits to preserve the integrity of the zoning process and protect the public interest;

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PARIS, TENNESSEE AS FOLLOWS:

SECTION 1. Moratorium Imposed.

A moratorium is hereby imposed on any new development related to the establishment of locations for the sale and/or storage of portable buildings within the corporate limits of the City of Paris, Tennessee. No person, business, or entity shall engage in new development related to the establishment of locations for the sale and/or storage of portable storage buildings within the city limits during the term of this moratorium.

SECTION 2. Duration

This moratorium shall remain in effect until the City Commission has reviewed, adopted, and approved the rewrite of the zoning ordinance. The moratorium shall automatically terminate upon the effective date of the newly adopted zoning ordinance.

SECTION 3. Definitions

For purposes of this ordinance, “portable storage building[s]” shall mean any new prefabricated or manufactured structure[s] designed for temporary or permanent placement, including but not limited to storage buildings, sheds, cabins, greenhouses, tiny homes, and similar structures.

SECTION 4. Enforcement

Violations of this ordinance shall be subject to enforcement under the City’s existing code enforcement provisions, including applicable fines and penalties.

SECTION 5. Severability

If any provision of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such declaration shall not affect the remaining provisions, which shall remain in full force and effect.

SECTION 6. This ordinance shall take effect immediately upon its passage and approval as required by law.

Passed and Adopted on 1<sup>st</sup> Reading: \_\_\_\_\_.

Passed and Adopted on 2<sup>nd</sup> Reading: \_\_\_\_\_.

\_\_\_\_\_  
Mayor

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

**NEW BUSINESS**  
**AGENDA ITEM NO. 4**  
**Consideration of a Construction Cost Estimating Service**

On larger projects like our Municipal Building project TLM likes to suggest their client consider the use of an outside cost estimator. There are two key benefits to an outside consultant, budget validation and specialized expertise. By using a consultant to validate a project budget we remove any possible criticism that the project was artificially inflated for lucrative reasons benefiting the engineer. Additionally, since these types of consultants specialize in commercial construction estimating we could have a greater degree of confidence in our budget. A consultant can also provide value engineering / cost reduction recommendations.

The downside of using this type of consultant is the cost. TLM has procured two proposals for us, both are included under separate cover. The costs are as follows:

1. KAS Estimating Services Inc. - \$44,610
2. DCM Consulting - \$35,000

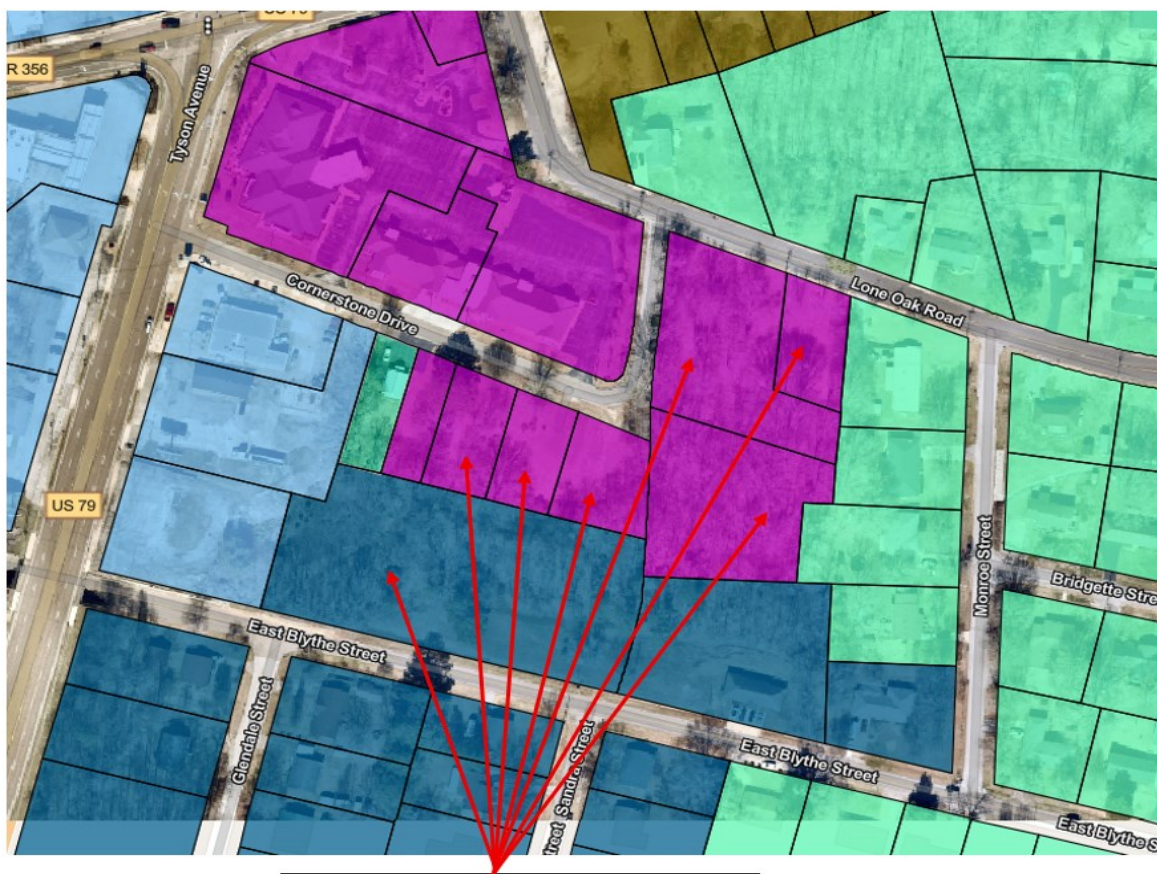
Additional information will be provided during discussion.

