



**CITY COMMISSION MEETING  
AGENDA FOR SEPTEMBER 2, 2025  
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**

**DELETIONS**

**PUBLIC HEARING** Property Tax Hearing

**NEW EMPLOYEE INTRODUCTIONS** Jennifer Adams, Recreation Supervisor - A. CLARK

**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.*

	<b>I.</b>	<b><u>CONSENT AGENDA</u></b>
	A.	Approve Minutes for August 26, 2025, Board of Commissioners Meeting.
	B.	Receive & File Documents
	C.	Appointment of Alexis Marrs and Carrie Signa to the Paducah Main Street Board
	D.	Personnel Actions
	E.	Approve MOA for incentives for 1541 Olivet Church Road - <b>J. FOWLER-SOMMER</b>
	F.	Approve MOA for incentives for 6615 Blandville Road - <b>J. FOWLER-SOMMER</b>
	G.	Authorize the Mayor to execute a contract for services with Reliable Electric LLC for the installation of new lighting in Dolly McNutt Plaza - <b>A. CLARK</b>
	H.	Authorize updates to MO #3022 Schedule of Fees for Oak Grove Cemetery - <b>A. CLARK</b>

		I.	Authorize the Application and Acceptance of a United States Tennis Association Grant in the Amount of \$2,000 - <b>A. CLARK</b>
		J.	Authorize the Purchase of Structural Firefighting Gear for the Fire Department - <b>S. KYLE</b>
		K.	Authorization for Application and acceptance for a grant for a thermal imaging camera for the Fire Department - <b>S. KYLE</b>
		L.	Authorize a Contract with Paducah Alliance of Neighbors in an amount not to exceed \$100,000 - <b>C. GAULT</b>
		M.	Purchase of Two (2) Compact SUV's for the Paducah Parks Department - <b>C. YARBER</b>
		N.	Authorize the Application and Acceptance of a Kentucky Division of Waste Management Litter Abatement Grant. - <b>C. YARBER</b>
		O.	Authorize a Modification to the Tolling Agreement with Midwest Terminal - <b>D. JORDAN</b>
	<b>II.</b>	<b><u>MUNICIPAL ORDER(S)</u></b>	
		A.	Approve FY2026 Contract For Services with GPEDC, Inc. (Greater Paducah Economic Development Council) in the amount of \$250,000 - <b>D. JORDAN</b>
		B.	Authorize the Mayor to execute a contract with RL Turner for Design Services for a new spray ground located at Robert Coleman Park - <b>A. CLARK</b>
	<b>III.</b>	<b><u>ORDINANCE(S) - ADOPTION</u></b>	
		A.	Business License Fee Schedule - Inflationary Adjustment - <b>A. KYLE</b>
	<b>IV.</b>	<b><u>ORDINANCE(S) - INTRODUCTION</u></b>	
		A.	Setting Tax Levies: Ad Valorem Properties -- FY2026 - <b>A. KYLE</b>
	<b>V.</b>	<b><u>DISCUSSION</u></b>	
		A.	MyPaducah Portal and Mobile App Preview - <b>L. PARISH &amp; E. STUBER</b>
	<b>VI.</b>	<b><u>COMMENTS</u></b>	
		A.	Comments from the City Manager
		B.	Comments from the Board of Commissioners
	<b>VII.</b>	<b><u>EXECUTIVE SESSION</u></b>	

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Approve MOA for incentives for 1541 Olivet Church Road - **J. FOWLER-SOMMER**

Category: Municipal Order

Staff Work By: Joshua P. Fowler-Sommer

Presentation By: Joshua P. Fowler-Sommer

**Background Information:** Mr. and Mrs. Hack has requested consensual annexation into the City of Paducah for 1541 Olivet Church Road, which contains a real estate office. Said annexation was approved on August 26, 2025. This MO is to enact the garbage pick-up and property tax incentives.

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

If yes, please list the Commission Priority: Growth

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval

Attachments:

1. MO - Annexation incentives – 1541 Olivet Church Road
2. Revised Hack

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Approve MOA for incentives for 6615 Blandville Road - **J. FOWLER-SOMMER**

Category: Municipal Order

Staff Work By: Joshua P. Fowler-Sommer

Presentation By: Joshua P. Fowler-Sommer

**Background Information:** Mr. Dustin Hawkins has requested consensual annexation into the City of Paducah for 6615 Blandville Road, which currently is a vacant lot. Said annexation was approved on August 26, 2025. This MO is to enact the garbage pick-up and property tax incentive

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

If yes, please list the Commission Priority: Growth

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval

Attachments:

1. MO - Annexation incentives – 6615 Blandville Road
2. Revised Hawkins

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

**Short Title:** Authorize the Mayor to execute a contract for services with Reliable Electric LLC for the installation of new lighting in Dolly McNutt Plaza - **A. CLARK**

**Category:** Municipal Order

Staff Work  
By: Amie Clark  
Presentation  
By: Amie Clark

**Background Information:** On May 3, 2025, the City released a Request for Proposals for new lighting in Dolly McNutt Plaza with a bid opening date of May 22, 2025. One bid was received. The City rejected all bids in compliance with Paducah Code of Ordinances Section 2-650(e) and 2-651 and issued a written determination that the proposed costs were over the allocated budgeted amount.

