



**CITY COMMISSION MEETING  
AGENDA FOR JULY 26, 2022  
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**

**ADDITIONS/DELETIONS**

**NEW EMPLOYEE INTRODUCTION** Greg Shelton, Parks Maintenance Supervisor - A CLARK

**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 July 12, 2022                                                                                                                                                                         |
|  | B.        | Receive & File Documents                                                                                                                                                                                  |
|  | C.        | Personnel Actions                                                                                                                                                                                         |
|  | D.        | Accept the bid of Data Records Management Service (DRMS) to scan and index felony investigation files for \$42,772 and ratify the Mayor's signature for the contract dated June 23, 2021 - <b>B LAIRD</b> |
|  | E.        | Authorize the Application and Acceptance for the 2022-23 Edward Byrne Justice Assistance Grant Program for \$12,284 - <b>B LAIRD</b>                                                                      |
|  | F.        | Memorandum of Agreement for Annexation Incentives for 1630 North Friendship Road - <b>J SOMMER</b>                                                                                                        |
|  | G.        | Fleet Maintenance Service Agreement between the City of Paducah Fleet Division and the West Marshall Fire Department - <b>C YARBER</b>                                                                    |
|  | H.        | Purchase of Six (6) Police Pursuit Rated SUV's for the Police Department in an amount of \$282,090- <b>C YARBER</b>                                                                                       |

|  |             |                                       |                                                                                                                                                                                                                      |
|--|-------------|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |             | I.                                    | Authorize Contract for Services with Paxton Park Golf Board in the amount of \$85,000 - <b>A CLARK</b>                                                                                                               |
|  |             | J.                                    | Authorize Contract for Services with DWA Recreation in an amount of \$38,605.00 for construction and installation of Crumb Rubber surfacing at Langstaff Park - <b>A CLARK</b>                                       |
|  |             | K.                                    | Authorize the Application for a 2022 Community Development Block Grant on Behalf of Center Point Recovery Center in the Amount of \$200,000 - <b>H REASONS</b>                                                       |
|  |             | L.                                    | Approve the 2022-23 Grant In Aid Contract between the City of Paducah and Paducah Alliance of Neighbors in the amount of \$30,000 - <b>H REASONS</b>                                                                 |
|  |             | M.                                    | Revision to the 2022 Annual Plan and Administrative Plan for Section 8 Program - <b>T HOLLIMON</b>                                                                                                                   |
|  |             | N.                                    | Adoption of McCracken County Area Solid Waste Management Plan For 2023-2027 - <b>C YARBER</b>                                                                                                                        |
|  |             | O.                                    | Authorize Contract Negotiations and Agreement for Consulting Services Related to Preservation Assessment in an amount Not-To-Exceed \$52,000 - <b>D JORDAN</b>                                                       |
|  | <b>II.</b>  | <b><u>MUNICIPAL ORDER(S)</u></b>      |                                                                                                                                                                                                                      |
|  |             | A.                                    | Amend the 22-23 Position and Pay Schedule - <b>S WILCOX</b>                                                                                                                                                          |
|  |             | B.                                    | Amend the 22-23 Job Grade Schedule - <b>S WILCOX</b>                                                                                                                                                                 |
|  |             | C.                                    | Authorize the Fire Department to issue a Request for Qualifications for a Fire Department Feasibility Study - <b>S KYLE</b>                                                                                          |
|  |             | D.                                    | Authorize Contract for Services with Bacon, Farmer, Workman for design and construction administrative services for the development of pickleball courts in Noble Park in an amount of \$33,500.00 - <b>D JORDAN</b> |
|  |             | E.                                    | Authorize the Application for a 2022 Community Development Block Grant on behalf of The Senior Center of Paducah-McCracken County in the Amount of \$1.5 Million - <b>H REASONS/D JORDAN</b>                         |
|  | <b>III.</b> | <b><u>ORDINANCE(S) - ADOPTION</u></b> |                                                                                                                                                                                                                      |
|  |             | A.                                    | Consensual Annexation of 3520 Olivet Church Road - <b>J SOMMER</b>                                                                                                                                                   |

