

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
August 6, 2026
5:00 P.M.

The Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5:00 p.m. on Thursday, August 6, 2026, 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 Jackie Jones
Commissioner Sam Tharpe
Commissioner Vickey Roberts

Also Present: City Manager Kim Foster
City Attorney James Smith
Community Development Director, Jessica Crouch
Community Engagement Coordinator, Abby Pierce
Police Chief, Ean Reed
Planner, Rebecca Renkel

Absent: None

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

Mayor Kathy Ray led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner Sam Tharpe.

APPROVAL OF MINUTES: July 1, 2026

DISCUSSION: None

ACTION: The minutes stand approved as read.

VOTE: Unanimous

City Manager Kim Foster requested that Item 6, Ordinance No. 1342 to amend Title 8, Chapter 1, Section 103 of the Paris Municipal Code related to Uniform Refuse Disposal – Tree and Tree Trimmings, be withdrawn from consideration.

Foster explained that City staff had spent considerable time and effort developing the proposed ordinance change, which originated as a request from Public Works Director Chris Moseley due to the department’s workload and inefficiencies with the previous brush pickup process. The intent was to identify a more efficient way to handle brush collection and improve service.

Foster stated that, after meeting with the Public Works Director and staff, it was determined that the proposed changes were not producing the expected results. She noted that sometimes the best-laid plans do not work as anticipated and, in this case, staff felt it was appropriate to step back and explore other options for improving the efficiency and service of brush collection before making changes to the ordinance.

Foster recommended withdrawing the ordinance at this time while staff evaluates other approaches. The City Attorney advised that withdrawing the item would be more appropriate than indefinitely deferring it, as a deferred item would continue to appear on future agendas. Commissioner Sam Tharpe made a motion to withdraw Ordinance No. 1342 from consideration. The motion was seconded by Commissioner Vickey Roberts and passed.

COMMENTS FROM CITIZENS:

- Brandy Valentine, 220 Starkey Lane, Henry, TN, addressed the Commission and thanked the members for their work on behalf of the community. Valentine asked the Commission for assistance in protecting the community and raised concerns regarding the current moratorium on data centers. She stated that the moratorium should have a definite expiration date and limited duration to avoid potential legal issues. She also requested greater transparency regarding the process and asked that citizens be kept informed. Valentine also expressed concerns about the Flock cameras installed at Eiffel Tower Park, stating that the cameras track individuals entering and leaving the park and could raise Fourth Amendment privacy concerns. She referenced reported security vulnerabilities involving the system, including potential access to live camera footage, and expressed concern that Flock's private operation could allow individuals outside of law enforcement to obtain access.

COMMENTS FROM THE COMMISSION: Vice Mayor John Etheridge thanked City Manager Kim Foster for working to address inefficiencies and commended her for being willing to acknowledge when a proposed approach does not work as intended. He stated that, in light of the public comments received, he believed withdrawing the ordinance was the appropriate decision.

Mayor Kathy Ray agreed with Etheridge's comments and also recognized the Girl Scouts who were present at the meeting.

Commissioner Jackie Jones commented on the numerous events taking place at Eiffel Tower Park and encouraged citizens to take advantage of the activities available. She specifically highlighted the success of the Concerts in the Park series this year.

Commissioner Sam Tharpe commented that the City is fortunate to be experiencing the current level of growth and construction in Paris. He referenced the ongoing paving work and Downtown Signalization Project, thanked City staff for their work, and expressed appreciation to citizens for their patience during the construction.

Commissioner Vickey Roberts echoed Tharpe's comments and stated that the Downtown Signalization Project will make the downtown area much safer. She encouraged motorists and pedestrians to use caution while construction is underway. Roberts also thanked the Henry County Tourism Authority for bringing back the Balloon Festival, which is scheduled for September.

City Manager Kim Foster provided an update on the paving project, noting that there had been a slight delay due to a contractor’s equipment being out of service, followed by a shutdown of the asphalt plant. She stated that the project should be back on schedule soon.

SERVICE RESOLUTIONS AND PROCLAMATIONS: None

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

Narrative to the June 2026 Operating Statement

Finance Director Liana Compton reported that retail sales tax revenue continued to increase compared to the same period in the prior year. May revenue was up 1.81% compared to May of the previous year, with an adjusted year-to-date annual increase of 5.71%.

Compton reported that General Fund expenditures exceeded revenues by approximately \$1.9 million in FY2026. She noted that the deficit was budgeted and was partially attributable to approximately \$2 million in costs associated with the Fire Station #1 project. There were no significant capital expenditures during the period. The figures remain subject to change pending completion of the year-end review and any necessary adjusting entries.

