



**CITY COMMISSION MEETING  
 AGENDA FOR FEBRUARY 27, 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**

**INTRODUCTION** Brett Woodall, Commonwealth Creative Entertainment - Mary Hammond

**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.*

	<b>I.</b>	<b><u>CONSENT AGENDA</u></b>
	A.	Approve Minutes for February 6th, 10th, & 13th, 2024, Board of Commissioners meetings
	B.	Receive & File Documents
	C.	Reappointment of Jennifer Colwell and Charles Leon Owens to the Civil Service Commission
	D.	Personnel Actions
	E.	Approval of Contract Modification for increase of Scope in Contract with Valley Contracting Services, LLC for the Probation & Parole Office Building construction change of \$1,347.94 - <b>C. YARBER</b>
	F.	Authorize a Contract with Mott Electric for the Fire Station 5 Generator project in the amount of \$77,400 - <b>C.YARBER</b>
	G.	Permission to File Suit - <b>D. JORDAN</b>
	<b>II.</b>	<b><u>MUNICIPAL ORDER(S)</u></b>
	A.	Approve an Interlocal Agreement For Automatic-Mutual Aid - <b>G. CHERRY</b>

		B.	Approve the Application for a Paul Bruhn Historic Revitalization Grant in the amount of \$750,000 - <b>N.HUTCHISON</b>
		C.	Adopt the 2024 Commission Priorities - <b>M. SMOLEN</b>
	<b>III.</b>	<b><u>ORDINANCE(S) - ADOPTION</u></b>	
		A.	Adopt an Ordinance Creating a Natural Gas Franchise - <b>M. SMOLEN</b>
		B.	Amend Paducah Code of Ordinances Chapter 108 Related to Telecommunications - <b>M. SMOLEN</b>
	<b>IV.</b>	<b><u>ORDINANCE(S) - INTRODUCTION</u></b>	
		A.	Approve an Agreement with Complete Demolition in the amount of \$221,000 for Demolition Services for the property located at 1501 Broadway (Katterjohn Building) and authorize a Budget Amendment for the expenditure - <b>G. CHERRY</b>
	<b>V.</b>	<b><u>COMMENTS</u></b>	
		A.	Comments from the City Manager
		B.	Comments from the Board of Commissioners
	<b>VI.</b>	<b><u>EXECUTIVE SESSION</u></b>	

# Agenda Action Form Paducah City Commission

Meeting Date: February 27, 2024

**Short Title:** Approval of Contract Modification for increase of Scope in Contract with Valley Contracting Services, LLC for the Probation & Parole Office Building construction change of \$1,347.94 - **C. YARBER**

**Category:** Municipal Order

**Staff Work By:** Chris Ferrell,  
Marcey Simmons  
**Presentation By:** Chris Yarber

**Background Information:** On June 2, 2023, sealed bids were opened for the Probation & Parole Office Building Construction. One bid was received from Valley Contracting Services LLC, with a responsive evaluated bid in accordance with the specifications, at a price of \$111,400.00.

On July 25, 2023, the Board of Commissioners approved Municipal Order 2763 for a contract in the amount of \$111,400.00 with Valley Contracting Services LLC. During the construction contract, it was discovered that additional labor was necessary to complete the scope of work. This makes the total contract amount \$112,747.94.

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

If yes, please list the Commission Priority:

**Communications Plan:**

**Funds Available:** Account Name: Probation & Parole Building Reno

Account Number: PF0085

**Staff Recommendation:** Authorize the Mayor to sign Contract Modification for the construction contract with Valley Contracting Services, LLC for the increase in the scope of the Probation & Parole renovation for \$1,347.94.

**Attachments:**

1. MO - change order 1 - Valley Contracting Services – Probation & Parole
2. Probation & Parole change order \$1,347.94

# Agenda Action Form Paducah City Commission

Meeting Date: February 27, 2024

**Short Title:** Authorize a Contract with Mott Electric for the Fire Station 5 Generator project in the amount of \$77,400 - **C.YARBER**

**Category:** Municipal Order

**Staff Work By:** Chris Ferrell, Marcey  
Simmons

**Presentation By:** Chris Yarber

**Background Information:** On Thursday, February, 15, 2024, sealed bids were opened for the Fire Station 5 Generator project. Three bids were received, with Mott Electric submitting the lowest responsive evaluated bid in accordance with the specifications, at a price of \$77,400.00.

