



**CITY COMMISSION MEETING
AGENDA FOR AUGUST 13, 2024
5:00 PM
CITY HALL COMMISSION CHAMBERS
300 SOUTH FIFTH STREET**

*Any member of the public who wishes to make comments to the Board of Commissioners is asked to fill out a Public Comment Sheet and place it in the box located at the end of the Commissioner's desk on the left side of the Commission Chambers. The Mayor will call on you to speak during the **Public Comments** section of the Agenda.*

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

NEW EMPLOYEE INTRODUCTIONS Emelyn Herndon, Recreation Supervisor & Elizabeth Kimball, Recreation Specialist - **A. CLARK**

PROCLAMATION Paducah Coffee Shop Appreciation Day. Levi McDuffee

PRESENTATION Paducah Open Finance Budget Portal - Jon Perkins & Emma Shaw

ADDITIONS/DELETIONS

PUBLIC COMMENTS

MAYOR'S REMARKS

Items on the Consent Agenda are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Agenda and considered separately. The City Clerk will read the items recommended for approval.

	I.	<u>CONSENT AGENDA</u>
	A.	Approve Minutes for the July 23, 2024, Board of Commissioners Meeting
	B.	Receive & File Documents
	C.	Appointment of Gregory Cannon to the Brooks Stadium Commission.
	D.	Personnel Actions
	E.	Declaration and Sale of Surplus Property 621 and 623 McKinley Street - C. GAULT
	F.	Authorize City Manager to release a request for proposals for design and construction administrative services for the Coleman Park Spray Ground - A. CLARK
	G.	Authorize the City Manager to release a Request for Proposals for repairs to the Transient Boat Dock - A. CLARK

	H.	Employment Agreement to rehire retired Police Officer Matthew Wentworth - S. WILCOX
	I.	911 tower lease agreement with American Towers LLC - B. LAIRD
	J.	Approve Contract For Services with Greater Paducah Economic Development Council for FY2025 in the amount of \$250,000 - D. JORDAN
	K.	Approve Contract For Services with Paducah Transit Authority for FY2025 in the amount of \$215,000 - D. JORDAN
	L.	Approve Contract For Services with Barkley Regional Airport Authority for FY2025 in the amount of \$120,000 - D. JORDAN
	M.	Approving the Termination of a \$365,000.00 Subdivision Performance and Warranty Surety Bond with Walker Properties of Western Kentucky, LLC for Trails End Subdivision - G. GUEBERT
	N.	Approve the Acceptance of a \$365,000.00 Subdivision Performance and Warranty Surety Bond with Trails End Development, LLC. for Trails End Subdivision. G. GUEBERT
	O.	Purchase of Nine (9) Police Pursuit Rated SUV's for use by the Paducah Police Department - C. YARBER
	P.	Purchase of Rollout Containers, Lids, & Replacement Parts from Toter, Inc. in an amount not to exceed \$300,000 - C. YARBER
	II.	<u>MUNICIPAL ORDER(S)</u>
	A.	Approve the purchase of Christmas decor from Holiday Outdoor Decor through Buy Board, National Purchasing Cooperative in the amount of \$48,554.00 . - C. YARBER
	B.	Authorize the Acceptance of a Mellon Foundation Grant in the Amount of \$1.34 Million on behalf of the Uppertown Heritage Foundation - H. REASONS
	III.	<u>ORDINANCE INTRODUCTION</u>
	A.	Medical Cannabis Zoning Text Amendment - J. SOMMER
	IV.	<u>DISCUSSION</u>
	A.	BUILD Grant
	V.	<u>COMMENTS</u>
	A.	Comments from the City Manager
	B.	Comments from the Board of Commissioners

	VI.	<u>EXECUTIVE SESSION</u>
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Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Declaration and Sale of Surplus Property 621 and 623 McKinley Street - C. GAULT

Category: Municipal Order

Staff Work
By: Nancy
Upchurch
Presentation
By:

Background Information: Mr. Moxey proposes acquiring the two lots with the intent of adding a modular home. He requested two lots since each lot is only 30 feet wide and the home he proposes is 27 feet wide. In addition to the home, he proposes to add a brick foundation, privacy fence, landscaping and a small storage building in the backyard. The proposed investment is \$159,409. Mr. Moxey submitted a pre-approval letter of credit to fund the proposed investment.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: Housing

