

KIM FOSTER, CITY MANAGER
JAMES SMITH, CITY ATTORNEY



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

**BOARD OF COMMISSIONERS MEETING MINUTES
CITY OF PARIS, TENNESSEE
December 4, 2025
5:00 P.M.**

The Board of Commissioners of the City of Paris, Tennessee held a Public Hearing at 5:00 p.m. on Thursday, December 4, 2025, in the Paris City Hall Courtroom. Mayor Kathy Ray opened the Public Hearing for comments from Citizens.

Public Hearing

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

Discussion: Karonel Plott of 200 Anderson Drive addressed the Board and expressed his opposition to the Temporary Moratorium on the Establishment of Sale and Storage Locations of Portable Buildings within the City Limits of Paris. He stated that he has been engaged in this business since 2007 and believes the moratorium is unfair. The Public Hearing was duly closed.

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5:02 p.m. on Thursday, December 4, 2025, in the Paris City Hall Courtroom.

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

Present: Mayor Kathy Ray
Vice Mayor John Etheridge
Commissioner Vickie Roberts
Commissioner Jackie Jones
Commissioner Sam Tharpe

Also Present: City Manager Kim Foster
City Attorney James Smith
Community Development Director, Jessica Crouch
Finance Director, Liana Compton
Community Engagement Coordinator, Abby Pierce
Fire Chief, Jamie Hinson
Police Chief, Ricky Watson
Admin. Assistant to Building & Codes, Rebecca Renkel

Absent: None

Media: Ken Walker, Paris Post Intelligencer
Shannon McFarlin, WENK/WTPR

Vice Mayor John Etheridge led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Sam Tharpe.

APPROVAL OF MINUTES: November 6, 2025

DISCUSSION: None

ACTION: The minutes stand approved as read.

VOTE: None

COMMENTS FROM CITIZENS: City Attorney James Smith reported that his daughter was recently involved in a motor vehicle accident. He commended the responding police officers and firefighters for their professionalism and kindness shown to her at the scene.

COMMENTS FROM THE COMMISSION: Commissioner Jackie Jones commented that the groundbreaking for Fire Station No. 1 was successful and marked a positive milestone for the City of Paris. Commissioner Vickie echoed this sentiment and expressed her excitement regarding the ongoing development currently taking place in Paris.

SERVICE RESOLUTIONS AND PROCLAMATIONS: None

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

City Manager Kim Foster explained that, as discussed at the previous meeting, the project has encountered several challenges, and a decision is needed regarding the direction moving forward. Due to resident opposition within the project footprint, four potential options were outlined, ranging from continuing the project as originally planned to reducing the scope to include only improvements at the intersection of East Wood Street and Chickasaw/Fairgrounds Road. In response to a request from Vice Mayor Etheridge, she confirmed that TDOT has approved the City's ability to reduce the project scope to whatever extent it deems appropriate. She also reviewed the associated costs, noting that the current project as designed is estimated at approximately \$1.416 million, which is about \$200,000 over the initial budget; eliminating the sidewalk south of the Fairgrounds along Royal Oak would reduce the cost to \$768,313; and limiting the project to improvements at the intersection would reduce the cost to \$329,329. She further explained that condemnation costs would vary depending on the number of properties involved, would not be covered by the grant, and would involve a time-consuming and labor-intensive process, with Attorney Smith providing additional insight. As a reminder, she noted that \$68,500 has already been spent on engineering services, none of which is reimbursable under the grant. She added that if the project scope is reduced to only pedestrian improvements at the intersection, the resulting cost savings may allow for additional signal equipment upgrades to be included.

Discussion: Vice Mayor John Etheridge spoke in detail regarding the financial impact associated with the various project options under consideration, emphasizing the importance of fiscal responsibility when determining the scope moving forward. Commissioner Jackie Jones expressed positive sentiments toward scaling the project back to focus on improvements at the Fairgrounds intersection, noting that this approach would address a key area of need while reducing overall costs. Commissioner Sam Tharpe echoed this perspective and said that the City needs to complete, at a minimum, the improvements at the intersection, stressing its importance for traffic flow and safety.

Commissioner Vickie Roberts agreed that reconstructing the intersection was necessary but voiced additional concerns regarding pedestrian safety in the surrounding area. She emphasized the continued need for sidewalks and cautioned that postponing pedestrian infrastructure improvements could result in significantly higher costs in the future due to inflation and rising construction expenses. Mayor Kathy Ray concurred with these remarks, stating that the City's goal is to move forward in a manner that reflects the wishes and best interests of its citizens. She also expressed her opinion that the intersection improvements should definitely be completed as part of the project.

Action: Commissioner Sam Tharpe made a motion, seconded by Vice Mayor John Etheridge to proceed with improvements at the intersection of East Wood Street and Chickasaw/Fairgrounds Road and to construct a sidewalk from the intersection to the Fairgrounds property.

Vote: Mayor Kathy Ray voted nay.

