

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  
February 5, 2026  
5:00 P.M.**

**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 – January 8, 2026

**Board Will Hear Comments from Citizens**

**Board Will Hear Comments from the Commission**

**Service Resolutions and Proclamations:** None

## **OLD BUSINESS**

- 1.) Rezoning Request for 43 Hillcrest Drive:** Jessica Crouch, Community Development Director

## **NEW BUSINESS**

- 1.) Financial Update:** Liana Compton, Finance Director
- 2.) Appointments to Boards:** None
- 3.) Certificate of Compliance – Circle K, Melissa Duncan:** Kim Foster, City Manager

**Monthly Service Highlights**

**Status of Various Projects**

**Notes from the City Manager**

**Adjournment**

**OLD BUSINESS**  
**AGENDA ITEM NO. 1**  
**Rezoning Request for 43 Hillcrest Drive**

Justin Stutzman has submitted a rezoning request for property he owns at 43 Hillcrest Drive. Currently the property is zoned R-1L (Residential Low Density). He is requesting a rezoning to B-1 (Highway Commercial District). Mr. Stutzman's rezoning application is attached below for review.

This item was discussed by the Planning Commission at its January meeting. However, staff recommends representing this agenda item to the Planning Commission this month for clearer articulation of the request, as there was confusion surrounding the original decision.



**Location of Requested Rezoning**

# City of Paris

100 N Caldwell St  
P.O. Box 970  
Paris, TN 38242  
<http://paristn.gov/>

For Internal Use Only

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

## APPLICATION FOR AMENDMENT TO ZONING ORDINANCE

### APPLICANT'S INFORMATION

Name of Individual: Justin Scott Stutzman Phone: \_\_\_\_\_  
Address: 43 Hillcrest Drive City/State: Paris, TN  
Email Address: \_\_\_\_\_

Applicant's Interest in Property:  Owner  Agent  Lessee  Option to Purchase

PROPERTY INFORMATION: Map: \_\_\_\_\_ Group: \_\_\_\_\_ Parcel: \_\_\_\_\_

Property Address: 43 Hillcrest Drive, Paris, TN, 38242

### REQUEST TO REZONE PROPERTY

Current Zoning Classification: \_\_\_\_\_ Requested Zoning Classification: B-1

Reason for Request/Remarks: Property adjacent to our home was approved. All potential residential buyers have loved the home, but not the location. How can we turn the only negative into a positive? Easy, re-zone Commercial

Site Plan Required: **Yes No** Map Required: **Yes No** Site Plan Required: **Yes No**

### REQUEST TO AMEND TEXT OF THE MUNICIPAL ZONING ORDINANCE

Chapter: \_\_\_\_\_ Section: \_\_\_\_\_ Requested Amendments/Remarks: \_\_\_\_\_

I hereby certify that the statements made by me herein and the maps and other accompanying data submitted herewith are true and correct.

Applicant Signature: Justin Stutzman Date: 12/11/25

City Commission Meeting: \_\_\_/\_\_\_/\_\_\_ Planning Commission Meeting: \_\_\_/\_\_\_/\_\_\_

Planning Commission Recommendation: \_\_\_\_\_ Date of Action: \_\_\_/\_\_\_/\_\_\_

Action by Board of Commissioners: \_\_\_\_\_ Date of Action: \_\_\_/\_\_\_/\_\_\_

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

**Narrative to the December 2025 Operating Statement**

We continue to see an increase in retail sales tax revenue over prior year in the same month. The month of November was up 4.99% compared to November of last year, with an adjusted overall annual increase YTD of 6.94%.

All fund revenues exceeded expenditures in December. There were no unusual activity nor any large capital expenditures in December.

There were 6 replacement hires; one FT Equipment Operator II, this was a backfill position for a prior promotion, and 5 seasonal PT employees for the basketball league.

There were 2 resignations, one police sergeant and one 911 dispatcher.

There were 2 new business licenses issued and 1 renewal.

CITY OF PARIS, TENNESSEE RETAIL SALES TAX REVENUE							
	FY2022	FY2023	FY2024	FY2025	FY2026	% Incr(Decr)	Adjusted 2026
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	\$1,122,029	2.16%	
NOVEMBER	\$988,199	\$1,059,818	\$1,088,505	\$1,092,808	\$1,147,362	4.99%	
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>\$5,776,298</b>		
Previous YTD % Increase/Decrease Adjusted	7.82%	5.05%	4.03%	-1.35%	10.22%	6.94% ***	