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: To meet the commission's priority of housing, the Planning Department generally would not recommend the combining lots, thus reducing the number of available building sites. Upon reviewing the proposal of Mr. Moxey staff determined that the proposed development would not fit on a single lot and allow for an adequate side yard. In this case, it is recommended that the Commission determine that the property is surplus, that the proposed development will not fit on one lot, thus justifying the request for both lots and accept the request of the Mr. Moxey to purchase the lots for a total of \$2, subject to the standard clause applied in the Fountain Avenue Revitalization Area stating that the property would revert to the City if the owner fails to comply with the submitted proposal and substantially complete the project within one year.

Attachments:

1. MO - prop sale- 621 and 623 McKinley Street
2. SOA2024-0011-12 621 & 623 McKinley Bid
3. SOA2024-0011 Staff Report 621-623 McKinley

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Authorize City Manager to release a request for proposals for design and construction administrative services for the Coleman Park Spray Ground - **A. CLARK**

Category: Municipal Order

Staff Work
By: Amie Clark
Presentation
By: Amie Clark

Background Information: In 2005, the City of Paducah Parks and Recreation Department converted a city pool to an above ground spray pad with restroom facility. After years of wear and tear, the facility needs to be updated to improve operations and meet current codes and standards for aquatic facilities.

Authorize the City Manager to issue a Request for Proposals for design and construction administrative services for the Coleman Park Spray Ground facility.

Does this Agenda Action Item align with a Commission Priority? Yes

If yes, please list the Commission Priority: Southside Initiatives; Facility Improvements

Communications Plan:

Funds Available: Account Name: Coleman Sprayground Rehab

Account Number: PA0134

Staff Recommendation: Approve

Attachments:

1. MO - RFP - Coleman Park Sprayground Renovation 2024

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Authorize the City Manager to release a Request for Proposals for repairs to the Transient Boat Dock - A. CLARK

Category: Municipal Order

Staff Work By: Amie
Clark
Presentation By: Amie
Clark

Background Information: Paducah's Transient Boat Dock has won Quimby's Boater's Choice Award seven (7) years running. While the dock is open for reservations year round, as water levels allow, the busiest season for visitors is July thru November.

Authorize the City Manager to release a request for proposals for repairs, replacements, and updates to the transient boat dock.

Does this Agenda Action Item align with a Commission Priority? Yes
If yes, please list the Commission Priority: Facility Improvements

Communications Plan:

Funds Available: Account Name: Parks Services - Boat Dock Fund

Account Number: 53002406 533050

Staff Recommendation: Approve

Attachments:

1. MO - RFP – Transient Boat Dock Repairs and Improvements

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Employment Agreement to rehire retired Police Officer Matthew Wentworth - **S. WILCOX**

Category: Municipal Order

Staff Work By: Brian Laird,
Stefanie Wilcox
Presentation By: Stefanie
Wilcox

Background Information: Employment Agreement to rehire retired Police Officer Matthew Wentworth for a 12-month term. This agreement allows for fifteen vacation days, and five sick days that may be used after six weeks of service. The effective date of his employment is July 11, 2024, and will end on July 10, 2025.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: [Commission Priorities List](#)

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: To approve employment agreement with Officer Matthew Wentworth.

Attachments:

1. MO - agree-employment – Matthew Wentworth - PD
2. Wentworth Employment Agreement

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: 911 tower lease agreement with American Towers LLC - **B. LAIRD**

Category: Municipal Order

Staff Work
By: Anthony
Copeland
Presentation
By: Brian Laird

Background Information: Part of the 911 radio upgrade project includes the addition of more tower locations to meet coverage standards. The American Towers LLC., tower located at 6765 Contest Road, is one of two tower locations identified for the project that require lease agreements. Staff and our consultant, Federal Engineering, have negotiated this lease agreement with ATC. The agreement has also been reviewed by the City Attorney.

