



**SPECIAL CALLED CITY COMMISSION MEETING
 AGENDA FOR SEPTEMBER 17, 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

DELETIONS

PUBLIC COMMENTS

MAYOR'S REMARKS

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

	I.		<u>CONSENT AGENDA</u>
		A.	Approve Minutes for August 27, 2024, Board of Commissioners Meeting
		B.	Receive & File Documents
		C.	Personnel Actions
		D.	Purchase of One (1) Crew Cab Dump Truck for use by the Public Works Department Street Division
		E.	Purchase of One (1) 3/4Ton Pickup Truck for use by the Parks Department
		F.	Approve Funding Agreement with Paxton Park for a Greens mower in the Amount of \$50,000
	II.		<u>MUNICIPAL ORDER</u>
		A.	Authorize the Acceptance of a National Park Service Paul Bruhn Grant in the amount of \$750,000. -- H.REASONS
		B.	Authorize reimbursement to the Industrial Development Authority not to exceed \$958,404 for site preparation at the Triple Rail Site in West Paducah. D. JORDAN

		C.	Employment Agreement with Carol Gault to be the Director of Planning of the City. D. JORDAN
	III.	<u>ORDINANCE(S) - ADOPTION</u>	
		A.	City of Paducah Proposed Tax Rates - FY2025 - J. PERKINS
		B.	Paducah Independent School District Tax Rates to be collected by City of Paducah - J. PERKINS
	IV.	<u>ORDINANCE(S) - INTRODUCTION</u>	
		A.	Acceptance of Permanent Utility Easement from Owner of Property located at 723 Cruse Avenue - M. TOWNSEND
		B.	Amend Zoning Map - Rezoning of 200 Fountain Avenue - J SOMMER
	V.	<u>DISCUSSION</u>	
		A.	Commission Priorities Update - M. SMOLEN
	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: September 17, 2024

Short Title: Purchase of One (1) Crew Cab Dump Truck for use by the Public Works Department Street Division

Category: Municipal Order

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

Background Information: On August 29, 2024, sealed written bids were opened for the purchase of One (1) Crew Cab Dump Truck to be used by the Public Works Department Street Division. Three bids were received, with Linwood Motors submitting the highest evaluated bid in accordance with the specifications, at a price of \$96,149.00. With a delivery time of 180 days after contract execution.

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

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

Communications Plan:

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

Account Number: 71000210 540050

Staff Recommendation: To receive and file the bid and adopt a Municipal Order authorizing the Mayor to execute an agreement with Linwood Motors for the purchase of One (1) Crew Cab Dump Truck for use by the Public Works Department Street Division in accordance with the specifications in the amount of \$96,149.00.

Attachments:

1. MO - purchase one crew cab dump truck – Public Works Department, Street Division
2. 00020 - Invitation to Bid
3. Bid Tab -One Crew Cab Dump Truck
4. 00500 - Agreement_proposed
5. Spec Pick Up List
6. Linwood bid
7. Tim Short Dodge bid
8. Tim Short Ford bid

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Purchase of One (1) 3/4Ton Pickup Truck for use by the Parks Department

Category: Municipal Order

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

Background Information: On August 29, 2024, sealed written bids were opened for the purchase of One (1) 3/4Ton Pickup Truck for use by the Parks Department. Three bids were received, with Linwood Motors submitting the highest evaluated bid in accordance with the specifications, at a price of \$46,989.00. With a delivery time of 30 days after contract execution.

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

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

Communications Plan:

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

Account Number: 71000210 540050

Staff Recommendation: To receive and file the bid and adopt a Municipal Order authorizing the Mayor to execute an agreement with Linwood Motors for the purchase of One (1) 3/4Ton Pickup Truck for use by the Parks Department in accordance with the specification in the amount of \$46,989.00.

