

NOTICE OF SPECIAL CALLED MEETING OF THE
BOARD OF COMMISSIONERS
OF THE
CITY OF PADUCAH, KENTUCKY

TO: Commission/Media/Public

There will be a Special Called Meeting of the Board of Commissioners of the City of Paducah at 3:00 p.m., on Wednesday, November 27, 2024, held in the Commission Chambers of City Hall located at 300 South Fifth Street, Paducah, KY 42003. The Agenda for the meeting is attached to this notice. The regular meeting on Tuesday, November 26, 2024, has been cancelled.

George Bray, Mayor

CERTIFICATE OF SERVICE

Executed by electronic mail and facsimile of a copy to
Commission/Media on 11-26-2024 at 2:15 p.m.

Lindsay Parish, City Clerk



Amended 11-26-2024 at 2:15 p.m.

**SPECIAL CALLED CITY COMMISSION MEETING
AGENDA FOR NOVEMBER 27, 2024
3:00 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

ADDITIONS/DELETIONS

PROCLAMATION Crash Responder Safety Month

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 November 12, 2024, Board of Commissioners Meeting
	B.	Receive & File Documents
	C.	Appointment of Kevin Kauffeld and Joint Appointment of Jewel Jones to the Paducah-McCracken County Joint 911 Parcel Fee Appeals Board
	D.	Reappointment of Amanda Johnson and Michael Campbell and appointment of Chad Clark to the Historical and Architectural Review Commission (HARC).
	E.	Personnel Actions
	F.	Approve a Participation Agreement with Sourcewell for Cooperative Purchasing - C. YARBER
	G.	Authorize a Contract with Vermeer Midwest for the purchase a Horizontal Grinder and 80' conveyer/stacker for use by Public Works Compost Division in the amount of \$749,274.38 - C. YARBER
	H.	Approve the Application for a FEMA Assistance to Firefighter's Grant in the Amount of \$51,300 - S.KYLE

		I.	Approve procurement of radios from Communications International in an amount of \$218,325 - D. DENTON
		J.	Approve procurement of Self-Contained Breathing Apparatus (SCBA) in the amount of \$49,380 - D. DENTON
		K.	Authorize the Purchase of Real Property Located at 600 Glenwood Drive from Paducah Independent School Board in an amount of \$120,000 - D. JORDAN
	II.	<u>RESOLUTION(S)</u>	
		A.	Resolution Approving the Transfer of the City of Paducah Section 8 Program to the Housing Authority of Paducah - D. JORDAN
	III.	<u>MUNICIPAL ORDER(S)</u>	
		A.	<u>Employment Agreement with Gregory Guebert to be the City Engineer - D. JORDAN</u>
		B.	<u>Approve a Contract for Services with Columbia Art House, Inc. for the Columbia Theatre Facade Renovation - D. JORDAN</u>
	IV.	<u>ORDINANCE(S) - ADOPTION</u>	
		A.	Amend Chapter 2 of the Code of Ordinances related to the Fire Department - S. KYLE
		B.	Amend Chapter 46 of the Code of Ordinance related to Addressing - S. KYLE
		C.	Amend Chapter 78 "Personnel" of the Code of Ordinances - S. WILCOX
	V.	<u>ORDINANCE(S) - INTRODUCTION</u>	
		A.	Amend chapter 106 related to business licenses - D. JORDAN
	VI.	<u>COMMENTS</u>	
		A.	Comments from the City Manager
		B.	Comments from the Board of Commissioners
	VII.	<u>EXECUTIVE SESSION</u>	

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Approve a Participation Agreement with Sourcewell for Cooperative Purchasing - **C. YARBER**

Category: Municipal Order

Staff Work By: Lindsay Parish, Michelle
Smolen, Chris Yarber
Presentation By: Chris Yarber

Background Information: Sourcewell is a Cooperative Purchasing Agency that handles competitive solicitation processes and allows local governments to purchase from the resulting contracts. These purchases can often be made at reduced prices and allow for a more streamlined procurement process for the City. KRS 45A.300 allows local governments to participate in cooperative purchasing in accordance with an agreement entered into between the participants. In order to purchase through Sourcewell, the City must enter into a participation agreement. This Municipal Order authorizes the Mayor to execute a participation agreement with Sourcewell in substantially the form attached to this agenda action form. This contract does not commit any funds. Any purchases made from Sourcewell would be brought back to the City Commission for approval.

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

If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approval.