Compton reported six replacement hires, including two full-time and four part-time employees. There were three terminations, including one Police Department employee, one seasonal Parks employee, and one Sanitation employee.

There were five new standard business licenses issued, including licenses for Aldi, Ulta, Burlington, and Southside Café. Four new minimal business licenses were issued, along with one minimal annual 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	\$1,328,185	5.69%			
JANUARY	\$839,389	\$915,685	\$984,017	\$939,527	\$969,097	3.15%			
FEBRUARY	\$859,647	\$936,706	\$980,140	\$946,298	\$1,030,687	8.92%			
MARCH	\$1,102,651	\$1,106,574	\$1,270,965	\$1,177,011	\$1,219,820	3.64%			
APRIL	\$1,060,677	\$1,069,082	\$1,061,509	\$1,136,745	\$1,199,136	5.49%			
MAY	\$1,105,515	\$1,122,824	\$1,133,990	\$1,177,125	\$1,198,475	1.81%			
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	\$12,721,697				
Previous YTD % Increase/Decrease Adjusted	7.82%	5.05%	4.03%	-1.35%	7.14% 5.71%	***			

Monthly Operating Statement
June 2026

REVENUES		<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes		2,695,000	192,343	2,726,385	101.16%
Local Option Sales Tax		6,700,000	591,394	6,833,046	101.99%
Wholesale Liquor / Beer		880,000	69,759	824,932	93.74%
Business Tax		450,000	146,891	542,564	120.57%
Fees & Licenses		144,250	3,967	152,364	105.62%
In Lieu Payments		170,250	34,729	183,145	107.57%
Hotel-Motel Occupancy Tax		200,000	23,367	243,237	121.62%
Grants		1,500,160	15,683	783,226	52.21%
State Shared taxes		1,967,500	171,374	1,943,608	98.79%
TVA Impact Payment		242,500	0	270,210	111.43%
All Other		2,302,050	402,817	2,895,049	125.76%
ARPA/TDEC-WII		1,675,000	631,814	1,333,437	79.61%
Total General Fund Revenue		18,926,710	2,284,139	18,731,201	98.97%
Solid Waste Collection - BPU		1,400,000	120,873	1,414,493	101.04%
Solid Waste Disposal - Transfer		750,000	74,744	804,886	107.32%
Other Revenue		126,500	423	131,698	104.11%
Total Sanitation		2,276,500	196,039	2,351,077	103.28%
Gate Receipts - Brush & Debris		200,000	21,687	167,488	83.74%
County Share Operating Exp		35,000	0	16,914	48.33%
Gate Receipts - Tires		8,000	964	7,571	94.64%
Other Revenue		42,050	40,096	42,039	99.97%
Total Landfill		285,050	62,747	234,013	82.10%
Total Drug Fund		59,040	1,397	18,425	31.21%
TOTAL REVENUES		21,547,300	2,544,322	21,334,716	99.01%

EXPENDITURES		<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations		209,000	9,000	187,384	89.66%
General Administration		775,500	45,967	735,038	94.78%
Economic Development		200,371	15,349	200,388	100.01%
Chamber of Commerce		111,000	11,536	111,381	100.34%
Financial Administration		367,878	22,786	351,647	95.59%
City Hall Building		65,285	4,434	60,372	92.48%
Police Department		2,997,899	295,137	2,787,632	92.99%
Emergency Communications		1,130,104	107,423	1,159,060	102.56%
Fire Department		2,196,532	183,434	2,151,834	97.97%
Building Inspection		261,459	21,838	231,841	88.67%
Street Maintenance		1,936,893	174,005	1,871,363	96.62%
State Street Aid		1,715,000	13,540	1,619,126	94.41%
Storm Water Management		674,233	6,019	649,038	96.26%
Street Lighting		129,300	29,970	157,639	121.92%
City Garage		322,945	20,496	300,123	92.93%
Cemetery Maintenance		83,448	15,082	90,152	108.03%
Health & Animal Control		322,431	26,834	328,201	101.79%
Civic Center		866,806	65,602	750,698	86.61%
Parks & Recreation		1,407,825	154,378	1,433,123	101.80%
Library		212,019	0	212,019	100.00%
Community Development		6,959,060	1,433,414	4,608,157	66.22%
Debt Service		745,650	1,750	601,837	80.71%
General Fund Expenditures		23,690,638	2,657,994	20,598,053	86.95%
Sanitation Collection		1,523,292	111,297	1,343,099	88.17%
Contractual Services		925,000	83,536	942,919	101.94%
Total Sanitation		2,448,292	194,833	2,286,018	93.37%
Total Landfill		243,150	25,158	212,501	87.40%
Total Drug Fund		42,000	106	23,118	55.04%
TOTAL EXPENDITURES		26,424,080	2,878,092	23,119,691	87.49%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	(373,856)	(1,866,852)
Sanitation	1,206	65,059
Landfill	37,589	21,511
Drug Fund	1,291	(4,694)