|  |             |                                           |                                                                                                 |
|--|-------------|-------------------------------------------|-------------------------------------------------------------------------------------------------|
|  | <b>IV.</b>  | <b><u>ORDINANCE(S) - INTRODUCTION</u></b> |                                                                                                 |
|  |             | A.                                        | Repeal and Replace Chapter 108 "Telecommunications" of the Code of Ordinances - <b>D JORDAN</b> |
|  | <b>V.</b>   | <b><u>DISCUSSION</u></b>                  |                                                                                                 |
|  |             | A.                                        | 311 Portal & App Update - <b>L PARISH</b>                                                       |
|  |             | B.                                        | Code of Ordinances Revision Update - <b>L PARISH</b>                                            |
|  | <b>VI.</b>  | <b><u>COMMENTS</u></b>                    |                                                                                                 |
|  |             | A.                                        | Comments from the City Manager                                                                  |
|  |             | B.                                        | Comments from the Board of Commissioners                                                        |
|  |             | C.                                        | Comments from the Audience                                                                      |
|  | <b>VII.</b> | <b><u>EXECUTIVE SESSION</u></b>           |                                                                                                 |

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Accept the bid of Data Records Management Service (DRMS) to scan and index felony investigation files for \$42,772 and ratify the Mayor's signature for the contract dated June 23, 2021 - **B LAIRD**

**Category:** Municipal Order

Staff Work By: Amy Travis, Hope Reasons

Presentation By: Brian Laird

**Background Information:** Municipal Order 2437 authorizing the application and acceptance of a KDLA Local Records Grant for the Police Department in the amount of \$42,772 was approved on March 9, 2021. The application was submitted and the Police Department received notification of the award on June 11, 2021. Per grant application requirements, the invitation to bid on the scanning project was completed prior to the submission of the application. Four bids were received and DRMS was chosen based upon price and meeting the requirements of the request for proposal. The DRMS bid was signed by the Mayor on June 23, 2021.

**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:** Accept the bid from DRMS to scan the felony records and ratify the signature on the bid dated June 23, 2021.

**Attachments:**

1. MO -agree – DRMS Police Felony Records 2021-2022
2. MO 2437
3. Signed DRMS Bid

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize the Application and Acceptance for the 2022-23 Edward Byrne Justice Assistance Grant Program for \$12,284 - **B LAIRD**

**Category:** Municipal Order

Staff Work By: Joseph Hayes , Hope Reasons

Presentation By: Brian Laird

**Background Information:** The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to states and units of local government. BJA will award JAG Program funds to eligible units of local government as described in this FY 2022 JAG Program Local Solicitation. JAG awards are based on a statutory formula and do not require a local match.

The Police Department is requesting \$12,284 from the JAG program to purchase armor that meets the National Institute of Justice (NIJ) level III+ special threat rating. This armor is capable of stopping most commonly used rifle rounds. This armor used in conjunction with their currently issued level II armor will greatly increase the safety of our patrol officers and detectives.

**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 Mayor to sign all documents related to submitting the application and accepting the grant if awarded.

**Attachments:**

1. MO - app and award– 2022-2023 Justice Assistance Edward Byrne JAG

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Memorandum of Agreement for Annexation Incentives for 1630 North Friendship Road - J  
**SOMMER**

Category: Municipal Order

Staff Work By: Josh Sommer, Nicholas Hutchison

Presentation By: Josh Sommer

Background Information: The Board of Commissioners approved Mr. William Evans' consensual annexation of 1630 North Friendship Road into the City of Paducah on July 12, 2022. Mr. Evans wishes to utilize the annexation sanitation incentive and City of Paducah property tax incentive for this parcel.