Attachments:

1. MO Cooperative Purchasing Agreement - Sourcewell
2. Sourcewell Participation Agreement 4.19.24 (003)

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Authorize a Contract with Vermeer Midwest for the purchase a Horizontal Grinder and 80' conveyer/stacker for use by Public Works Compost Division in the amount of \$749,274.38 - **C. YARBER**

Category: Municipal Order

Staff Work By: Jim Scutt, Debbie Collins,
Hope Reasons
Presentation By: Chris Yarber

Background Information: May 28, 2024 the Board of Commissioners authorized the acceptance of the 2024-2025 Kentucky Price Fund Composting Grant with Municipal Order No. 2902 for the purchase of a Horizontal Grinder and 80' conveyer/stacker for use by the Public Works Compost Division.

The City of Paducah received notice of successfully securing a Grant to purchase a Horizontal Grinder and 80' conveyer/stacker with a required local match of 25% of the total cost. Through Sourcewell purchasing agent, we have a quote from Vermeer Midwest for One (1) 2024 HG4000G2 Horizontal Grinder and One (1) 80' conveyer/stacker in the amount of \$749,274.38.

The purchase price of \$749,274.38 will be funded by \$561,955.78 from the awarded Grant and \$187,318.60 from the required 25% local match from Public Works Compost 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: Equipment Other

Account Number: 50002211 542190

Staff Recommendation: Approve a Municipal Order for the purchase of One (1) Grinder and One (1) 80' conveyer/stacker from Vermeer Midwest, through Sourcewell purchasing agent, for use by the Public Works Compost Division in the amount of \$749,274.385. Funded by \$561,955.78 from the awarded Grant and \$187,318.60 from the required 25% local match from Public Works Compost Division.

Attachments:

1. MO purchase Horizontal Grinder and conveyer-stacker – Vermeer Midwest - Sourcewell
2. Vermeer Midwest quote Q-19700-2

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Approve the Application for a FEMA Assistance to Firefighter's Grant in the Amount of \$51,300 - S.KYLE

Category: Municipal Order

Staff Work By: Chris Owen, Steve Kyle,
Hope Reasons
Presentation By: Steve Kyle

Background Information: The Assistance to Firefighters Grant (AFG) is an annual grant program administered by the Federal Emergency Management Agency (FEMA) that offers grant funding to fire departments across the country. The grants focus on enhancing the safety of firefighters, and therefore public, with respect to fire and fire-related hazards. The AFG program provides funding for critical training and equipment.

The Paducah Fire Department is requesting \$51,300 in federal funding for Fire Ground Survival Training and an additional prop for the training. The Fire Department will be required to contribute a 10% match in the amount of \$5,700 to reach a total project cost of \$57,000. The 10% match will be included in the FY26 budget for the Fire Department.

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 application for a FEMA Assistance to Firefighters Grant and for the Mayor to sign all documentation related to same.

Attachments:

1. MO - app - FEMA AFG – Fire Ground Survival Training

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Approve procurement of radios from Communications International in an amount of \$218,325 -
D. DENTON

Category: Municipal Order

Staff Work
By: Steve Kyle
Presentation
By: David Denton

Background Information: The City is in the process of replacing its radio system. As a result, the fire department has radios that have to be replaced in order to work on the new system. The fire department has identified new radios for purchase at a discounted price. The City Manager issued a non-competitive negotiation determination letter due to the price that the radios are being sold. The department recommends the purchase of these radios at the discounted price. These radios are being sold at \$4,300.00/radio versus the new price of \$15,000.00/radio. While these radios are built to the same standard, they are discounted because they were built prior to the date of the NFPA approval being obtained. The fire department is purchasing 50 radios for a total of \$218,325.00.

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

If yes, please list the Commission Priority: 911 Radio Equipment Upgrade, Governance, and Revenue

Communications Plan:

Funds Available: Account Name: Project: City-Wide Radio Purchase, Equipment Communication

Account Number: EQ0036, 10001802-542130

Staff Recommendation: Purchase radios at the discounted price.

Attachments:

1. MO agree – Communications International – Fire Department Radios
2. City Manager Written Procurement Determination

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Approve procurement of Self-Contained Breathing Apparatus (SCBA) in the amount of \$49,380
- **D. DENTON**

Category: Municipal Order

Staff Work
By: David
Denton
Presentation
By: David
Denton

Background Information: The fire department is purchasing 6 Self-Contained Breathing Apparatus (SCBA) and 6 45 minute cylinders off of the KCTCS State Contract #PCT-00628 from 911 Fleet & Fire Equipment for a total of \$49,380.00. These are budgeted funds for the procurement.