Attachments:

1. MO - purchase one ¾ ton pickup truck – Parks Department
2. 00020 - Invitation to Bid
3. Bid Tab 3-4 Ton Pickup
4. 00500 - Agreement _ proposed
5. Spec Pick Up List
6. Linwood Motors bid
7. Tim Short Dodge bid
8. Tim Short Ford bid

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Approve Funding Agreement with Paxton Park for a Greens mower in the Amount of \$50,000

Category: Municipal Order

Staff Work By: Michelle Smolen, Amie Clark

Presentation By: Michelle Smolen

Background Information: This funding agreement is with Paxton Park for a greens mower. The funding was approved with FY23 Administrative Contingency.

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: Paxton Park Maintenance Equipment

Account Number: MR0096

Staff Recommendation: Approve the Funding Agreement and Auhtorize Payment of \$50,000 for Greensmower

Attachments:

1. MO - agree – Paxton Park Golf Greens Mower 2024
2. Paxton Park - 2024 Purchase of Greens Mower
3. Invoice for Reimbursement on Greensmower

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Authorize the Acceptance of a National Park Service Paul Bruhn Grant in the amount of \$750,000. --**H.REASONS**

Category: Municipal Order

Staff Work By: Hope
Reasons, Carol Gault
Presentation By: Hope
Reasons

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 requested \$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. The application for this grant was approved with MO 2862 on 2/27/24.

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 acceptance of the Paul Bruhn Grant and the Mayor to sign all documentation related to same.

Attachments:

1. MO - accept -Paul Bruhn Historic Revitalization Grant

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Authorize reimbursement to the Industrial Development Authority not to exceed \$958,404 for site preparation at the Triple Rail Site in West Paducah. **D. JORDAN**

Category: Municipal Order

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

Background Information: *Authorize the Mayor to execute any and all documents necessary to appropriate funds, not to exceed \$958,404.00, to the Paducah-McCracken County Industrial Development Authority (IDA) for site preparation including clearing, grubbing, earthwork, and engineering inspections at the Triple Rail Site in West Paducah. The City's not to exceed amount represents 25% of the balance of the projected cost of the project, \$4,698,616, after the IDA's contribution of \$865,000. The McCracken County Fiscal Court is allocating the other 75% of the balance. Payment will be made in the form of reimbursement of expended amounts after an invoice is submitted to the City.*

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 Fund Balance

Account Number:

Staff Recommendation: Authorize the Mayor to execute any and all documents necessary to appropriate funds and authorize the Finance Director to make reimbursement for invoices submitted to the City.

Attachments:

1. MO - IDA reimbursement – Triple Rail Site

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Employment Agreement with Carol Gault to be the Director of Planning of the City. **D. JORDAN**

Category: Municipal Order

Staff Work By: Stefanie Wilcox
Presentation By: Stefanie Wilcox

Background Information: Authorize the Mayor to sign an Employment Agreement with Carol Gault to move her from Interim Planning Director to full-time Planning Director for the City.

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 Employment Agreement with Carol Gault for full-time Planning Director.

Attachments:

1. MO - agree-employment – Carol Gault – Planning Director
2. Signed Director of Planning - Employment Agreement Gault

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: City of Paducah Proposed Tax Rates - FY2025 - **J. PERKINS**

Category: Ordinance

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

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 **\$.264** per \$100 assessed value (AV). The proposed FY2025 rate is 60% of what the rate was in FY1995, when the City started a conscious effort to lower real estate tax rates. The proposed FY2025 rate is less than the rate in place in January of 2021 of \$.267 per \$100 AV.

The City's General Fund personal tax levy is proposed to be **\$.356** per \$100 AV. The proposed FY2025 rate is nearly 30% less than the FY1995 rate. The proposed FY2025 rate is less than the rate in place in January of 2021 or \$.39 per \$100 AV.

The City of Paducah eliminated inventory taxes many years ago in order to encourage inventory-rich business growth in Paducah. The City's inventory rate was phased out over a four-year period, 1998 through 2002, and fully eliminated in FY2003. The inventory tax would have netted revenue nearly \$977,000 in FY2025, if it were in place today.

Staff proposes the City's tax levy be set at 26.4 cents per \$100 AV. The FY2025 compensating rate is 25.4 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 26.4 cents.