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

Narrative to the October 2025 Operating Statement

City Finance Director Liana Compton reported that retail sales tax revenues continue to show an increase when compared to the same month in the prior year. She noted that the adjusted revenue for the month of September was up 12.15 percent compared to September of last year. She explained that in September 2024 there was a significant negative adjustment related to a major retailer, which impacted overpayments from prior years and skewed the fiscal year 2025 figures. Further review indicated that this adjustment also affected August of the prior year, resulting in the adjusted August increase being reduced from 12.84 percent to 7.98 percent.

Liana also reported that sanitation revenues were behind expenditures for the month of October as well as for the fiscal year to date. She noted that a new garbage truck was purchased at an approximate cost of \$400,000. Additionally, she stated that there were two replacement hires during the period, including one part-time position at the Animal Shelter and one full-time dispatcher. She concluded by reporting that ten new business licenses were issued, one of which was 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			
TOTAL	\$12,078,759	\$12,688,803	\$13,199,647	\$13,021,448	\$3,506,908		
Previous YTD % Increase/Decrease	7.82%	5.05%	4.03%	-1.35%	15.00%		

**Monthly Operating Statement
October 2025**

REVENUES	<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%
Total General Fund Revenue	30,599,710	1,141,534	4,720,150	15.43%
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%
Total Sanitation	2,181,500	180,556	755,371	34.63%
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%
Total Landfill	285,050	14,475	81,079	28.44%
Total Drug Fund	59,040	2,373	10,977	18.59%
TOTAL REVENUES	33,125,300	1,338,938	5,567,577	16.81%

EXPENDITURES	<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%
General Fund Expenditures	30,860,288	1,296,942	6,690,468	21.68%
Sanitation Collection	1,523,292	483,464	749,896	49.23%
Contractual Services	925,000	87,622	331,740	35.86%
Total Sanitation	2,448,292	571,086	1,081,636	44.18%
Total Landfill	243,150	10,120	74,794	30.76%
Total Drug Fund	42,000	518	12,169	28.97%
TOTAL EXPENDITURES	33,593,730	1,878,667	7,859,067	23.39%

<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)

Discussion: None

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

Community Development Director Jessica Crouch explained that the City is in the early stages of a comprehensive overhaul of the zoning ordinance in order to better align regulations with long-term community development goals and updated development standards. She stated that during this review period, the Planning Commission determined that permitting new

businesses focused on the sale or storage of portable buildings could create potential conflicts with the anticipated zoning changes. She noted that the current zoning ordinance leaves this type of use open to interpretation, which led the Planning Commission to recommend a temporary moratorium on the approval of such businesses in order to avoid confusion and preserve the integrity of the planning process.

Jessica Crouch further explained that this recommendation was made during the Planning Commission's November meeting and followed all required procedures for establishing a moratorium. She stated that the intent of the moratorium is to ensure that future development aligns with the revised zoning framework and serves the best interests of both residents and the community. She added that the moratorium will remain in effect until the updated 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 1st Reading: _____.

Passed and Adopted on 2nd Reading: _____.

Mayor

Finance Director

Discussion: Jessica Crouch, Community Development Director, provided an update on the progress of the new zoning ordinance, noting that the project is expected to take approximately 12–18 months to complete. She also addressed questions regarding the classification of portable building sales and storage uses. Historically, these uses were interpreted under the category of “warehousing/storage,” which led to portable building sales being permitted in P-B, M-1, and B-1 zones. However, Ms. Crouch clarified that the most closely related use applied to similar businesses is not permitted in B-2 and B-3 zones, highlighting the need for clearer definitions in the updated ordinance.

Action: Commissioner Sam Tharpe made a motion, seconded by Commissioner Vickey Roberts to approve Ordinance 1332 to enact a Temporary Moratorium on the Establishment of Sale and Storage Locations of Portable Buildings Within the City Limits of Paris, Tennessee.

Vote: Unanimous

**NEW BUSINESS
AGENDA ITEM NO. 4**

Consideration of a Construction Cost Estimating Service

City Manager Kim Foster explained that for larger projects, such as the Municipal Building project, TLM recommends that clients consider using an independent, third-party cost estimator. She stated that there are two primary benefits to retaining an outside consultant: budget validation and specialized expertise. By utilizing an independent estimator, the City can eliminate potential criticism that project costs were artificially inflated in a manner that could benefit the project engineer. She also noted that consultants who specialize in commercial construction estimating can provide a higher level of confidence in the proposed budget and may offer value engineering and cost-reduction recommendations.

Discussion: Kim Foster further explained that the primary drawback of engaging an outside consultant is the additional cost. She reported that TLM obtained two proposals for the City’s consideration, both of which were provided separately. The proposals included KAS Estimating Services, Inc. at a cost of \$44,610 and DCM Consulting at a cost of \$35,000. She added that she has reached out to additional colleagues who have previously utilized independent, third-party cost estimators and was advised that the proposals received are significantly higher than what they have paid in similar situations. As a result, she stated that she is in the process of obtaining additional quotes, and that TLM will assist in comparing costs and services. She noted that additional information and pricing options will be available at the next meeting.