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

If yes, please list the Commission Priority: Community Growth

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval

Attachments:

1. MO - agree - Incentive – William Evans 1630 North Friendship Rd Annexation
2. Signed MOA

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Fleet Maintenance Service Agreement between the City of Paducah Fleet Division and the West Marshall Fire Department - **C YARBER**

**Category:** Municipal Order

Staff Work By: Jim Scutt, Debbie Collins

Presentation By: Chris Yarber

**Background Information:** On June 28, 2022, a Fleet Maintenance Service Agreement was entered into for the City of Paducah Fleet Division to provide all professional labor, materials, equipment, and operations necessary for scheduled maintenance, upkeep, repair and preventive maintenance, pursuant to the fee schedule for the West Marshall Fire Department.

**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 a Municipal Order for the Fleet Maintenance Service Agreement for the City of Paducah Fleet Division to provide all professional labor, materials, equipment, and operations necessary for scheduled maintenance, upkeep, repair and preventive maintenance, pursuant to the fee schedule for the West Marshall Fire Department.

**Attachments:**

1. MO - agree-fleet maintenance services – West Marshall Fire Department
2. West Marshall Fire Dept - Service Agreement
3. Service Agreement labor rates

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Purchase of Six (6) Police Pursuit Rated SUV's for the Police Department in an amount of \$282,090- **C YARBER**

**Category:** Municipal Order

Staff Work By: Jim Scutt, Debbie Collins

Presentation By: Chris Yarber

**Background Information:** On July 7, 2022, sealed written bids were opened for the purchase of Six (6) Police Pursuit Rated SUV's to be used by the Police Department. The lowest evaluated bid was received from Linwood Motors containing four (4) Patrol SUV's at \$48,935.00 each, and two (2) Detective SUV's at \$43,175.00 for a total price of \$282,090.00. 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 UV's prior to June 30, 2023 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:

**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 a contract with Linwood Motors for the purchase of six (6) Police Pursuit Rates SUV's for use by the Police Department in the total amount of \$282,090.00 with the option of additional purchase if needed.

**Attachments:**

1. MO - police SUV's 7-2022
2. Bid Tab Six (6) Police Pursuit Rated SUV's
3. Linwood Bid - 6 Police Pursuit Rated SUV's
4. 00020 - Invitation to Bid
5. Proposed Agreement - Six (6) Police Pursuit Suv's
6. Spec Pick Up List

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize Contract for Services with Paxton Park Golf Board in the amount of \$85,000 - **A CLARK**

**Category:** Municipal Order

Staff Work By: Amie Clark, Daron Jordan

Presentation By: Amie Clark

**Background Information:** Authorize Contract for Services with Paxton Park Golf Board for services provided in the amount of \$85,000.00

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

If yes, please list the Commission Priority:

**Communications Plan:**

**Funds Available:** Account Name: Investment Fund

Account Number: 24000401-580110

**Staff Recommendation:** Approval

**Attachments:**

1. MO - contract-Paxton Park FY2023
2. Paxton Park Contractual Agreement - Updated

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize Contract for Services with DWA Recreation in an amount of \$38,605.00 for construction and installation of Crumb Rubber surfacing at Langstaff Park - **A CLARK**

**Category:** Municipal Order

Staff Work By: Amie Clark, Hope Reasons

Presentation By: Amie Clark

**Background Information:** On June 14, 2022, the Commission authorized the acceptance of a Crumb Rubber grant in the amount of \$22,000. The grant award is for poured-in-place rubber surfacing for the playground at Langstaff Park. An RFP was published on June 17, 2022 with only one bid submitted by DWA Recreation. The contract amount is \$38,605.00 with \$22,000.00 covered by the grant for the PIP rubber material and freight costs. The remaining \$16,605.00 will be allocated from Parks Department Account 10002402-533050 and added to the PA0126 Project KY Waste Tire Grant to fund the remainder of the project.