## AGENDA ITEM NO. 5

### Rezoning Request for Property located on Lone Oak Rd, Cornerstone Dr, and E Blythe Street

Cornerstone Group, LLC has submitted a rezoning request for property located along Lone Oak Road, Cornerstone Drive, and East Blythe Street. The request involves six parcels currently zoned as Hospital-Medical and Related Services (H-1 District) and one parcel zoned Residential District (R-2M), which are all proposed to be rezoned for residential use. This change aligns with the long-term goals and future plans for the property.

The request may be approved on first reading and forwarded to the Planning Commission for recommendation.



Locations of Requested Rezoning

**MONTHLY SERVICE HIGHLIGHTS**  
**“YOUR TAX DOLLARS AT WORK”**

*November 2025*

<b><i>Department</i></b>	<b><i>Highlight/Service</i></b>	<b><i>Metric</i></b>	<b><i>Significance</i></b>
Fire	Smoke Detectors Installed	36 detectors	Shows how the Fire Department continues to protect and serve residents by improving home safety and ensuring more households have reliable early-warning fire detection.
Landfill	Leaf Intake	8,000 lbs. Daily average	Helps serve the community by providing proper seasonal leaf disposal, keeping neighborhoods clean, and preventing storm drain blockages.
Building & Codes	Total Private Investment in New Construction (Approved Permits)	\$11, 030,000	Highlights the amount of private money being invested in Paris through newly approved construction projects, demonstrating community growth and confidence in local development. Projects of significance include the County General Services Building on Tyson Ave., Guinn’s warehouse on Bell Ave., and the Burlington buildout in Paris Crossing.

**STATUS OF VARIOUS PROJECTS**  
**December 2025**

<b>PROJECT</b>	<b>PRIMARY STAFF</b>	<b>TARGET COMPLETION DATE(S)</b>	<b>DISCUSSION</b>
Back Alley Paris	Foster/Ray	June 2026	Dan Knowles is working on a rendering for a mural to be painted on the wall of the new bathrooms being built at Ogburn Park next to the Levi Miles Foundation Playground.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Crouch	Spring 2027	There has been an 8–11-month delay in traffic signal equipment. TLM will reschedule a pre-con later when the contractor can begin work.
Rison St Bridge Replacement	Foster/Crouch	Summer 2026	Bids will be opened on this project on December 10, 2025 at 2:00 PM at City Hall.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/Crouch	Spring 2027	Bids will also be opened on this project on December 10, 2025 at 10:00 AM at City Hall.
2022 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Crouch	Fall 2026	TLM received bid award concurrence from TDOT. NSite Construction is the awarded contractor. A pre-construction meeting will be held at City Hall on December 11, 2025 at 10:00 AM.

2022 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster/Crouch	Winter of 2027	The City is currently considering a possible scope change for the project.
TDEC Water Infrastructure Improvement (WII) Grant	Foster/Crouch	Spring 2026	Construction in the Brooks St. neighborhood is ongoing, but once the water line relocation is complete the project will be suspended until mid to end of January. Construction will restart as weather permits.
Paris City Wide Drainage Study	Foster	TBD	TLM continues to work on report.
2024 CDBG – Boardwalk at Eiffel Tower Park	Foster/Lawrence	Summer 2026	TLM has submitted permit to TDEC for approval.
Municipal Facilities Project – Municipal building on N. Caldwell St.	Foster	Winter 2027	TLM is on track to have 100% Design Development completed by December 10 <sup>th</sup> . All consultants will provide TLM their documents that day. A design development review meeting with city staff has been scheduled for the afternoon of Dec. 16.
Municipal Facilities Project – Fire Station on Tyson Ave.	Foster	Summer 2026	A progress meeting was held on November 18 <sup>th</sup> at City Hall. The next progress meeting will be held on December 16 <sup>th</sup> . Barger construction is evaluating any potential cost saving options for the City and TLM to consider. A groundbreaking ceremony was held on December 1.

**Notes from the City Manager:**

- Discussion of BRAG award: A BRAG or Brownfield Redevelopment Area Grant has been awarded to the City of Paris by TDEC for uses associated with environmental remediation of the old Emerson property being donated to the City by the current owner. Additional information will be offered during the meeting.
- Discussion of January meeting date: The first Thursday in January falls on the 1<sup>st</sup> which is a holiday. Staff recommend we move our January meeting date to the 8<sup>th</sup> and meet at 4:00 p.m. prior to the Planning Commission meeting. Additionally, Kelley Klepper, Planning Consultant with Kimley-Horn who will be spearheading our Planning and Zoning Ordinance rewrite, has requested a kickoff meeting with the Commission and Planning Commission. Staff feel that this day would be a good option for a joint meeting of the two bodies. Pending your approval, we would like to schedule this meeting for 3:00 p.m. on January 8<sup>th</sup> as well.