From FY2001 to FY2025, the City of Paducah has *lowered* its real estate tax levy by 3.6 cents, while others increased their tax levy during the same time period.

The property tax levy ordinance will be introduced on August 27, 2024 with the second and final reading on September 17, 2024. Since the City's proposed tax levy is more than the 'compensating rate' of 25.4 cents per \$100 AV, a public hearing is required; a public hearing is scheduled for August 27, 2024.

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: Recommend that the Mayor and Commission adopt the proposed 2024-2025 (FY2025) real estate and personal ad valorem tax levies as proposed.

Attachments:

1. ORD - Tax Rate FY2025. without School tax
2. How to Figure Your Tax Bill Graphic
3. Real Estate Tax Levy - history from 1995 PIO website version
4. Personal Tax Levy - history from 1995, PIO website version
5. Inventory Tax Levy - history from 1995, PIO website version

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Paducah Independent School District Tax Rates to be collected by City of Paducah - **J. PERKINS**

Category: Ordinance

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

Background Information: For many years, the City of Paducah Kentucky has collected real estate and personal property taxes for the Paducah Independent School District. KRS 160.460 authorizes designated cities, like Paducah, to collect taxes assessed by independent school districts. Pursuant to this authority, the Board of Commissioners has traditionally annually authorized the Director of Finance to collect taxes assessed by the Paducah Independent School District.

The Paducah Independent School District Board of Education has indicated in the Paducah Sun newspaper public notice that they propose a real estate tax levy to be **\$.874** per \$100 assessed value (AV) for Fiscal Year 2025 (2024-2025).

The Paducah Independent School District Board of Education has indicated in the Paducah Sun newspaper public notice that they propose a personal tax levy to be **\$.874** per \$100 AV for Fiscal Year 2025 (2024-2025).

The property tax collection ordinance will be introduced on August 27, 2024 with the second and final reading on September 17, 2024.

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 Mayor and Commission adopt the proposed 2024-2025 (FY2025) collection of Paducah Independent School District real estate and personal ad valorem tax levies as proposed.

Attachments:

1. ORD - Authorization of COLLECTION of AD VALOREM TAXES for BOE FY2025

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Acceptance of Permanent Utility Easement from Owner of Property located at 723 Cruse Avenue
- **M. TOWNSEND**

Category: Ordinance

Staff Work By: Melanie
Townsend
Presentation By: Melanie
Townsend

Background Information: A stormwater line was discovered after an alley between 695 and 723 Cruse Avenue was closed. The property owner, TC-3 LLC, offers a permanent utility easement to allow the city to access the stormwater line for future repairs, replacements, or removal.

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 an Ordinance authorizing the acceptance of a Permanent Utility Deed on behalf of the City of Paducah from TC-3 LLC.

Attachments:

1. ORD - Permanent Utility Easement - 723 Cruse Avenue
2. TC 3 LLC utility easement_DB 1506 PG 741
3. TC 3 LLC - stormwater easement plat

Agenda Action Form

Paducah City Commission

Meeting Date: September 17, 2024

Short Title: Amend Zoning Map - Rezoning of 200 Fountain Avenue - **J SOMMER**

Category: Ordinance

Staff Work By: Carol
Gault, Josh Sommer
Presentation By: Josh
Sommer

Background Information: After being considered twice by the Paducah Planning Commission, the Planning Commission is forwarding a favorable recommendation to rezone this parcel from R-1 Low Density Residential Zone to Neighborhood Services Zone. When the Planning Commission makes a recommendation, said recommendation would normally take effect 21 days thereafter. However, staff received a request from an adjacent property owner for the Board of Commissioners to finally decide the rezoning request pursuant to KRS 100.2111 (4) (a).

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

If yes, please list the Commission Priority: [Commission Priorities List](#) No.

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approval.

Attachments:

1. ORD - 126-Amend zoning map
2. ZON2024-0002 Staff Report 200 Fountain Avenue BOC
3. Signed Resolution
4. Request to refer to BOC
5. Submission to BOC & Response to Appeal ICO ZON2024-0002_Myers 240628