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

If yes, please list the Commission Priority:

**Communications Plan:**

**Funds Available:** Account Name: 2022 KY Waste Tire Grant

Account Number: PA0126-000-70000-70008

**Staff Recommendation:** Authorize the Mayor to sign the contract with DWA Recreation.

**Attachments:**

1. MO - contract- DWA Recreation - Langstaff Park Crumb Ruber
2. Proposal/Contract Langstaff Park Crumb Rubber

# Agenda Action Form

## Paducah City Commission

Meeting Date: July 26, 2022

Short Title: Authorize the Application for a 2022 Community Development Block Grant on Behalf of Center Point Recovery Center in the Amount of \$200,000 - **H REASONS**

Category: Municipal Order

Staff Work By: Hope Reasons

Presentation By: Hope Reasons

**Background Information:** The Department for Local Government (DLG) receives funding from the U.S. Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program. Funds are designated for various program areas including Community Projects, Community Emergency Relief Fund, Economic Development, Housing and Public Facilities. The CDBG program provides assistance to communities for use in revitalizing neighborhoods, expanding affordable housing and economic opportunities, providing infrastructure and/or improving community facilities and services. With the participation of their citizens, communities can devote these funds to a wide range of activities that best serve their own particular development priorities. All project activities must meet at least one of three national objectives:

- Benefit to low and moderate income persons;
- Prevention or elimination of slums or blight; and,
- Meeting particularly urgent community development needs.

On behalf of Four Rivers Behavioral Health, the City proposes the submittal of a CDBG application for the Center Point Recovery Center for personnel expenses. The application will be in the amount of \$200,000 through the Public Services program. These funds will be matched by the Four Rivers Behavioral Health with other federal and state funds. Local matching funds will not be required from the City of Paducah. A fee of \$2,500 will be paid to the city for maintaining and providing administration of the 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:** Authorize the Mayor to sign all documents related to the application of the CDBG application.

**Attachments:**

1. MO - app - cdbg-four rivers recovery center project 2022

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Approve the 2022-23 Grant In Aid Contract between the City of Paducah and Paducah Alliance of Neighbors in the amount of \$30,000 - **H REASONS**

Category: Municipal Order

Staff Work By: Hope Reasons

Presentation By: Hope Reasons

Background Information: The Paducah Alliance of Neighbors (formerly the Midtown Alliance of Neighbors) submitted an application for the 2022-23 Grant In Aid Program and was awarded \$30,000 by the Grant In Aid Review Committee. This funding will be used by PAN to:

- Complete and transfer to pre-approved buyers three affordable homes being constructed on sites in the Fountain Avenue Neighborhood.
- Pre-qualify and sign a purchase agreement with a low-income buyer for one home to be constructed/fully-rehabbed in the Southside neighborhood.
- Begin construction/rehab on the above-mentioned home with 2022 Kentucky Housing Corporation (KHC) funding.
- Apply for and receive 2023 funding from KHC for up to 8 additional homes to be constructed/fully-rehabbed in Southside neighborhoods and have buyers identified for half of the homes.
- By December 31, 2022, complete home repairs on six homes with FHLB Carol M. Peterson funds.
- Complete home repairs on five homes with KHC Home Repair 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: Midtown Alliance

Account Number: 24000401-580680

Staff Recommendation: Authorize the Mayor to sign the contract between the City of Paducah and Paducah Alliance of Neighbors in the amount of \$30,000.

Attachments:

1. MO - contract-Paducah Alliance of Neighbors 2022-2023
2. Paducah Alliance of Neighbors FY2023 - Signed 2

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Revision to the 2022 Annual Plan and Administrative Plan for Section 8 Program - **T HOLLIMON**

Category: Municipal Order

Staff Work By: Tommy Hollimon

Presentation By: Tommy Hollimon

**Background Information:** (1) Revision of the language on Page 48, Section 7, paragraph B allowed by 24 CFR 983.51 (b) which will allow an additional option under the Project-Based Voucher, Project Selection. The additional option will provide the Section 8 Program a more expeditious and flexible route in selecting new housing developments when Project Based Vouchers are requested.