Discussion: None
Vote: None

NEW BUSINESS
AGENDA ITEM NO. 2
Appointments to Boards

Historic Zoning Board				
<u>Appointment And Term</u>	<u>Current Member</u>	<u>Proposed Member</u>	<u>Term Expiration</u>	<u>New Expiration</u>
Mayor with Commission Approval 5 Year Term	Georg Todd	Georg Todd	August 8, 2026	August 8, 2031

Discussion: None
Action: Commissioner Sam Tharpe made a motion, seconded by Commissioner Vickey Roberts to approve the reappointment of Georg Todd to the Historic Zoning Board.
Vote: Unanimous

Housing Board of Adjustments and Appeals				
<u>Appointment And Term</u>	<u>Current Member</u>	<u>Proposed Member</u>	<u>Term Expiration</u>	<u>New Expiration</u>
City Commission Appointment 3 Year Term	Terry Fuller	Terry Fuller	August 14, 2026	August 14, 2029
City Commission Appointment 3 Year Term	Barry Flood	Barry Flood	August 14, 2026	August 14, 2026

Discussion: None
Action: Commissioner Sam Tharpe made a motion, seconded by Commissioner Jackie Jones to reappoint Terry Fuller and Barry Flood to the Housing Board of Adjustments and Appeals.
Vote: Unanimous

Paris Housing Corporation Board of Directors				
<u>Appointment And Term</u>	<u>Current Member</u>	<u>Proposed Member</u>	<u>Term Expiration</u>	<u>New Expiration</u>
Self Appointing 3 Year Term	Brenda Guinyard	Brenda Guinyard	August 24, 2026	August 24, 2029

Discussion: None
Action: None
Vote: None

NEW BUSINESS
AGENDA ITEM NO. 3
Certificate of Compliance – Twice Daily #8091

City Attorney James Smith reported that a Certificate of Compliance had been submitted by Lily Grace Paine of Tri Star Energy on behalf of Twice Daily #8091, located at 2504 East Wood Street. The certificate is required for Twice Daily to obtain a Retail Food Store license through the State of Tennessee. Smith explained that the City’s role is to confirm that the business is located in an area where alcohol sales are permitted, that the number of retail alcohol locations does not exceed the limit allowed within the municipality, and that the individuals applying have completed the required background checks. He noted that the applicable requirements include not having been convicted of a felony within the previous 10 years.

Smith stated that the application listed Sheree Wells, the manager of the Twice Daily location, and that she had passed the required background check and was currently a certified vendor with the applicable qualifications. Because the applicant is a corporate entity, Tri Star Energy LLC, Smith also obtained background checks for two corporate officers, including the General Counsel and Secretary and the Chief Executive Officer and Chief Operating Officer. Both corporate officers also passed their background checks.

Smith recommended approval of the Certificate of Compliance, stating that the applicants met the requirements under the Paris Municipal Code. He noted that if the applicant determines that the corporate entity, rather than the store manager, should have been listed

on the application for purposes of the state license, the Commission could technically correct the application, as both the manager and the corporate representatives had been reviewed and met the applicable requirements.

CERTIFICATE OF COMPLIANCE

RETAIL FOOD STORE

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

Name of Applicant: Sherece Wells
Home Address: 207 Rockport Rd
Camden TN 38320
(City) (State) (Zip)

Date of Birth: 8/28/1974

has made application for a Certificate of Compliance to sell wine in the County Henry, State of Tennessee, at
Twice Daily #8091 at 2504 E Wood St, 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 24 day of June, 2026.

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

Discussion: None

Action: Vice Mayor John Etheridge made a motion, seconded by Commissioner Vickey Roberts to approve the Certificate of Compliance for Twice Daily #8091, located at 2504 East Wood Street, as presented, with authorization for the City Attorney to make any necessary technical corrections to the applicant's name.

Vote: Unanimous

1295

NEW BUSINESS
AGENDA ITEM NO. 4
Resolution (No. 1737) to Authorize the City of Paris to Participate in Public Entity Partners
Matching Grant Programs

City Manager Kim Foster reported that Public Entity Partners is again offering its matching grant program to eligible members. The program provides 50/50 matching grants, with a total of \$12,500 in available funding for the City if all applications are awarded. With approval, staff requested authorization to submit applications for the Property Conservation Grant – Class II for Paris Parks and Recreation and Public Works, with \$4,000 in grant eligibility allowing for \$8,000 in total expenditures; the Safety Partners Grant – Class II for the Paris Fire Department, with \$3,000 in grant eligibility allowing for \$6,000 in total expenditures; the Cybersecurity Grant – Class II for the City of Paris, with \$1,500 in grant eligibility allowing for \$3,000 in total expenditures; and the James L. Richardson Driver Grant – Class II for the Paris Police Department, with \$4,000 in grant eligibility allowing for \$8,000 in total expenditures. Foster stated that staff requested approval of the resolution authorizing the City to participate in the program and pledging the required matching funds for each grant if awarded.