On June 25, the City re-released a Request for Proposals for new lighting in Dolly McNutt Plaza with a bid opening date of July 10, 2025. One bid was received. The City rejected all bids in compliance with Paducah Code of Ordinances Section 2-650(e) and 2-651 and issued a written determination to enter into competitive negotiations with the single bidder per KRS 45A.370(1)(c) with the intention of negotiating a lower price that is within budgetary constraints.

Authorize the Mayor to execute a contract with Reliable Electric, LLC in an amount not to exceed \$58,980.00 for new lighting in Dolly McNutt Plaza. Work is scheduled to be completed on or before October 31, 2025.

**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: Dolly McNutt Lighting Project

Account Number: PA0136

**Staff Recommendation:** Approve

**Attachments:**

1. MO - contract with Reliable Electric, LLC – Dolly McNutt lighting project
2. Dolly McNutt Signed Contract

# Agenda Action Form

## Paducah City Commission

Meeting Date: September 2, 2025

Short Title: Authorize updates to MO #3022 Schedule of Fees for Oak Grove Cemetery - **A. CLARK**

Category: Municipal Order

Staff Work By: Amie Clark  
Presentation By: Amie Clark

Background Information: Authorize updates to MO #3022 Schedule of Fees for Oak Grove Cemetery and Mausoleum as follows:

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER AMENDING MUNICIPAL ORDER NO. 3022 “A SCHEDULE OF FEES FOR OAK GROVE CEMETERY AND MAUSOLEUM” PURSUANT TO CHAPTER 26, CEMETERIES, OF THE CODE OF ORDINANCES OF THE CITY OF PADUCAH, KENTUCKY.

BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCY:

SECTION 1. By Municipal Order the Board of Commissioners of the City of Paducah hereby adopts a schedule of fees, as set out below, for Oak Grove Cemetery and Mausoleum, pursuant to the Code of Ordinances of the City of Paducah, Kentucky, Chapter 26, Cemeteries.

### **Oak Grove Grave Lots Fee**

Single Lot (4' x 8')	\$550/lot
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### **West Kentucky Mausoleum Crypts**

- Ground Tier	\$6,000.00
2 <sup>nd</sup> Tier	\$6,500.00
3 <sup>rd</sup> Tier	\$6,500.00
4 <sup>th</sup> Tier	\$6,000.00
5 <sup>th</sup> Tier	\$6,000.00
Alcove	\$7,500.00

### **Burial Services**

#### ***Weekday Burials***

Mausoleum Bldg Opening/Closing	\$1000.00
Memorial Services (No interment)	\$250.00
<u>Cremains or Full Interment</u>	\$175.00

#### ***Saturday Burials***

Mausoleum Bldg <u>Interment</u>	\$1500.00
Memorial Service (No interment)	\$450.00
<u>Cremains Interment</u>	\$375.00
<u>Full Interment</u>	\$250.00

***Late Fees***

Services scheduled Monday – <u>Saturday</u> , concluding after 2:00pm	\$300.00
Services scheduled without 72 – hour notice requirement	\$300.00

***Holidays***

Services will not be offered on Sundays.

Services will not be offered on the first Saturday of December due to the City’s Annual Christmas Parade.

Services will not be offered on recognized holidays as follows:

New Year’s Day, Martin Luther King Day, President’s Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, New Year’s Eve.

SECTION 2. This Order shall be in full force and effect from and after the date of its adoption.

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

Attachments:

1. MO - Oak Grove Cemetery Schedule of Fees 090225

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

**Short Title:** Authorize the Application and Acceptance of a United States Tennis Association Grant in the Amount of \$2,000 - **A. CLARK**

**Category:** Municipal Order

Staff Work By: Amie  
Clark, Hope Reasons  
Presentation By: Amie  
Clark

**Background Information:** This USTA Southern Parks and Recreation Grant provides Parks and Recreation Departments with the resources they need to create tennis programs, making the sport more accessible to their communities. The Parks and Recreation Department is requesting \$2,000 to provide an Adaptive Tennis program for youth and adults in Paducah and surrounding areas in the spring and fall of 2026. Funding will be used for marketing, supplies, and staff time. No matching funds are required for the grant.