The lease agreement is for an initial term of 14 years, with the option to automatically renew for three (3) additional terms of five (5) years each. Rent will be \$3,900/month for the first year with an annual increase of 4%. The cost of this lease has been included in the 911 budget.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name: Communications Equipment Maintenance

Account Number: 20004001 522060

Staff Recommendation: Approve lease agreement

Attachments:

1. MO - Lease- American Towers LLC - 911
2. City of Paducah @ Paducah II_23002_SLA_060524_OAA790980 - Redraft 072524 Corrected (1)

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Approve Contract For Services with Greater Paducah Economic Development Council for FY2025 in the amount of \$250,000 - **D. JORDAN**

Category: Motion

Staff Work By: Daron
Jordan, Claudia Meeks
Presentation By: Daron
Jordan

Background Information: The FY2025 Budget was approved on June 11, 2024, by Ordinance No. 2024-06-8815. As part of the Investment Fund Decision Items for FY2025, the Commission approved appropriation of funding for Greater Paducah Economic Development Council (GPEDC) in the amount of \$250,000. The Board of Commissioners is now desirous of entering into a contract with Greater Paducah Economic Development Council for FY2025 services in the amount of \$250,000, payable in four quarterly installments of \$62,500 each.

Does this Agenda Action Item align with a Commission Priority? No
If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name: Investment Fund

Account Number: 2400 0401 580800

Staff Recommendation: Approve 2024-2025 Contract

Attachments:

1. MO - contract-GPEDC FY25
2. GPED City Contract for Services FYE 06.30.25

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Approve Contract For Services with Paducah Transit Authority for FY2025 in the amount of \$215,000 - **D. JORDAN**

Category: Motion

Staff Work By: Daron
Jordan, Claudia Meeks
Presentation By: Daron
Jordan

Background Information: The FY2025 Budget was approved on June 11, 2024, , by Ordinance No. 2024-06-8815. The Budget included payment to Paducah Transit Authority in the amount of \$215,000. The Board of Commissioners is now desirous of entering into a contract with Paducah Transit Authority for FY2025 services in the amount of \$215,000, payable in four quarterly installments of \$53,750.

Does this Agenda Action Item align with a Commission Priority? No
If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name: General Fund

Account Number: 1000 0106 580080

Staff Recommendation: Approve Contract For Services

Attachments:

1. MO contract-PATS FY2025
2. City of Paducah and PATS Contract FY25

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Approve Contract For Services with Barkley Regional Airport Authority for FY2025 in the amount of \$120,000 - **D. JORDAN**

Category: Motion

Staff Work By: Daron
Jordan, Claudia Meeks
Presentation By: Daron
Jordan

Background Information: The FY2025 Budget was approved on June 11, 2024, by Ordinance No. 2024-06-8815. The budget included payment to Barkley Regional Airport Authority in the amount of \$120,000. The Board of Commissioners is now desirous of entering into a contract with Barkley Regional Airport Authority for FY2025 services in the amount of \$120,000, payable in four quarterly installments of \$30,000 each.

Does this Agenda Action Item align with a Commission Priority? No
If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name: Investment Fund

Account Number: 2400 0401 580820

Staff Recommendation: Approve Contract For Services and authorize the Mayor to execute all documents related to same.

Attachments:

1. MO contract-barkley regional airport FY2024
2. Barkley Regional Airport - FY 2025 Contract For Services (003)

Agenda Action Form

Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Approving the Termination of a \$365,000.00 Subdivision Performance and Warranty Surety Bond with Walker Properties of Western Kentucky, LLC for Trails End Subdivision - **G. GUEBERT**

Category: Municipal Order

Staff Work
By: Melanie
Townsend
Presentation
By: Greg
Guebert

Background Information: The Paducah Planning Commission recommended by Resolution dated September 7, 2023, the adoption of an ordinance approving the revised final plat of subdivision of property located at 125 Ridgeview Street.

On October 24, 2023, the Paducah City Commission adopted Ordinance 2023-10-8793, approving the final report of the Paducah Planning Commission on the proposed final subdivision of property of Walker Properties of Western Kentucky, LLC., located at 125 Ridgeview Street, accepting the dedication of right of way of Ridgeview Street, Joey Way, and Petter Avenue, accepting public utility easements, authorizing the Mayor to subscribe a Certificate of Approval on the plat, and authorizing the Mayor to execute the Subdivision Performance and Warranty Surety Bond for \$365,000.00.

The City and Walker Properties of Western Kentucky, LLC entered into a Subdivision Performance and Warranty Bond Agreement on August 24, 2024. The City accepted a \$365,000.00 Subdivision Performance and Warranty Surety Bond based on the subdivision's public infrastructure costs.