## Monthly Operating Statement December 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	162,250	670,700	26.10%
Local Option Sales Tax	6,500,000	553,599	3,431,037	52.79%
Wholesale Liquor / Beer	880,000	58,548	422,968	48.06%
Business Tax	450,000	7,213	53,922	11.98%
Fees & Licenses	144,250	10,085	79,348	55.01%
In Lieu Payments	170,250	0	37,980	22.31%
Hotel-Motel Occupancy Tax	200,000	19,422	130,545	65.27%
Grants	3,447,160	10,977	676,979	19.64%
State Shared taxes	1,967,500	153,875	914,425	46.48%
TVA Impact Payment	242,500	0	270,210	111.43%
All Other	12,353,050	176,035	1,349,056	10.92%
ARPA/TDEC-WII	1,675,000	-32,590	0	0.00%
<b>Total General Fund Revenue</b>	<b>30,599,710</b>	<b>1,119,415</b>	<b>8,037,168</b>	<b>26.27%</b>
Solid Waste Collection - BPU	1,400,000	119,352	705,544	50.40%
Solid Waste Disposal - Transfer	750,000	61,398	418,067	55.74%
Other Revenue	31,500	361	2,416	7.67%
<b>Total Sanitation</b>	<b>2,181,500</b>	<b>181,110</b>	<b>1,126,028</b>	<b>51.62%</b>
Gate Receipts - Brush & Debris	200,000	13,448	103,982	51.99%
County Share Operating Exp	35,000	0	0	0.00%
Gate Receipts - Tires	8,000	107	3,241	40.52%
Other Revenue	42,050	207	1,127	2.68%
<b>Total Landfill</b>	<b>285,050</b>	<b>13,762</b>	<b>108,350</b>	<b>38.01%</b>
<b>Total Drug Fund</b>	<b>59,040</b>	<b>1,182</b>	<b>12,518</b>	<b>21.20%</b>
<b>TOTAL REVENUES</b>	<b>33,125,300</b>	<b>1,315,470</b>	<b>9,284,064</b>	<b>28.03%</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	18,584	100,984	48.32%
General Administration	719,500	62,730	376,277	52.30%
Economic Development	200,371	15,305	100,927	50.37%
Chamber of Commerce	0	11,142	38,629	0.00%
Financial Administration	367,878	37,337	202,009	54.91%
City Hall Building	65,285	4,574	35,595	54.52%
Police Department	2,997,899	196,749	1,400,531	46.72%
Emergency Communications	1,130,104	95,040	538,350	47.64%
Fire Department	2,196,532	153,641	1,113,333	50.69%
Building Inspection	261,459	15,777	117,861	45.08%
Street Maintenance	1,936,893	118,430	997,459	51.50%
State Street Aid	1,715,000	0	1,175,615	68.55%
Storm Water Management	674,233	12,524	595,460	88.32%
Street Lighting	129,300	9,455	63,586	49.18%
City Garage	322,945	20,812	158,538	49.09%
Cemetery Maintenance	83,448	648	47,412	56.82%
Health & Animal Control	258,931	27,440	193,998	74.92%
Civic Center	866,806	42,788	328,233	37.87%
Parks & Recreation	1,407,825	80,829	774,954	55.05%
Library	212,019	0	106,010	50.00%
Community Development	14,359,210	41,566	636,479	4.43%
Debt Service	745,650	0	293,555	39.37%
<b>General Fund Expenditures</b>	<b>30,860,288</b>	<b>965,369</b>	<b>9,395,794</b>	<b>30.45%</b>
Sanitation Collection	1,523,292	65,673	889,948	58.42%
Contractual Services	925,000	75,323	476,588	51.52%
<b>Total Sanitation</b>	<b>2,448,292</b>	<b>140,996</b>	<b>1,366,536</b>	<b>55.82%</b>
<b>Total Landfill</b>	<b>243,150</b>	<b>8,072</b>	<b>99,413</b>	<b>40.89%</b>
<b>Total Drug Fund</b>	<b>42,000</b>	<b>200</b>	<b>14,594</b>	<b>34.75%</b>
<b>TOTAL EXPENDITURES</b>	<b>33,593,730</b>	<b>1,114,637</b>	<b>10,876,336</b>	<b>32.38%</b>

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	154,047	(1,358,625)
Sanitation	40,114	(240,509)
Landfill	5,690	8,937
Drug Fund	982	(2,076)

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

None

**NEW BUSINESS**  
**AGENDA ITEM NO. 3**  
**Certificate of Compliance – Circle K, Melissa Duncan**

A Certificate of Compliance has been submitted by Rob Pinson of Adams and Reese on behalf of Mac's Convenience Store LLC, doing business as Circle K. Attorney James Smith has confirmed that all required documentation is in order. This Certificate of Compliance is needed for Circle K to obtain a Retail Food Store license through the State of Tennessee, which requires a certificate from the local municipality where the business operates. Circle K also intends to apply for a Beer License with the Beer Control Board later this month.