Resolution No. 1737

A Resolution Authorizing The City Of Paris, Tennessee
To Participate In Public Entity Partner’s
“James L. Richardson Driver Grant, Judy Housley Partners Grant, Property Conservation Grant, and Cyber
Security Grant” Matching Grant Program

WHEREAS, the safety and well-being of the employees of the City of Paris is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of Paris employees; and

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering the “James L. Richardson Driver Grant, Judy Housley Partners Grant, Property Conservation Grant, and Cyber Security Grant” Matching Grant Program; and

WHEREAS, the City of Paris now seeks to participate in these important programs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Paris, Tennessee the following:

SECTION 1. That the City of Paris is hereby authorized to submit applications for the “James L. Richardson Driver Grant, Judy Housley Partners Grant, Property Conservation Grant, and Cyber Security Grant” Matching Grant Program through Public Entity Partners.

SECTION 2. That the City of Paris is further authorized to provide a matching sum to serve as a match for any monies provided by these grants.

Resolved this 6th day of August in the year of 2026.

Mayor

Finance Director

Discussion: None
Action: Commissioner Sam Tharpe made a motion, seconded by Commissioner Vickey Roberts to approve Resolution 1737 to authorize the City of Paris to participate in Public Entity Partners Matching Grant Programs.
Vote: Unanimous

**NEW BUSINESS
AGENDA ITEM NO. 5**

Resolution (No. 1738) to Approve and Adopt Updated Revolving Loan Fund Program Documents

City Attorney James Smith presented a resolution for consideration to approve and adopt updated Revolving Loan Fund Program documents. Smith explained that the Revolving Loan Fund originated from a grant awarded through the USDA several years ago. Qualified applicants received loans from the fund, and as those loans are repaid, the funds remain available in perpetuity for future applicants. The loans are offered at 0% interest, with individual loans limited to \$50,000, and may be used for various purposes allowed under the program guidelines, including improvements to business properties and the purchase of equipment.

Smith stated that the program documents had been developed several years ago and that changes in business practices and circumstances have made it necessary to update and consolidate the policies, procedures, underwriting standards, and application materials. The updated documents are intended to make the program more functional for businesses seeking assistance and to continue supporting local business development and job creation. Smith explained that the Revolving Loan Fund Board, which oversees the program, had reviewed and approved the updated documents and was submitting them to the City Commission for final approval. He noted that the updated documents cannot take effect until approved by the Commission.

City Manager Kim Foster reported that the program has been successful and regularly used to assist businesses with startup costs and improvements. The fund currently has approximately \$400,000 available for future loans, with one outstanding loan currently being repaid. It was also clarified that the original funding came entirely from the USDA and that no City funds have been used for the program.

Resolution No. 1738

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PARIS, TENNESSEE,
APPROVING AND ADOPTING UPDATED REVOLVING LOAN FUND PROGRAM DOCUMENTS
AND AUTHORIZING THEIR IMPLEMENTATION**

WHEREAS, the City of Paris, Tennessee administers a Revolving Loan Fund Program to support economic development, business expansion, job creation, and investment within the community; and

WHEREAS, the City Commission finds it necessary and beneficial to periodically review and update the Revolving Loan Fund Program documents to ensure compliance with current laws, regulations, best practices, and program objectives; and

WHEREAS, revised Revolving Loan Fund Program documents, including policies, procedures, application materials, lending criteria, and related administrative guidelines, have been reviewed by City staff and are recommended for adoption;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Paris, Tennessee the following:

SECTION 1. The City Commission hereby approves and adopts the updated Revolving Loan Fund Program documents attached hereto and incorporated herein by reference as Exhibit A.

SECTION 2. The adopted documents shall supersede any previous Revolving Loan Fund Program policies, procedures, forms, or guidelines to the extent they conflict with the updated documents approved by this Resolution.

SECTION 3. The City Manager, Community Development Director, and other appropriate City officials are authorized to implement, administer, and enforce the updated Revolving Loan Fund Program documents and to make minor administrative revisions as necessary, provided such revisions do not materially alter program policies or requirements.

Resolved this 6th day of August in the year of 2026.