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: Fire Hoses/Rescue Equipment

Account Number: 10001802-540130

Staff Recommendation: Approval of purchase

Attachments:

1. MO - Purchase SCBA - Fire Department

MUNICIPAL ORDER NO. _____

A MUNICIPAL ORDER AUTHORIZING PURCHASE OF REAL PROPERTY LOCATED AT 600 GLENWOOD DRIVE, PADUCAH, McCRACKEN COUNTY, KENTUCKY

WHEREAS, the Paducah Independent School District owns certain real property located at 600 Glenwood Drive, Paducah, Kentucky (hereinafter “Property”); and

WHEREAS, the City of Paducah desires to acquire said Property from the Paducah Independent School District; and

WHEREAS, the City of Paducah has offered, and the Paducah Independent School Board has accepted, an offer to purchase said Property for \$120,000; and

WHEREAS, the Board of Commissioners of the City of Paducah find that the acquisition of the Property for the amount of \$120,000 is reasonable and fair, advances a particular public purpose of the City, and is in the best interest of the City.

NOW, THEREFORE, IT IS ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY:

Section 1. Recitals and Authorizations. The Board of Commissioners declares that the acquisition of the Property by the City of Paducah for purposes of economic development advances a particular public purpose of the City, is in the best interest of the City and is hereby approved and authorized.

Section 2. Recitals and Authorizations. That the Mayor of the City of Paducah, Kentucky be and is hereby authorized to purchase on behalf of the City said Property for and in consideration of One Hundred Twenty Thousand Dollars (\$120,000.00). The Mayor is further authorized to execute all documentation necessary to effectuate the transfer of the Property to the City of Paducah.

Section 3. Earnest Money Deposit. The Finance Department for the City of Paducah is hereby authorized to issue a check in the amount of Five Thousand Dollars (\$5,000) to Keuler, Kelly, Hutchins, Blankenship & Sigler, LLP to be held in its escrow account and to be applied to the purchase price at the time of closing, as more particularly described in the Real Estate Closing Escrow Agreement, attached hereto as Exhibit A.

Section 4. Purchase Price. The Finance Department for the City of Paducah is further authorized to distribute funds for the purchase price of this property, as more particularly described in the Real Estate Purchase Agreement, attached hereto as Exhibit B. This shall be charged to the General Fund Fund Balance.

Section 5. Severability. If any section, paragraph or provision of this Order shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Order.

Section 6. Compliance with Open Meetings Laws. The City Commission hereby finds and determines that all formal actions relative to the adoption of this Order were taken in an open meeting of the City Commission, and that all deliberations of this City Commission and of its committees, if any, which resulted in formal action, were in meetings open to the public, in full compliance with applicable legal requirements.

Section 7. Conflicts. All ordinances, resolutions, orders or parts thereof in conflict with the provisions of this Order are, to the extent of such conflict, hereby repealed and the provisions of this Order shall prevail and be given effect.

Section 8. Effective Date. This Order shall be in full force and effect on and after the date as approved by the Board of Commissioners of the City of Paducah, Kentucky.

MAYOR

ATTEST:

City Clerk

Introduced by the Board of Commissioners, _____, 2024.

Adopted by the Board of Commissioners, _____, 2024.

Recorded by City Clerk, _____, 2024.

MO\prop pur – 600 Glenwood Drive School Board

KKHB

RESOLUTION

**A RESOLUTION APPROVING THE TRANSFER OF THE
CITY OF PADUCAH SECTION 8 PROGRAM TO THE
HOUSING AUTHORITY OF PADUCAH**

WHEREAS, the Housing Authority of Paducah has managed the City of Paducah Section 8 HCV program through a contractual management, agreement for over five (5) years; and

WHEREAS, the City of Paducah Section 8 Office's Board desires to transfer City of Paducah Section 8 program to the Housing Authority of Paducah; and

WHEREAS, if the transfer is successful, the Housing Authority of Paducah's management of the program will expand the housing opportunities by providing indispensable resources for families with extremely low incomes, welcoming stakeholders' innovative and creative ideas, including ideas that require statutory, regulatory, and program and strengthen public housing for the future; and

WHEREAS, the City of Paducah, the Paducah City Commission and the City of Paducah Section 8 Office now wishes to enact this resolution in favor of the transfer the City of Paducah Section 8 program to the Housing Authority of Paducah.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY OF PADUCAH, AS FOLLOWS:

Section 1. It is hereby found, determined and declared that the City of Paducah hereby approves the transfer of the City of Paducah Section 8 Program to the Housing Authority of Paducah

Section 2. This Resolution shall be in full force and effect from and after the date of adoption.

ADOPTED by the Board of Commissioners of the City of Paducah, Kentucky, on November 27, 2024, signed by the Mayor, attested by the City Clerk and declared to be in full force and effect.