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

If yes, please list the Commission Priority:

**Communications Plan:**

**Funds Available:** Account Name: Fire Station #5 Generat/Elect

Account Number: PF0087

**Staff Recommendation:** For a Municipal Order allowing the Mayor to authorize a Contract with Mott Electric for the Fire Station 5 Generator project in accordance with the specifications, at the price of \$77,400.00.

**Attachments:**

1. MO Mott Electric – Fire Station 5 Generator Project
2. Bid Recommendation Letter \_Bid Tab Roster
3. Mott Electric Proposal
4. Beltline Electric Proposal
5. Jay's Electric Proposal

# Agenda Action Form Paducah City Commission

Meeting Date: February 27, 2024

Short Title: Permission to File Suit - **D. JORDAN**

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

**Background Information:** The City Manager requests permission for Stacey Blankenship, with Keuler, Kelly, Hutchins, Blankenship, and Sigler, LLP, to institute litigation against all potential liable parties who were involved in the vehicle accident that caused damage to the Robert Cherry Civic Center which occurred on September 27, 2022.

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: Grant permission to file suit.

Attachments:

1. MO lawsuit – Robert Cherry Civic Center

# Agenda Action Form Paducah City Commission

Meeting Date: February 27, 2024

Short Title: Approve an Interlocal Agreement For Automatic-Mutual Aid - **G. CHERRY**

Category: Municipal Order

Staff Work  
By: Steve Kyle  
Presentation  
By: Steve Kyle

**Background Information:** The City of Paducah and City of Metropolis had previously entered into an automatic aid agreement for water rescue services. It was acknowledged later after that agreement was initiated that there is also a need to have the ability to call for mutual aid from one another for land-based incidents. These requests would come when circumstances might warrant it, like interstate response, disaster response, and other types of calls that are out of the ordinary. This agreement gives us the ability to have the proper paperwork in place in the event mutual aid is needed.

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 agreement.

Attachments:

1. MO interlocal agreement – Fire and Rescue Services- Metropolis, Illinois 2024
2. INTERLOCAL AGREEMENT METROPOLIS AND PADUCAH FIRE DEPARTMENT

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: February 27, 2024

**Short Title:** Approve the Application for a Paul Bruhn Historic Revitalization Grant in the amount of \$750,000 - **N.HUTCHISON**

**Category:** Municipal Order

**Staff Work By:** Nicholas Hutchison, Palmer  
Stroup, Hope Reasons  
**Presentation By:** Nicholas Hutchison

**Background Information:** The Paul Bruhn Historic Revitalization Grant Program fosters economic development in rural communities through the rehabilitation of historic properties. The intent of the program is to provide funds to the recipient (referred to as the prime grantee) that is regranted to projects that have been selected through a locally administered competitive process. Prime grantees determine the focus and criteria for their subgrant program and develop their own application process and criteria for choosing which buildings will receive subgrants. All properties awarded subgrants through this program must be listed in the National Register of Historic places by the end of the grant period. Properties may be listed individually or identified as contributing to a listed historic district.

The Planning Department is requesting \$750,000 to award subgrants for the rehabilitation of historic properties in the Central Business District, Market House District, and Southside Community. Funds will also be used to provide environmental technical support to those organizations receiving subgrants. Matching funds are not required for this grant program.

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

If yes, please list the Commission Priority: Southside Enhancements; Protecting Key Historical and Cultural Resources (Continuous Improvement)

**Communications Plan:**

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

**Staff Recommendation:** Approve the application for Paul Bruhn Historic Revitalization Grant and authorize the Mayor to sign all documentation related to same.

**Attachments:**

1. MO - app – Paul Bruhn Historic Revitalization Grant 2024

# Agenda Action Form

## Paducah City Commission

Meeting Date: February 27, 2024

Short Title: Adopt the 2024 Commission Priorities - **M. SMOLEN**

Category: Municipal Order

Staff Work  
By: Michelle  
Smolen  
Presentation  
By: Michelle  
Smolen

**Background Information:** The Commission Priorities and Continuous Improvements Items reflect the highest priorities of the Board of Commissioners for calendar year 2024. These were developed as a result of the Board of Commissioners and Leadership Team meeting on February 6th and the Commission Priorities Setting meeting on February 10th.