Mayor

Finance Director

ATTESTED:

“EXHIBIT A”

**City of Paris
Revolving Loan Fund Plan**

I. Revolving Loan Fund (RLF) Program Objectives

The City of Paris believes that low-cost capital is an essential ingredient to the economic development of the City of Paris and Henry County. The City of Paris recognizes the potential for economic growth within Paris and Henry County and has so designated this district and is of the belief involvement in a Rural Development Revolving Loan Fund (“RLF”) is an important means to encourage development.

In keeping with these beliefs and in furtherance of the economic development in Paris and Henry County, the City of Paris has established a Revolving Loan Fund to be managed and operated in accordance with this Plan.

II. RLF Policy Statements

This district covers all of the City of Paris and all of Henry County.

The City of Paris will accept and consider applications for loans from the RLF for projects that will significantly further economic development in Paris and Henry County. Exterior facility improvements and upgrades will receive preference but infrastructure work, interior improvements and equipment purchases will also be considered.

The RLF Board established by the City of Paris Board of Commissioners to oversee and manage the RLF will have sole authority for approval or denial of loans from the RLF and is responsible for all decisions and actions regarding the RLF. The RLF will be operated and maintained solely by the City of Paris through the appointed RLF Board.

It is the intent of the City of Paris that funds from the RLF program serve as a source to generate revitalization, growth, and economic development in the City of Paris and Henry County. The City of Paris will work with local lenders and others to enhance the leverage of the RLF dollars so the result is the maximum achievement possible of revitalization, growth, and economic development. It is further intended that the City of Paris use the RLF program to supplement, but not compete with, capital that may already exist within the area.

III. Lending Parameters

A. Eligible Applicants:

For-profit Business Ventures, including:
Corporations, Partnerships, Sole Proprietorships, Cooperatives
Governmental Units, including:

City Government, County Government, Regional Authorities, Industrial Development Corporations
Nonprofit Entities, including:
Corporations, Cooperatives, Associations
Tribal Authorities

B. Types of Projects Eligible for RLF Funding:

Projects must be for facilities that create, maintain, or revitalize the City of Paris or the County of Henry by providing community facilities and/or services such as:

- Commercial/Industrial Development
- Small Business Expansion or Startup
- Community Facilities
- Professional Facilities
- Tourism

C. Types of Projects/Activities Ineligible for RLF Funding:

- Refinancing of existing debt, or payment to business owners or partners
- Projects without any supplemental financing
- Activities determined to be for investment purposes
- General improvement loans related to normal replacement needs of a business and unrelated to facility improvement/enhancement/revitalization
- Agricultural production costs (i.e., cultivation, production, harvesting)
- Vehicles used for general purposes or that may be considered for personal use
- Projects that are primarily working capital with limited security
- Construction projects for the interior of an individual residential nature
- Illegal activities and/or legalized activities that in the opinion of the RLF Board adversely affect RLF interests (i.e. gambling casinos).
- Projects in which any elected official, City Manager, department director, or supervisory employee of the City of Paris, or close relative thereof, has a financial interest
- Projects, which based on the judgment of the RLF Board, would create a conflict of interest, potential for conflict of interest, or an appearance of a conflict of interest
- Mobile Food Trucks and Trailers

D. Types of Financing Available

Fixed Asset Financing including but not limited to:

- Equipment
- Building exterior including facades, fenestrations and glazing, ADA compliance

- Roofs
- Infrastructure including structural, mechanical, electrical, plumbing
- Building and Fire Code compliance

E. Loan Terms and Conditions

Amount

The RLF will not lend more than 100% of the total amount that is needed for a project. There is a \$50,000 maximum amount, however, the amount may be based on funds available to the RLF. The minimum RLF loan amount is \$5,000.

Interest Rates

The maximum interest rate for loans made from the RLF is zero percent interest (0%).

Reports

Annual budgets and reports will be submitted to the Rural Development Agency detailing the status of the funds and setting forth the operating costs of the RLF.

Legal Fees

The loan recipient will reimburse the City of Paris for all loan closing and legal fees incurred by the City of Paris in connection with the loan.

Repayment Terms

Repayment terms will not exceed ten (10) years. The following maturities will be used as a general guideline:

The RLF Board will provide a recommendation on term options and loan repayment schedules (monthly, quarterly, semi-annually, annually, etc.) on a project-by-project basis.

Regardless of recommended term options and/or schedules, repayment will be required in the form of an automatic draft from an active business account of the loan recipient. Notice must be provided thirty (30) days in advance of loan payment if designated account is changed or closed.