**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:** Authorize the application and acceptance of the USTA Grant and for the Mayor to sign all documentation related to same.

**Attachments:**

1. MO - application & award-United States Tennis Association 2025



# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Authorize the Purchase of Structural Firefighting Gear for the Fire Department - **S. KYLE**

Category: Municipal Order

Staff Work By: Steve  
Kyle, David Denton  
Presentation By: Steve  
Kyle

**Background Information:** The Fire Department is purchasing structural firefighting gear (coats, pants, hoods) to maintain personal protective equipment that meets current standards. This purchase exceeds the procurement guidelines in place and requires commission approval for the disbursement above \$40,000. The gear is being purchased off of state contract number PCT-00626 for \$48,688.20 from Atlantic Emergency Solutions.

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: 1000 1802 540130

Staff Recommendation: Approve expenditure

Attachments:

1. MO - FD-structural firefighting gear

# **Agenda Action Form Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Authorization for Application and acceptance for a grant for a thermal imaging camera for the Fire Department - **S. KYLE**

Category: Municipal Order

Staff Work By: Steve  
Kyle, David Denton  
Presentation By: Steve  
Kyle

Background Information: The fire department is requesting permission to apply for a no-match grant through the Kentucky Fire Commission for a thermal imaging camera. These cameras are used to search for victims in the fire environment, allowing the firefighter to see through the heat and smoke. We have camera systems but apply as grant funds are available to update those systems with current technology. The approximate cost of the camera is \$5,700.00.

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: Approve application for grant

Attachments:

1. MO - app & award – Kentucky Fire Commission Thermal Imaging Grant FY2026

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Authorize a Contract with Paducah Alliance of Neighbors in an amount not to exceed \$100,000 -  
**C. GAULT**

Category: Municipal Order

Staff Work  
By: Carol Gault  
Presentation  
By: Carol Gault

Background Information: This action is for the approval a contract in the amount of \$100,000, for services beginning on July 1, 2024, and ending June 30, 2026 with Paducah Alliance of Neighbors. The contract is for various services related to providing support in the Southside Neighborhood Revitalization Program adopted on Aug. 12, 2025 by the Board of Commissioners.

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

If yes, please list the Commission Priority: Southside Revitalization

Communications Plan:

Funds Available: Account Name: Midtown Alliance

Account Number: 24000401 580680

Staff Recommendation:

Attachments:

1. MO - contract-Paducah Alliance of Neighbors 2025
2. Contract for Services 2025-2026

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Purchase of Two (2) Compact SUV's for the Paducah Parks Department - **C. YARBER**

Category: Municipal Order

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

**Background Information:** On August 14, 2025 sealed written bids were opened for the purchase of Two (2) Compact SUV's to be used by the Paducah Parks Department. One bid was received. Linwood Motors was the responsive and responsible bidder in accordance with the specifications with a bid of \$33,890.00 each for a total price of \$67,780.00. 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: Rollins 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 Two (2) Compact SUV's for use by the Paducah Parks Department in accordance with the specifications in the total amount of \$67,780.00.

**Attachments:**

1. MO - parks SUV's
2. 00020 - Invitation to Bid
3. Spec pickup list
4. Bid Tab Two (2) Compact SUV's
5. LINWOOD BID
6. 00500 - Agreement proposed

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

**Short Title:** Authorize the Application and Acceptance of a Kentucky Division of Waste Management Litter Abatement Grant. - **C. YARBER**

**Category:** Municipal Order

Staff Work By: Chris Yarber, Latrisha Pryor, Hope Reasons  
Presentation By: Chris Yarber

**Background Information:** The Kentucky Division of Waste Management (DWM) provides funds across the Commonwealth to local jurisdictions for litter abatement. The litter abatement award amount is based on a street mileage formula with Paducah having 224 miles of city streets. In previous years, DMW has awarded the Public Works Department an average of \$14,000 - \$15,000 for the Street Litter Abatement Program. The City uses Litter Abatement funding for litter/trash pick-up along roadways and within the parks. This grant also funds street sweeping activities, personnel costs, and disposable costs. The Public Works Department proposes an application to KY Division of Waste Management for the 2026 Litter Abatement Award. The grant amount will be based on the formula using the total number of street miles within the City and the number of applicants this year. This award requires no local cash or in-kind match.

**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:** Authorize the application and acceptance of the litter abatement grant and authorize the Mayor to sign all documents related to same.

**Attachments:**

1. MO - application & award-2026 Litter Abatement

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Authorize a Modification to the Tolling Agreement with Midwest Terminal - **D. JORDAN**

Category: Municipal Order

Staff Work  
By: Daron  
Jordan  
Presentation  
By: Daron  
Jordan

**Background Information:** The City of Paducah and Midwest Terminal previously entered into a Tolling Agreement in 2020 in which it was agreed to toll and suspend any applicable statute of limitations on claims that Midwest Terminal may have against the City until October 1, 2025. This action authorizes a modification to the Tolling Agreement to extend the tolling period to October 1, 2028.