The current language is:

### **B. Project Selection**

The Paducah Section 8 Housing office will make housing choice voucher funding available to non-profit and for-profit entities through a competitive process. A Request for Proposal (RFP) will be published as required, inviting proposals of projects that seek the commitment of project-based vouchers that meet the goals of the PHA selection criteria. Specific project selection will be performed by a PHA designated evaluation panel utilizing a weighted selection scored according to the applicable factors listed in the selection criteria.

The revised/added language is:

### **B. Project Selection**

- The Paducah Section 8 Housing office may solicit proposals by using a Request for Proposals (RFP) to select proposals on a competitive basis in response to the PHA request. The RFP will be published as required, inviting proposals of projects that seek the commitment of project-based vouchers that meet the goals of the PHA selection criteria. Specific project selection will be performed by a PHA designated evaluation panel utilizing a weighted selection scored according to the applicable factors listed in the selection criteria.
- The Paducah Section 8 Housing office may select proposals that were previously selected based on a competition. This may include selection of a proposal for housing assisted under a federal, state, or local government housing assistance program that was subject to a competition in accordance with the requirements of the applicable program, community development program, or supportive services program that requires competitive selection of proposals (e.g., HOME, and units for which competitively awarded LIHTCs have been provided), where the proposal has been selected in accordance with such program's competitive selection requirements within three years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance. The PHA need not conduct another competition.

(2) Revision of the language on Page 49, paragraph F to limit gross rents to locally adopted payment standards (110%). This will allow applicants/families to be able to afford units that have an increase in rents.

The current language on Page 49, paragraph F is:

PBV unit gross rents may not exceed the applicable Fair Market Rent.

The revised language reads:

PBV unit gross rents may not exceed the locally adopted payments standards.

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

Communications Plan: N/A

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval.

Attachments:

1. MO - sec8-annual plan & utility allowance 2022 Revision 7-22
2. Administrative Plan Effective 5-1-22 - Pg 48-49

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Adoption of McCracken County Area Solid Waste Management Plan For 2023-2027 - **C YARBER**

**Category:** Municipal Order

Staff Work By: Latrisha Pryor

Presentation By: Chris Yarber

**Background Information:** KRS 224.43-340 requires submission of solid waste management report and plan. The current plan will soon expire and an update has been prepared.

McCracken County has prepared the 2023-2027 update to the Plan with input from the City of Paducah. The Plan covers several areas of solid waste management, including trash collection, recycling, dump clean-up, and litter. The plan as a whole remains predominantly unchanged for the new five-year period. The County conducted a Public Comment process in conjunction with plan preparation. The Plan does not require compliance with specific mandates for reduction in landfilling or for diversion of materials through recycling.

**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:** Adopt the McCracken County Area Solid Waste Management Plan for 2023-2027.

**Attachments:**

1. MO - plan-solid waste county update 2023-2027
2. Draft Solid Waste Management Plan - Part 1
3. Draft Solid Waste Management Plan - Part 2

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize Contract Negotiations and Agreement for Consulting Services Related to Preservation Assessment in an amount Not-To-Exceed \$52,000 - **D JORDAN**

**Category:** Municipal Order

Staff Work By: Daron Jordan, Michelle Smolen

Presentation By: Daron Jordan

**Background Information:** On June 28, 2022, the City Commission authorized Municipal Order No. 2595 authorizing the City Manager to initiate a Request for Proposals for consulting services for preservation assessment and stewardship of certain historic assets and neighborhoods. The RFP was issued on July 1, 2022 and Proposals were opened on July 14, 2022. Two proposals were received in response to the RFP from Rhodes Heritage Group and Cultural Heritage Works. Pursuant to Code of Ordinances Sec. 2-655, competitive negotiation is needed to carry out this procurement. This Municipal Order authorizes the City Manager to enter into competitive contract negotiations on behalf of the City and authorizes the Mayor to execute an agreement for the assessment based on the recommendation of the City Manager and the outcomes of the negotiations in an amount not to exceed \$52,000.