Security

The City of Paris will work with the potential borrower to obtain adequate security for the term of the loan. The nature and discounts assigned to the collateral pledged shall be determined by the RLF Board on a project-by-project basis. Generally, security will consist of a first lien position or subordinated lien on real property or an irrevocable standby letter of credit on an acceptable banking institution. If the same collateral is used in joint financing, the RLF will require a parity position with other lenders. Other types of security may include:

- Equipment, fixtures, product inventory, and other items which a developed market, coupled with adequate personal guarantees of principals or proper sureties of the organizations
- Securities issued by the Federal Government or its agencies
- Certificates of Deposit

The loan recipient will be required to maintain fire insurance, and flood insurance if necessary, on secured assets. In some cases, credit life or key man insurance may/will be required with the RLF as loss payee.

Personal guarantees from partners or majority stockholders owning 10% or more may be required for all corporate or partnership borrowings where the equity requirement is not met by cash.

F. Application Process

All applicants for RLF funding will be required to complete an application form, providing verifiable data which demonstrates their proposed projects are economically feasible, sustainable, and will provide benefits to the City of Paris and Henry County through development or revitalization.

Documentation should include a current balance sheet and profit and loss statement no older than 90 days and financial statements for the borrower for at least the 2 most recent years for existing businesses, a complete business plan, projected balance sheets and income statements for the next 2 years (projections should be supported by a list of assumptions showing the basis for the projections), and a pro forma balance sheet at start –up for new organizations.

G. Application Selection Process

Applications will be taken during regular office hours at the Paris City Hall. Upon receipt of an application, it will be reviewed by the RLF Board Chairman/City Manager or his/her designated representative for sufficiency of information and compliance with the RLF Plan. Once the application meets the minimum requirements for information and compliance, it is referred to the RLF Board for review and recommendations.

Under the RLF Plan, loan applications that will, either in whole or part, benefit the the City of Paris and Henry County through development or revitalization will receive the highest priority. Applications should detail the impact the loans will have on the City of Paris and Henry County economic development and must be economically feasible and sustainable.

Final loan approval will remain with the RLF Board.

H. Closing and Disbursement Process

All loan closing documents will be prepared by the Paris City Attorney or an Attorney selected by the RLF Board. Loan recipients will be encouraged to have loan documents reviewed by their own legal representative.

Loan closing documents will include a loan agreement and promissory note, and surety documents such as liens, financing statements, letters of credit, guaranty agreements, etc.

I. Loan Monitoring

Loan monitoring will require regular reporting by the loan recipient. This includes, but is not limited to, the following:

Annual income statements and balance sheets. Depending on the nature of the project and security arrangements, the RLF Board reserves the right to require the submission of annual financial reports as compiled by a certified public accountant.

Periodic progress/management information reports. Progress/management reports will be required on a semi-annual basis beginning six months after the advance of the RLF funds and continuing semi-annually thereafter until the completion of the project or until the loan is repaid.

Progress/Management reports will include:

- (1) Information on the status of the project funded and its impact on the City of Paris and Henry County.
- (2) A comparison of progress/accomplishments during the reporting period to previous reporting period and to the objectives established for the project
- (3) A description of any problems, delays, or adverse conditions which will materially affect the attainment of planned project objectives and a statement of action taken or contemplated to resolve the situation
The RLF Board reserves the right to require these reports on a more frequent basis if it is determined to be in the best interest of the RLF.

Telephone contact and site visits. At a minimum, a representative of the RLF Board will initiate a phone call to the loan recipient to review progress, performance, and any issues. The first one will be not later than six months after the loan is issued to the recipient. On-site visits will be conducted on an annual basis at a minimum, and more frequently if determined necessary by the RLF Board, until the loan is repaid to verify and evaluate the use of the RLF funds.

An annual review and report of the outstanding loans of the RLF, including the development and/or revitalization, will be compiled by the RLF Board for inclusion in the budget proposal each fiscal year.

IV. File Retention

All RLF files will be retained for a period of not less than two (2) full years after the loan has been repaid in full. After this time, the files will be destroyed by shredding or incineration. Files will be secured in a locked, safe place, and access will be limited to City of Paris staff with RLF responsibilities only. Other security measures will be initiated as needed to protect confidentiality of loan documents.

V. Amendments

No action will be taken to amend this plan without the RLF Board, its successors or assigns, consenting to the amendment. However, all amendments to this Revolving Loan Fund Plan will require the approval of the City of Paris Board of Commissioners before it may take effect.

CERTIFICATE

I do hereby certify that the above Revolving Loan Fund Plan was duly passed by the RLF Board at a regular meeting held on July 28, 2026.


Chairman


Recorder

Discussion: None

Action: Vice Mayor John Etheridge made a motion, seconded by Commissioner Jackie Jones to approve Resolution 1738 to amend and adopt the updated Revolving Loan Fund Program documents.