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 - agree- tolling agreement modification Jim Smith Midwest Terminal

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

**Short Title:** Approve FY2026 Contract For Services with GPEDC, Inc. (Greater Paducah Economic Development Council) in the amount of \$250,000 - **D. JORDAN**

**Category:** Municipal Order

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

**Background Information:** The FY2026 Budget was approved on June 10, 2025, by Ordinance No. 2025-06-8847. The Budget included payment to GPEDC, Inc. (Greater Paducah Economic Development Council) in the amount of \$250,000. The Board of Commissioners is now desirous of entering into a contract with GPEDC for FY2026 services in the amount of \$250,000, payable in four quarterly installments of \$62,500.

**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 FY2026 Contract with GPEDC

**Attachments:**

1. MO - contract-GPEDC FY26
2. GPEDC Contract

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

**Short Title:** Authorize the Mayor to execute a contract with RL Turner for Design Services for a new spray ground located at Robert Coleman Park - **A. CLARK**

**Category:** Municipal Order

Staff Work  
By: Amie Clark  
Presentation  
By: Amie Clark

**Background Information:** A Request for Proposals was issued for a Design Build Project for the spray ground located at Robert Coleman Park on March 19, 2025, with a submission deadline of April 24, 2025. One bid was received from RL Turner out of Indiana.

Per the City Manager's Determination, pursuant to KRS 45.380, the City formally rejected the bid as it relates to the restroom facility portion of the project, and found that competitive negotiations for the sprayground facility may be appropriate to determine if the price for the project can be reduced to an amount within budget.

After negotiations, staff request approval of a contract for Design Services with RL Turner in the amount of \$54,000.00.

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

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

**Communications Plan:**

**Funds Available:** Account Name: Robert Coleman Spray Ground Project

Account Number: PA0134

**Staff Recommendation:** Approve

**Attachments:**

1. MO - contract with RL Turner – Robert Coleman Spray Ground design
2. Written Determination
3. DESIGN CONTRACT WITH CITY AND RLTC - RLTC signed 08-27-2025



# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Business License Fee Schedule - Inflationary Adjustment - **A. KYLE**

Category: Ordinance

Staff Work By: Audra Kyle,  
Stephanie Millay  
Presentation By: Audra Kyle

**Background Information:** Ordinance 1986-11-2943 established the current gross receipts threshold of \$3.5 million, subject to an excess rate of 0.0005. This threshold has not been adjusted for inflation since its adoption. The proposed legislation increases the threshold to reflect current-dollar values, with adjustments phased in over a five-year implementation period.

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

If yes, please list the Commission Priority: Revenue Equity

Communications Plan:

Funds Available: Account Name:  
Account Number:

**Staff Recommendation:**

Staff recommends increasing the gross receipts threshold to \$11.65 million over a five-year period and including language to increase the threshold with an annual CPI adjustment beginning in Year 6. In addition, an increase from \$35.00 to \$50.00 in the minimum annual license fee is recommended to maintain fairness, account for inflation, and ensure a sustainable revenue base.

**Attachments:**

1. 106-101 Business License Fee Schedule

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: September 2, 2025

Short Title: Setting Tax Levies: Ad Valorem Properties -- FY2026 - **A. KYLE**

Category: Ordinance

Staff Work By: Audra Kyle,  
Stephanie Millay  
Presentation By: Audra Kyle

**Background Information:** Real estate and personal property tax levies for the City's General Fund and Paducah Junior College (PJC) are proposed to be set as per the attached ordinance.

The City's General Fund real estate tax levy is proposed to be \$.271 per \$100 assessed value (AV).

The City's General Fund personal tax levy is proposed to be \$.356 per \$100 AV.

Staff proposes the City's tax levy be set at 27.1 cents per \$100 AV. The FY2026 compensating rate is 26.1 cents per \$100 AV and Kentucky Revised Statutes (KRS) permits a city to adjust the compensating rate upward by not more than 4%, in this case to 27.1 cents.

The property tax levy ordinance will be introduced on September 2, 2025 with the second and final reading on September 15, 2025. Since the City's proposed tax levy is more than the 'compensating rate' of 26.1 cents per \$100 AV, a public hearing is required; a public hearing is scheduled for September 2, 2025.

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:** Recommend that the Mayor and Commission adopt the proposed 2025-2026 (FY2026) real estate and personal ad valorem tax levies as proposed.

**Attachments:**

1. Motion - Tax Rates FY2026
2. ORD Tax Rate FY2026