CERTIFICATE OF COMPLIANCE

RETAIL FOOD STORE

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Pursuant to Tennessee Code Annotated, Title 57, §57-3-803 and 57-3-806, this is to certify that:

Name of Applicant: Mac's Convenience Stores LLC dba Circle K #4703978 Melissa Duncan  
Home Address: 2680 Highway 79 S 8416 Duncan Lane  
Paris, TN 38242 Nashville, IN 47448

Date of Birth: Formed 6/14/2011 5/7/1972

has made application for a Certificate of Compliance to sell wine in the County Henry, State of Tennessee, at 2680 Highway 79 S, Paris, TN 38242

(Street Address of Food Store)

and that an investigation has been undertaken of the applicant's criminal record and of the compliance of said business with local law, ordinances or resolutions, and from said investigation the undersigned certified:

1. That the applicant or applicants who are to be in actual charge of said business have not been convicted of a felony within a ten-year period, immediately preceding the date of the application and, if a corporation, that the executive officers or those in control have not been convicted of a felony within a ten-year period immediately preceding the date of the application;
2. That the applicant has secured a location for the business which complies with any local law, ordinance, or resolution, duly adopted by the local jurisdiction, as to the location of the business;
3. That the applicant or applicants have complied with the residency provisions;
4. That the issuance of this license will not exceed the numerical limit for licenses authorized by the municipality.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Mayor or Other Official Head of Municipality

MAJORITY OF CITY COUNCIL OR COMMISSION MEMBERS

\_\_\_\_\_  
Member of Legislative Body of Municipality

ATTENTION:  
Tennessee Alcoholic Beverage Commission  
500 James Robertson Parkway  
Nashville, Tennessee 37243

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

<i>January 2026</i>			
<b><u>Department</u></b>	<b><u>Highlight/Service</u></b>	<b><u>Metric</u></b>	<b><u>Significance</u></b>
<b>Winter Storm Fern</b>			
Public Works	Total Hours Worked	1320 Hours	City employees maintained a steady, day-to-day response throughout the weather event, demonstrating a strong commitment to public safety despite extreme conditions. Crews applied substantial materials to improve road conditions, while Public Works teams worked continuously across Paris to treat and clear streets, ensuring access to neighborhoods, critical facilities, and emergency services during the city's most severe winter weather.
Public Works	Consecutive Days worked	7 Days	
Public Works	Salt and/or Brine Applied	350 Tons	
Public Works	Street Miles Treated and/or Plowed	80 lane miles	

**STATUS OF VARIOUS PROJECTS**  
**February 2026**

<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	A2H opened bids on December 10, 2025, at 2:00 PM with the concurrence of Ford Construction as the contractor. A Pre-construction and utility coordination meeting will be held February 12, 2026.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/Crouch	Spring 2027	Bid Concurrence package is under review at TDOT.

2022 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Crouch	Fall 2026	Construction is scheduled to begin on May 4, 2026. There is a 16–20-week lead time on pedestrian signals once the order is released.
2022 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster/Crouch	Winter of 2027	Documents that TDOT requested for the scope change were sent on 12/31/2025. TDOT has approved and issued amendment #2. TLM is working on preliminary plans for a revised scope. The Henry County Fairboard has requested a meeting with TLM and City of Paris staff to discuss plans on Tuesday, February 10th at 6:30 PM at Henry County Fairgrounds.
TDEC Water Infrastructure Improvement (WII) Grant	Foster/Crouch	Spring 2026	Construction for this project is on hold with an expected return in mid-February. Snow, ice, and other weather conditions could delay this into March.
Paris City Wide Drainage Study	Foster	TBD	TLM continues to work on report.
2024 CDBG – Boardwalk at Eiffel Tower Park	Foster/Lawrence	Summer 2026	The SWPPP and ARAP’s have been approved by TDEC. TLM and Ritchie Smith Associates are finalizing bid documents.
Municipal Facilities Project – Municipal building on N. Caldwell St.	Foster	Winter 2027	TLM and City Staff met in a second session of Design Development review to cover architectural and interior design. TLM completed the Design Development Drawing set and submitted the set to Eykonic Group, the third-party cost estimator selected by the City. The anticipated timeframe for Eykonic to complete the cost estimate is 3-4 weeks.
Municipal Facilities Project – Fire Station on Tyson Ave.	Foster	Summer 2026	Barger Construction has begun site work with temporary power installed at the site. Submittals and shop drawings continue with materials being ordered. Barger Construction provided a cost savings proposal for changing the deck system and acoustics at the apparatus bay. The proposal is being reviewed. The current substantial completion date is March 6, 2027.

**Notes from the City Manager:**

- We started the winter with 500 tons of salt and have only about 150 tons left. It is extremely difficult, if not impossible, to get more salt mid-season but Public Works is trying to locate some.
- Don't forget that we will be attending the TML Legislative Conference in downtown Nashville March 2 & 3. Abby made arrangements for everyone planning to attend.