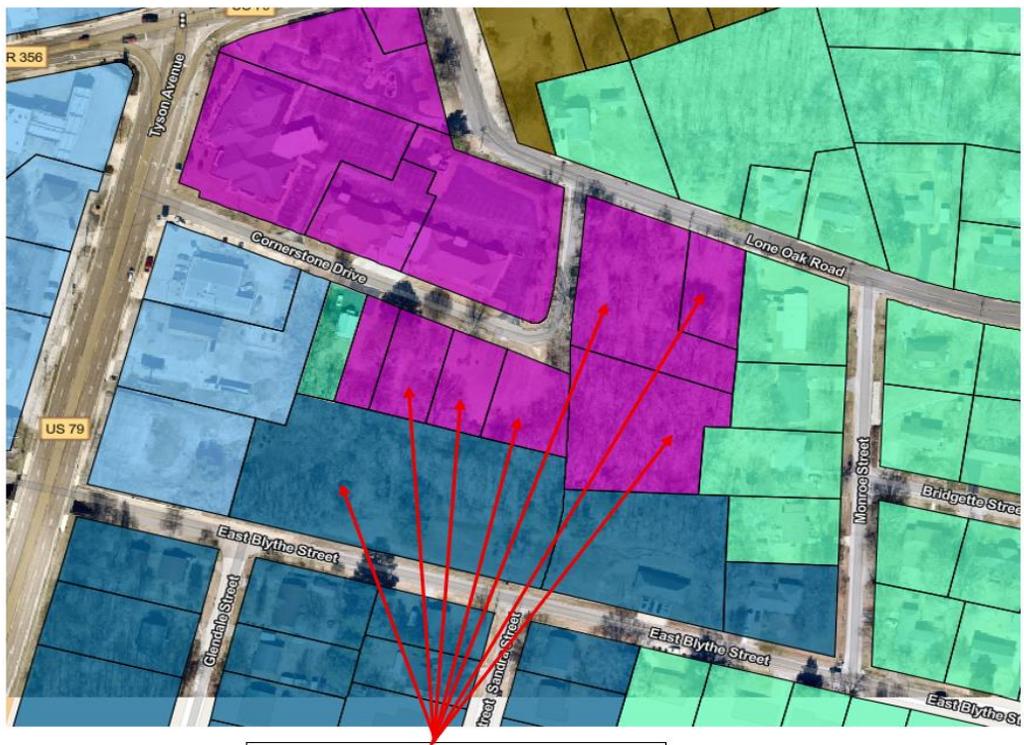
Action: Defer to the next meeting.

Vote: None

**NEW BUSINESS
AGENDA ITEM NO. 4**

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

Community Development Director Jessica Crouch explained that Cornerstone Group, LLC submitted a rezoning request for property located along Lone Oak Road, Cornerstone Drive, and East Blythe Street. She stated that the request involves six parcels currently zoned Hospital-Medical and Related Services (H-1 District) and one parcel zoned Residential District (R-2M), all of which are proposed to be rezoned for residential use. She noted that the proposed rezoning is consistent with long-term goals and future plans for the property. She added that the request may be approved on first reading and forwarded to the Planning Commission for recommendation.



Locations of Requested Rezoning

Discussion: None

Action: Vice Mayor John Etheridge made a motion, seconded by Commissioner Jackie Jones to approve the rezoning request on first reading and forward it to the Planning Commission.

Vote: Unanimous

MONTHLY SERVICE HIGHLIGHTS
“YOUR TAX DOLLARS AT WORK”

November 2025

<i>Department</i>	<i>Highlight/Service</i>	<i>Metric</i>	<i>Significance</i>
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.

Discussion: None

STATUS OF VARIOUS PROJECTS

December 2025

PROJECT	PRIMARY STAFF	TARGET COMPLETION DATE(S)	DISCUSSION
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 th . 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 th at City Hall. The next progress meeting will be held on December 16 th . 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:

City Manager Kim Foster explained that the City of Paris has been awarded a BRAG, or Brownfield Redevelopment Area Grant, by the Tennessee Department of Environment and Conservation for activities related to environmental remediation of the former Emerson property, which is being donated to the City by the current owner. She noted that the grant will assist the City with addressing environmental concerns on the site and help prepare the property for future redevelopment.

Rob Goad, Executive Director of the Paris-Henry County Industrial Committee, then provided additional information regarding the intended use of the BRAG grant funds. He discussed how the grant will support environmental assessment and remediation efforts at the Emerson property and outlined how these improvements are expected to enhance the site's readiness for redevelopment. He emphasized the importance of the grant in advancing economic development opportunities and supporting the long-term reuse of the property for the benefit of the community.

Kim Foster also addressed the scheduling of the January meeting, noting that the first Thursday

of January falls on January 1, which is a holiday. She stated that staff recommended rescheduling the January meeting to January 8 at 4:00 p.m., prior to the Planning Commission meeting. She further explained that Kelley Klepper, a planning consultant with Kimley-Horn who will be leading the Planning and Zoning Ordinance rewrite, requested a kickoff meeting with both the City Commission and the Planning Commission. Staff recommended holding a joint meeting on January 8 at 3:00 p.m. The Commission agreed to the proposed meeting dates and times.

The meeting duly adjourned at 5:50 p.m.

Mayor

Finance Director