Since executing the said agreement, Walker Properties of Western Kentucky, LLC has sold the development to Trails End Development, LLC., as evidenced by the deed filed in D.B. 1503, Pg 704. The City proposes terminating the existing Subdivision Performance and Warranty Surety Bond with Walker Properties of Western Kentucky, LLC., and entering into a new one for \$365,000.00 with Trails End Development, LLC.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: [Commission Priorities List](#)

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approve the termination of the Subdivision Performance and Warranty Bond with Walker Properties of Western Kentucky, LLC., and authorize the Mayor to sign the termination form.

Attachments:

1. MO - Performance and Surety Bond Termination – Trails End Subdivision

2. Trails End_Termination of Surety Bond Agreement

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Approve the Acceptance of a \$365,000.00 Subdivision Performance and Warranty Surety Bond with Trails End Development, LLC. for Trails End Subdivision. **G. GUEBERT**

Category: Municipal Order

Staff Work
By: Melanie
Townsend
Presentation
By: Greg
Guebert

Background Information: The Paducah Planning Commission recommended by Resolution dated September 7, 2023, the adoption of an ordinance approving the revised final plat of subdivision of property located at 125 Ridgeview Street.

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Since executing the said agreement, Walker Properties of Western Kentucky, LLC has sold the development to Trails End Development, LLC., as evidenced by the deed filed in D.B. 1503, Pg 704. The City terminated the existing Subdivision Performance and Warranty Surety Bond with Walker Properties of Western Kentucky, LLC. The City desires to enter into a Subdivision Performance and Warranty Surety Bond for \$365,000.00 with Trails End Development, LLC.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Accept the Subdivision Performance and Warranty Surety Bond for \$365,000.00 from Trails End Development, LLC., and authorize the Mayor to sign the bond agreement.

Attachments:

1. MO - Performance and Surety Bond Trails End Development LLC – Trails End Subdivision

2. Trails End_Surety Bond_8.13.24

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Purchase of Nine (9) Police Pursuit Rated SUV's for use by the Paducah Police Department - C.
YARBER

Category: Municipal Order

Staff Work By: Jm
Scutt, Debbie Collins
Presentation
By: Chris Yarber

Background Information: On July 18, 2024 sealed written bids were opened for the purchase of Nine (9) Police Pursuit Rates SUV's to be used by the Paducah Police Department. One bid was received. Linwood Motors was the responsive and responsible bidder with seven (7) Patrol SUV's at \$56,510.00 each, and two (2) K-9 SUV's at \$61,835.00 each, for a total price of \$519,240.00. In addition, Linwood Motors agreed to allow the City to purchase up to two (2) additional police SUV's in accordance with the specifications at the unit bid price listed above, in the event the City may need to purchase additional police SUV's prior to June 30, 2025 due to loss of a SUV. The delivery time will be 180 days after contract execution.

Does this Agenda Action Item align with a Commission Priority? No
If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name: Rolling Stock/Vehicle Fleet Lease Trust Fund

Account Number: 71000210 540050

Staff Recommendation: To receive and file the bid and adopt a Municipal Order authorizing the Mayor to execute an agreement with Linwood Motors for the purchase of Nine (9) Police Pursuit Rated SUV's for use by the Police Department in accordance with the specifications in the total amount of \$519,240.00 with the option of additional purchase if needed.

Attachments:

1. MO - police SUV's 8-2024
2. 00020 - Invitation to Bid
3. Bid Tab -Nine (9) Police Pursuit - Police
4. Proposed Agreement_signed by vendor
5. SPEC PICK UP LIST
6. Linwood bid - Nine Police Pursuit Rated SUV's

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Purchase of Rollout Containers, Lids, & Replacement Parts from Toter, Inc. in an amount not to exceed \$300,000 - **C. YARBER**

Category: Municipal Order

Staff Work
By: Latrisha
Pryor
Presentation
By: Chris
Yarber

Background Information: Equipment available under National Intergovernmental Purchasing Alliance (IPA) Contract Number 171717, therefore, competitive bidding is not required. Thus, requesting authorization be given to allow purchases not to exceed \$300,000 for rollout containers, lids, and additional replacement parts from Toter, Inc., throughout FY2025 for the Solid Waste Division.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: Commission Priorities List

Communications Plan:

Funds Available: Account Name: Solid Waste Fund - Equipment Other

Account Number: 50002209 - 542190

Staff Recommendation: That the City of Paducah hereby authorizes the execution of the Master Intergovernmental Cooperative Purchasing Agreement with Omnia Partners (National Intergovernmental Purchasing Alliance). Further, the Finance Director is authorized to make payment to Toter, Inc. for the purchase of rollout containers, lids, and replacement parts for the 2024-2025 fiscal year, in an amount not to exceed \$300,000, and authorizes the Mayor to execute all documents related to same. These containers and accessories will be used by customers within the City limits of Paducah served by the Solid Waste Division, Public Works Department. This purchase is made in compliance with the National Intergovernmental Purchase Alliance (IPA) Contract Number 171717.

Attachments:

1. MO - refuse-rollout containers FY2025

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Approve the purchase of Christmas decor from Holiday Outdoor Decor through Buy Board, National Purchasing Cooperative in the amount of \$48,554.00 . - **C. YARBER**

Category: Municipal Order

Staff Work By:
Presentation
By: Chris
Yarber

Background Information: On August 1, 2024, a quote was received from Holiday Outdoor Decor for \$48,554.00 for the purchase of Christmas decor for use by the Public Works Department Maintenance Division to be placed along Walter Jetton Blvd and Jefferson Street. All decor is purchased through the Buy Board, National Purchasing Cooperative that was approved through MO 2912.

Does this Agenda Action Item align with a Commission Priority? No

If yes, please list the Commission Priority: [Commission Priorities List](#)

Communications Plan:

Funds Available: Account Name: PROJECT ACCT

Account Number: PF0070

Staff Recommendation: Approve a Municipal Order to purchase Christmas decor from Holiday Outdoor Decor in the amount of \$48,554.00 under the Buy Board, National Purchasing Cooperative interlocal participation agreement. To be used by the Public Works Department Maintenance Division to be placed along Walter Jetton Blvd and Jefferson Street.

Attachments:

1. MO - purchase - Christmas Decor - Walter Jetton and Jefferson
2. Holiday Outdoor Decor quote
3. MO #2912

Agenda Action Form Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Authorize the Acceptance of a Mellon Foundation Grant in the Amount of \$1.34 Million on behalf of the Uppertown Heritage Foundation - **H. REASONS**

Category: Municipal Order

Staff Work By: Hope Reasons, Michelle Smolen, Daron Jordan

Presentation By: Hope Reasons

Background Information: The Mellon Foundation Humanities in Place Grant Program "supports a fuller, more complex telling of American histories and lived experiences by deepening the range of how and where our stories are told and by bringing a wider variety of voices into the public dialogue. Working with media, heritage and public spaces, history museums and other institutions, and conveners of shared experiences—including the digital or ephemeral—we strive to expand the public expression of the histories that have made us and the values we hold. Our program works across and within diverse communities, encouraging bold, innovative rethinking of past practice, as well as visionary new approaches for how to collectively understand, uplift, and celebrate more complete stories about who we are."

The City of Paducah requested \$1.34 million for capital improvements to the Hotel Metropolitan and Purple Room and to build the capacity of their Board and organization. The Board of Commissioners approved the application with MO 2886 on April 23, 2024. There is no match required for this grant.

Does this Agenda Action Item align with a Commission Priority? Yes

If yes, please list the Commission Priority: Southside Enhancements

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Authorize the grant from the Mellon Foundation and the Mayor to sign all documentation related to same.

Attachments:

1. MO - accept -Mellon Foundation Grant - Hotel Metropolitan

Agenda Action Form

Paducah City Commission

Meeting Date: August 13, 2024

Short Title: Medical Cannabis Zoning Text Amendment - **J. SOMMER**

Category: Ordinance

Staff Work By: Josh Sommer
Presentation By: Josh Sommer

Background Information: This text amendment is to integrate the five types of medical cannabis land uses into Paducah's Zoning Code.

Does this Agenda Action Item align with a Commission Priority? Yes

If yes, please list the Commission Priority: Commission Priorities List Quality of Life

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approval

Attachments:

1. ORD - 126 - Medical Cannabis Land Use
2. Signed Resolution
3. Medicinal Cannabis Presentation
4. TXT2024-0003 Medical Cannabis (BOC)