Commission Priorities:

- Beautification and Wayfinding
- Downtown
- Housing
- Minority Inclusion
- Operational Efficiencies
- Protecting Key Historical and Cultural Resources
- Quality of Life
- Southside
- Stormwater
- Trails and Bike Lanes

Continuous Improvement:

- Mental Health Awareness
- City Facilities
- Revenue Equity
- Paducah Sports Park
- 911

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

If yes, please list the Commission Priority: All Priorities.

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval.

Attachments:



# Agenda Action Form Paducah City Commission

Meeting Date: February 27, 2024

Short Title: Adopt an Ordinance Creating a Natural Gas Franchise - **M. SMOLEN**

Category: Ordinance

Staff Work By: Michelle Smolen, Daron  
Jordan, Lindsay Parish  
Presentation By: Michelle Smolen

**Background Information:** The Constitution of the Commonwealth of Kentucky, Sections 163 and 164, and Chapter 96 of the Kentucky Revised Statutes authorize cities to require public utilities, including providers of natural gas, to operate under franchise agreements and to grant them the right to use public right-of-way upon certain terms. Construction, operation, maintenance, and utilization of a natural gas franchise over, across, or under public right-of-way benefits the utility company and its customers but can also cause gradual degradation of the City's streets and sidewalks.

This item creates a new chapter in the City's Code of Ordinances to enact a Natural Gas Franchise. The ordinance requires approved natural gas franchisees to make quarterly payments to the City of two percent (2%) of the franchisee's revenues. The ordinance also requires any franchisee to repair any damage that they cause to the right of way and restore the right-of-way to substantially its condition prior to the work beginning.

Upon passage of this ordinance, the City will advertise for bids for natural gas franchisees and bring back any franchise agreements for Board of Commissioners 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. ORD Natural Gas Franchise Creation

# Agenda Action Form

## Paducah City Commission

Meeting Date: February 27, 2024

Short Title: Amend Paducah Code of Ordinances Chapter 108 Related to Telecommunications - **M. SMOLEN**

Category: Ordinance

Staff Work By: Daron Jordan, Michelle Smolen, Lindsay Parish  
Presentation By: Michelle Smolen

**Background Information:** The City of Paducah Telecommunications Ordinance governs local policy as it relates to telecommunications providers and services. The ordinance establishes clear local guidelines, promotes competition in telecommunications services, and conserves the limited physical capacity of City rights-of-ways where telecommunication services implement their infrastructure. The ordinance was mostly recently updated on August 9, 2022. Staff is recommending changes to the Applications, Insurance and Bond, Compensation and Additional Requirements sections.

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 the Telecommunications Ordinance Update

Attachments:

1. TELECOMMUNICATIONS ORDINANCE AMEND 2024

# Agenda Action Form

## Paducah City Commission

Meeting Date: February 27, 2024

**Short Title:** Approve an Agreement with Complete Demolition in the amount of \$221,000 for Demolition Services for the property located at 1501 Broadway (Katterjohn Building) and authorize a Budget Amendment for the expenditure - **G. CHERRY**

**Category:** Ordinance

Staff Work  
By: Greg  
Cherry  
Presentation  
By: Greg  
Cherry

**Background Information:** On February 12, 2024, the City issued bids for the demolition of the property located at 1501 Broadway (aka the Katterjohn Building). On February 20, 2024, the City opened bids. A total of 9 bids were received, with 5 of those bids being responsive. Of the 5 bids, the lowest bidder was Complete Demolition of Carrollton, GA, for a price of \$221,000. This action accepts the bid of Complete Demolition and authorizes the Mayor to execute an agreement in the amount of \$221,000 for the demolition of 1501 Broadway. Funding for this expenditure will come from Project Account No. MR0098. In order to cover this expenditure, funding must be transferred via a budget amendment from Investment Fund Fund Balance to the Project Account. This ordinance also authorizes that budget amendment in an amount of \$221,000.

**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: MR0098

**Staff Recommendation:** Approval.

**Attachments:**

1. ORD budget amend FY2024 and Contract Approval – Katterjohn – 1501 Broadway Complete Demolition Services
2. 22-246a Bid Tab
3. Complete Demolition Bid