Vote: Unanimous

**NEW BUSINESS
AGENDA ITEM NO. 6**

Ordinance (No. 1342) to Amend Title 8, Ch 1, Section 103 of the Paris Municipal Code related to Uniform Refuse Disposal – Tree and Tree Trimmings

This ordinance is presented as a housekeeping measure for the Public Works Department to improve the efficiency, consistency, and scheduling of the City's brush and limb collection program. Under the current ordinance, tree and tree trimming debris is collected on a non-scheduled, as-needed basis throughout the year at no additional cost to residents. This amendment formalizes a quarterly, zone-based collection schedule that will enable staff to better coordinate routes, manage workloads, and maximize the use of personnel and

equipment resources. Collection services will continue to be provided at no additional charge; however, residents will be required to place tree and tree trimming debris out for collection during the designated pickup week for their service zone. Collection schedules, zone information, and an interactive zone map are available on the City's website at paristn.gov.

ORDINANCE NO. 1342

AN ORDINANCE to Amend Title 8, Chapter 1, Section 103 of the Paris Municipal Code

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, Title 8, Chapter 1 of the Paris Municipal Code shall be amended as follows:

- A. That Title 8, Chapter 1 of the Paris Municipal Code be amended by deleting Title 8, Chapter 1 (8-103 (2) (f)) in its entirety. (Ord. #1342, _____).

8-103. 2. Preparation of Refuse

F. "Trees and Tree Trimmings" shall be collected on a non-scheduled basis without additional charge above and beyond regular refuse collection fees. Tree and tree trimmings must be place in windrows adjacent to the curb line or street right of way. In no case may windrows of trees or tree trimmings extend more than six (6) feet back from the curb line or street right of way. Any trees cut or trimmed by a contractor, tree service, or other such commercial business will not be collected by the City of Paris. The property owner, contractor, tree service, or other such commercial business shall be responsible for the disposal of such refuse at their sole expense (Ord. #717, 09/07/89).

- B. That Title 8, Chapter 1 of the Paris Municipal Code be amended by enacting Title 8, Chapter 1 (8-103 (2) (f)) as follows.

8-103. 2. Preparation of Refuse

F. "Trees and Tree Trimmings" shall be collected four times per year without additional charge above and beyond regular refuse collection fees during the last full week of the month as designated by zones within the City of Paris, as follows:

Zone 1 is that portion within the municipal boundary of the City of Paris which is located north of Wood Street. "Trees and Tree Trimmings" shall be collected in Zone 1 during the last full week of January, April, July, and October.

Zone 2 is that portion within the municipal boundary of the City of Paris which is located south of Wood Street, east of Mineral Wells Avenue and North of Memorial Drive. "Trees and Tree Trimmings" shall be collected in Zone 2 during the last full week of February, May, August, and November.

Zone 3 is that portion within the municipal boundary of the City of Paris which is located south of Wood Street, west of Mineral Wells Avenue, and south of Memorial Drive. "Trees and Tree Trimmings" shall be collected in Zone 3 during the last full week of March, June, September and December.

The City of Paris shall maintain an interactive map of these zones on its website at www.paristn.gov.

"Trees and Tree Trimmings" must be place in windrows adjacent to the curb line or street right of way. In no case may windrows of trees or tree trimmings extend more than six (6) feet back from the curb line or street right of way. Any trees cut or trimmed by a contractor, tree service, or other such commercial business will not be collected by the City of Paris. The property owner, contractor, tree service, or other such commercial business shall be responsible for the disposal of such refuse at their sole expense

(Ord. #1342, _____).

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 passage of final adoption.

Passed and adopted August 6, 2026.

Passed and adopted _____.

Mayor

Finance Director

Discussion: None

Action: Commissioner Sam Tharpe made a motion to withdraw Ordinance No. 1342 from consideration. The motion was seconded by Commissioner Vickey Roberts.

Vote: Unanimous

NEW BUSINESS
MONTHLY SERVICE HIGHLIGHTS
“YOUR TAX DOLLARS AT WORK”

Due to scheduled time off and training classes, July and August Monthly Service Highlights will be combined on the September 2026 agenda.