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

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

**Communications Plan:**

**Funds Available:** Account Name: Cultural Assets Project

Account Number: MR0088

**Staff Recommendation:** Approval.

**Attachments:**

1. MO - Historic Assets & Neighborhood Preservation – Contract Negotiations & Agreement
2. Cultural Heritage Works Proposal
3. Rhodes Heritage Group Proposal

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Amend the 22-23 Position and Pay Schedule - **S WILCOX**

Category: Municipal Order

Staff Work By: Stefanie Wilcox  
Presentation By: Stefanie Wilcox

**Background Information:** The Position and Pay Schedule has been updated to reflect the position title changes and reclassifications from the amended Job Grade Schedule. The amended Position and Pay Schedule updates pay changes since the last approved schedule and it includes pay increases addressing compensation compression issues within the Senior Administrative Assistant position across multiple City Departments. It also includes the Planning and Technology Department's reorganization. The recommended changes are to assist the City with recruitment efforts to attract and retain talent.

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 amended Position and Pay Schedule with recommended changes.

**Attachments:**

1. MO - Position and Pay Schedule FY2022-2023 7-26-22
2. Position and Pay Schedule -Jul 26

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Amend the 22-23 Job Grade Schedule - **S WILCOX**

Category: Municipal Order

Staff Work By: Stefanie Wilcox  
Presentation By: Stefanie Wilcox

**Background Information:** The Job Grade Schedule is being amended to change three Planner position titles to levels I, II, and III; in the Planning Department, to better align with industry standards for improved recruitment. We are reclassifying the 'GIS Manager' position in the Technology Department to be a 'GIS and Application Support Manager,' to align with the process management of the GIS system and consortium participants. The 'Network Administrator' position is changing to 'Systems Administrator,' and we are reclassifying one of those positions to a 'Systems Technician.' All other positions remain the same.

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 adopt the amended Job Grade Schedule with recommended changes.

**Attachments:**

1. MO pay grade schedule FY2022-2023 7-26-22
2. Pay Grade Schedule 7 26 2022

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize the Fire Department to issue a Request for Qualifications for a Fire Department Feasibility Study - **S KYLE**

**Category:** Municipal Order

Staff Work By: Steve Kyle

Presentation By: Steve Kyle

**Background Information:** The purpose of the study is to review current fire station locations, facilities, and deployment of equipment, and to provide long-term recommendations for fire station facilities and infrastructure, taking into consideration future planned city growth.

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

If yes, please list the Commission Priority: CI - City Facilities.

**Communications Plan:**

**Funds Available:** Account Name:  
Account Number:

**Staff Recommendation:** Authorize the fire department to request proposals to conduct the feasibility study.

**Attachments:**

1. MO - RFQ - Fire Station Feasibility & Facilities Study

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize Contract for Services with Bacon, Farmer, Workman for design and construction administrative services for the development of pickleball courts in Noble Park in an amount of \$33,500.00 - **D JORDAN**

**Category:** Municipal Order

Staff Work By: Amie Clark

Presentation By: Daron Jordan

**Background Information:** On May 3, 2022, the City of Paducah put out an RFP for Pickleball Courts Design and Construction Administration for Noble Park. On June 3, 2022, proposals were opened. The City received 1 proposal and selected Bacon Farmer Workman for recommendation of the design and construction administration services for the project. This Municipal Order authorizes the Mayor to execute an agreement with BFW for services related to the design and construction administration of pickleball courts at Noble Park in an amount of \$33,500. This agreement includes both alternate 1 and alternate 2 related to design for lighting for the new pickleball complex and the existing tennis complex.