George Bray, Mayor

Attest:

Lindsay Parish, City Clerk

Certification

I, the undersigned, do hereby certify that I am the duly qualified City Clerk of the City of Paducah, Kentucky (the “City”), and as such Clerk I further certify that the foregoing is a true, correct and complete copy of a Resolution duly adopted by the Board of Commissioners of the City at a properly convened meeting held on November 27, 2024, signed by the Mayor and now in full force and effect, all as appears from the official records of the City of Paducah in my possession and under my control.

IN WITNESS WHEREOF, I have hereunto set my hand this November 27, 2024.

Lindsay Parish, City Clerk

Agenda Action Form Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Employment Agreement with Gregory Guebert to be the City Engineer - D. JORDAN

Category: Municipal Order

Staff Work By: Stefanie Wilcox

Presentation By: Daron Jordan

Background Information: Authorize the Mayor to sign an Employment Agreement with Gregory Guebert to move him from Interim City Engineer to full-time City Engineer.

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

If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approve the Employment Agreement with Gregory Guebert as the full-time City Engineer.

Attachments:

1. MO - agree-employment – Gregory Guebert – City Engineer
2. City Engineer - Employment Agreement Guebert Final

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Approve a Contract for Services with Columbia Art House, Inc. for the Columbia Theatre Façade Renovation - D. JORDAN

Category: Municipal Order

Staff Work
By: Daron
Jordan
Presentation
By: Daron
Jordan

Background Information: In February 2024, the City Commission pledged to financially support the Columbia Art House, Inc. through Municipal Order No. 2857, in their work to stabilize the facade of the Columbia Theatre with matching funds not to exceed \$500,000. The Columbia Art House, Inc. has secured the remaining necessary funds to stabilize the facade of the Columbia Theatre. This action authorizes a contract for services with Columbia Art House to disperse the funds. The City maximum payment will be the lesser of \$500,000 or one half of the aggregate amount of all invoices submitted related to the approved scope of work.

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

If yes, please list the Commission Priority: Protecting Key Historical and Cultural Resources

Communications Plan:

Funds Available: Account Name: Columbia Theater

Account Number: 24000401 580940

Staff Recommendation: Approval.

Attachments:

1. MO contract-Columbia Theater Façade Stabilization 2024
2. CONTRACT FOR SERVICES - Columbia Art House Inc

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Amend Chapter 2 of the Code of Ordinances related to the Fire Department - **S. KYLE**

Category: Ordinance

Staff Work By: Steve Kyle
Presentation By: Steve Kyle

Background Information: This update is being brought forward to both update antiquated language and remove conflicting language that is covered by the contract with IAFF Local 168 that is also an ordinance.

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

If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Adopt recommended changes to the ordinance.

Attachments:

1. ORD 2-Fire Department 2024 Amendment

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Amend Chapter 46 of the Code of Ordinance related to Addressing - **S. KYLE**

Category: Ordinance

Staff Work By: Steve Kyle, Eric Stuber, Greg Guebert,
Anthony Copeland
Presentation By: Steve Kyle

Background Information: There is currently an ordinance on the books that determines how the City identifies and assigns and addresses. However, the address has no penalty section for the City to force an owner to use the address that was assigned. This change is being recommended to give authority to the ordinance to require an owner to use the address that is assigned. These changes are made to meet the requirements of our annual audit that 911 Communications goes through to verify all of their data and receive funding.

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 recommended changes to the ordinance.

Attachments:

1. 46-addressing amendment

Agenda Action Form Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Amend Chapter 78 "Personnel" of the Code of Ordinances - **S. WILCOX**

Category: Ordinance

Staff Work By: Stefanie Wilcox
Presentation By: Stefanie
Wilcox

Background Information: Amend Chapter 78, Personnel, Article, II, Benefits and Leave adding Veterans Day – November 11th as a City-recognized holiday in appreciation for those who have served, and to assist in recruitment and retention of staff.

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

If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Amend the ordinance to add Veterans Day beginning in 2025.

Attachments:

1. ORDINANCE AMENDING PERSONNEL ORDINANCE 11 12 2024

Agenda Action Form

Paducah City Commission

Meeting Date: November 27, 2024

Short Title: Amend chapter 106 related to business licenses - **D. JORDAN**

Category: Ordinance

Staff Work By: Stephanie Millay,
Jonathan Perkins
Presentation By: Daron Jordan

Background Information: From time to time, the City of Paducah's code of ordinances needs to be refreshed and clarification language added. This amendment adds clarifying language to make it clear that EACH business location must be treated as a stand-alone license; and, that each location is licensed as such. This is a housekeeping amendment.

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: Staff recommends that the proposed ordinances clarification amendment be passed.

Attachments:

1. Ordinance Amending Gross Receipts License Tax