STATUS OF VARIOUS PROJECTS
August 2026

PROJECT	PRIMARY STAFF	TARGET COMPLETION DATE(S)	DISCUSSION
Back Alley Paris	Foster/Ray	June 2027 (if awarded)	An application was submitted in June 2026 for the next Back Alley Paris Project. If awarded, this project will finalize Back Alley Paris through the addition of the final mural in the west alley along the Hat Law Firm building.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Crouch	Spring 2027	Construction is underway. TLM is planning to schedule a progress meeting for 1st week in August.
Rison St Bridge Replacement	Foster/Crouch	Fall 2026	The contractor began mobilization on July 22 nd . They will remove a few more trees so that BPU can relocate power lines again. The contractor felt the lines were still too close to the work area for their crane to operate safely. This should not affect the overall project schedule. Barring any unforeseen circumstances, this project should be complete by the end of the year (2026).
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/Crouch	Fall 2027	TDOT concurred to award Martin Paving the project. The preliminary pre-construction meeting was held on June 30 at 10:00 AM. There is a delay with signal equipment. TLM will have another meeting when it’s time to begin work in approximately 10 months.
2022 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Crouch	Summer 2026	Construction is underway. TLM is planning to schedule a progress meeting for the 1st week of August.
2022 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster/Crouch	Winter of 2027	TLM has received comments from TDOT on the preliminary ROW plans. The requested TDOT contract extension was submitted to TDOT. TLM will address comments and submit final ROW drawings in August
TDEC Water Infrastructure Improvement (WII) Grant	Foster/Crouch	Summer 2026	Construction is complete and a final inspection was performed on July 23. Punch list items from that inspection have been completed as well. Final payments are being processed so that final request for reimbursement can be submitted.
Paris City Wide Drainage Study	Foster	TBD	TLM is finalizing study to submit to ARP and the city.
2024 CDBG – Boardwalk at Eiffel Tower Park	Foster/Lawrence	Summer 2026	Construction continues. Bi-Monthly site inspections taking place. TLM is working on Change Order No. 1.
Municipal Facilities Project – Municipal building on N. Caldwell St.	Foster	Winter 2027	The project continues to progress through the Construction Documents phase as the architectural and engineering teams coordinate across disciplines, refine design details, and advance the construction documents. A design review meeting was held on July 15, 2026, and the project team is updating the drawings based on comments received to further develop the Construction Document set.
Municipal Facilities Project – Fire Station on Tyson Ave.	Foster	Summer 2026	Contractors continue progress on the CMU walls in all areas. The underground rough-in is complete. The roof framing in the Apparatus Bay (Area C) has begun. The focus is on completing the CMU and steel. Work is progressing in accordance with the current project schedule. However, four weather days were recorded during May and June and will be added to the contract time. As a result, the revised Substantial Completion date is March 12, 2027.

Notes from the City Manager:

- City Manager Kim Foster provided several updates during the meeting. Foster reported that the Safe Haven Baby Box contract had been finalized after coordination between the attorneys involved, and the information had been provided to the contractor. She stated that there are still additional steps to complete but that the project is moving forward.
- Foster also reported that the City has a work session scheduled with Bob Saffin of TLM to review the Citywide Drainage Study with the City's Building & Codes and Public Works staff. She said staff hopes to bring an executive summary of the study to the Commission the following month. Foster commented on the number of projects currently underway throughout the City, noting that while having multiple projects occur at the same time can be challenging, it is also rewarding to see projects that have been in development for a long time begin to come to fruition.
- Foster announced that the Paris Fire Department had officially received an ISO rating of 3, an improvement from its previous rating of class 4. She described the achievement as a significant accomplishment and credited Fire Department staff, former Fire Chief Michael Williams Sr., current Fire Chief Jamie Hinson, and the Paris Board of Public Utilities for improvements that contributed to the rating. Foster explained that ISO ratings are considered by property insurance providers when determining premiums and that a lower rating indicates a better level of fire protection. She expressed her pride in the Paris Fire Department and those involved in achieving the improved rating.
- Foster also provided an update regarding a recent change in the way municipal population is calculated in Tennessee. She explained that state legislation now requires the Boyd Center at the University of Tennessee, Knoxville, to review and certify an adjusted population figure for each municipality annually. Because the 2026 calculation represented an adjustment six years into the current census period, the calculation accounted for population changes that had occurred since the last census. Foster reported that Paris experienced a 0.0086% decrease in its share of the state's overall population, noting that while the City's population grew, other communities grew at a slightly faster rate. She stated that the impact on Paris is expected to be relatively small compared to some other communities, including several cities in West Tennessee that experienced more significant population decreases.
- Foster then announced that, following her evaluation and consideration, she had appointed Ean Reed as Chief of Police, effective August 2. Foster praised Reed for his performance while serving as interim chief, stating that he had led the department professionally and demonstrated strong leadership, sound judgment, and an understanding of the direction needed for the department. She stated that Reed had earned her full trust and confidence and that she was proud to add him to the City's leadership team. Foster also noted that the City's department heads had expressed their support for the appointment and confidence that Reed would do well in the position.
- Chief Reed thanked Foster for the appointment and stated that he would do the best job possible in serving the community and prioritizing the safety of the citizens of Paris. The Commission congratulated Reed on his appointment.

The meeting duly adjourned at 5:32 p.m.

Mayor

Finance Director