**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: Parks Project Account

Account Number: PA0125

**Staff Recommendation:** Approval

**Attachments:**

1. MO - contract-BFW Pickleball Courts Design 2022
2. PickleballCourts\_BFWProposal\_071422\_Final(r) (002)

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

**Short Title:** Authorize the Application for a 2022 Community Development Block Grant on behalf of The Senior Center of Paducah-McCracken County in the Amount of \$1.5 Million - **H REASONS/D JORDAN**

**Category:** Municipal Order

**Staff Work By:** Hope Reasons, Daron Jordan

**Presentation By:** Hope Reasons, Daron Jordan

**Background Information:** The CDBG Community Projects program is designed to provide funds for community development projects that address human service needs, such as senior centers, crisis centers, fire stations and facilities that provide services to low-income persons. The Senior Citizen Center of Paducah-McCracken County has identified 1.3 acres of land at 16th and Kentucky Avenue to build a new facility. Phase 1 of their plan includes the purchase of the land and constructing a new, 7,000 square foot building. The City of Paducah will be the applicant on behalf of the Center. The funding will be used toward construction of the building. The Center has committed \$150,000 for the acquisition of the land and architectural fees. There is no match required from the City.

**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 Mayor to sign all documents related to the submission of the CDBG on behalf of the Senior Center.

**Attachments:**

1. MO - app - cdbg- senior center - 2022

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Consensual Annexation of 3520 Olivet Church Road - **J SOMMER**

Category: Ordinance

Staff Work By: Nicholas Hutchison, Josh Sommer

Presentation By: Josh Sommer

**Background Information:** The property owner, Ms. Jacqueline Bell, has requested annexation into the City of Paducah. The total area proposed to be annexed is 1.176 acres. Upon annexation, the property will be referred to the Paducah Planning Commission to assign an initial zoning classification, said classification is proposed to be B-3 General Business Zone at this time.

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

If yes, please list the Commission Priority: Community Growth

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval

Attachments:

1. ORD - Annex – Consensual 3520 Olivet Church Road
2. Signed annexation letter
3. 3520 Olivet Church Road - Annex Plat
4. 3520 Olivet Church Road - Legal Desc

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 26, 2022

Short Title: Repeal and Replace Chapter 108 "Telecommunications" of the Code of Ordinances - **D JORDAN**

Category: Ordinance

Staff Work By: Daron Jordan, Lindsay Parish, Michelle Smolen, Rick Murphy, Jonathan Perkins

Presentation By: Daron Jordan

**Background Information:** This ordinance repeals and replaces Chapter 108 "Telecommunications" of the Code of Ordinances in its entirety. Chapter 108 was originally adopted in 1998 for the purpose of establishing a policy related to telecommunications providers and services in the City of Paducah and to establish local guidelines and regulations for telecommunications providers. Since that time, there have been changes in law and advances in telecommunication services which require updates to said telecommunications ordinance.

The City of Paducah has been approached by several telecommunication companies which are interested in providing telecommunication services in Paducah and utilizing the rights-of-way in Paducah to provide said service. The City is required to publicly bid all franchises for the use of its rights-of-way. This ordinance will govern the process and requirements for bidding and entering into a franchise with interested telecommunication companies. This will be a non-exclusive franchise which allows those who are granted a franchise to construct and maintain telecommunications systems in the City rights-of-way.

A draft ordinance was sent to telecommunications stakeholders for review and stakeholder feedback was incorporated into this ordinance. This ordinance also incorporates how other comparable communities have addressed telecommunications.

On May 24, 2022, the Commission introduced the proposed ordinance. The Commission heard from the public and took said public comments into consideration. The attached ordinance reflects the changes which were made to the ordinance as a result of the public input including:

- Minimum Annual Franchise Fee: changed from \$15,000 to \$6,000 in the first year of the Grantee's franchise.
- Performance Bond: allows for the grantee to have 365 days to establish the telecommunications system and begin service instead of the originally proposed 180 days.

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. JULY 13 2022 TELECOMMUNICATIONS ORDINANCE