

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

TO: Commission/Media/Public

There will be a Special Called Meeting of the Board of Commissioners of the City of Paducah at 5:00 p.m., on Monday, April 21, 2025, held in the Commission Chambers of City Hall located at 300 South Fifth Street, Paducah, KY 42003. The Agenda for the meeting is attached to this notice.

*George Bray, Mayor*

CERTIFICATE OF SERVICE

Executed by electronic mail and facsimile of a copy to the Commission on April 17, 2025.

*Lindsay Parish, City Clerk*



**CITY COMMISSION MEETING  
 AGENDA FOR APRIL 21, 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**

**NEW EMPLOYEE INTRODUCTION** Gregory Shelton, Assistant Director of Parks - **A. CLARK**

**NEW EMPLOYEE INTRODUCTION** Laura Cowles, Development Liaison - **L. PARISH**

**PROCLAMATION** Mental Health Month - Ashley Walters, Behavioral Health Operations Manager at Mercy Health

**PROCLAMATION** National Tennis Month - Sarah House

**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 April 8, 2025
	B.	Receive & File Documents
	C.	Personnel Actions
	D.	Approve a Staffing Agreement with TempsPlus, Inc. for Temporary, Seasonal, and Temp-to-Hire Employees - <b>S. WILCOX</b>
	E.	Authorize the Mayor to execute a contract with TESCO Solutions in the amount of \$122,754 for the rewiring of data cabling in City Hall - <b>E. STUBER</b>
	F.	Authorize the City Manager to release a Request for Proposals for new lighting at Dolly McNutt Plaza - <b>A. CLARK</b>

		G.	Authorize the City Manager to release a Request for Proposals for Custodial Services in City Parks Facilities - <b>A. CLARK</b>
		H.	Approve Payment for Emergency Purchase to Protect the Julian Carroll Convention and Expo Center during the 2025 Flood - <b>G. GUEBERT</b>
		I.	Authorize the City Manager to release a Request for Proposals for Recruitment Services for the Executive Director Position for Hotel Metropolitan - <b>H. REASONS</b>
	<b>II.</b>	<b><u>ORDINANCE(S) - ADOPTION</u></b>	
		A.	Amend the FY25 City Budget to Increase Revenues and Expenditures for the Community Development Block Grant Fund by \$200,000 - <b>H. REASONS</b>
	<b>III.</b>	<b><u>ORDINANCE(S) - INTRODUCTION</u></b>	
		A.	Adopt an Ordinance Creating a Training Incentive Program for City Officials - <b>L. PARISH &amp; M. SMOLEN</b>
		B.	Amend Chapter 118 Vegetation of the Code of Ordinances - <b>L. PARISH</b>
	<b>IV.</b>	<b><u>DISCUSSION</u></b>	
		A.	FY26 Budget Discussion - <b>J. PERKINS &amp; A. KYLE</b>
		B.	Activating the Paducah Tax Increment Financing District (TIF) - <b>J. PERKINS</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: April 21, 2025

Short Title: Approve a Staffing Agreement with TempsPlus, Inc. for Temporary, Seasonal, and Temp-to-Hire Employees - **S. WILCOX**

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

**Background Information:** The City would like to execute a Staffing Services Agreement with TempsPlus, Inc., to assist with seasonal, temporary part-time, and temp-to-hire full-time staff. This is a one-year agreement that will automatically renew each year unless terms change. The staffing company agrees to maintain all current standards for hiring by completing a background check and drug screening for the employees they send. This would allow the City to bring on additional staff quickly when we may need more employees prior to events, or to assist with mowing. We anticipate using TempsPlus mostly for laborer positions and temporary pump operators.

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

If yes, please list the Commission Priority: City Staffing Needs

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approve and sign the Staffing Agreement with TempsPlus, Inc.

Attachments:

1. MO contract TempsPlus - HR
2. TempsPlus City of Paducah Mutually Agreeable Staffing Agreement 2025

# Agenda Action Form

## Paducah City Commission

Meeting Date: April 21, 2025

**Short Title:** Authorize the Mayor to execute a contract with TESCO Solutions in the amount of \$122,754 for the rewiring of data cabling in City Hall - **E. STUBER**

**Category:** Municipal Order

Staff Work By: Eric Stuber, Kaitlyn Wells, Randy Crouch, Chris Yarber  
Presentation By: Eric Stuber

**Background Information:** City Hall was built beginning in 1963 and finalized in 1965. In the 90's City Hall was wired for networking of AS400 terminals as well as an updated phone system. Due to the age of City Hall and various projects/upgrades over time, there is a mixture of CAT-3, CAT-5, CAT-5e, and CAT-6 cabling for voice and data networking.

CAT-3 and 5 are considered outdated. CAT-5e is designed for 1000 Mbps (Gigabit Ethernet) at 100 MHz, which is becoming insufficient for the demands of modern networks and emerging technologies.

Given that most of the data network cabling in City Hall is CAT 5 or older, the recommendation was made to seek bids for rewiring the data cabling to CAT-6/6a throughout City Hall in order to provide Gigabit Ethernet or better to all devices in City Hall.

An RFP was published on February 4th, 2025. A pre-bid meeting was held on February 24th, 2025 at City Hall. Four vendors attended that meeting along with Technology, Public Works, and Fire Prevention staff.

Three of the four submitted bids on March 10th, 2025. Those were TESCO Solutions of Paducah, KY; Total Tech of Murray, KY; and C2 Networks of Little Rock, AR.

Bids were evaluated by Technology and Public Works staff and the highest score went to TESCO Solutions.

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

If yes, please list the Commission Priority:

**Communications Plan:**

**Funds Available:** Account Name: Technology Equipment Other

Account Number: 10000501-542190

**Staff Recommendation:** Authorize the Mayor to execute a contract with TESCO Solutions in the amount of \$122,754 for the rewiring of data cabling in City Hall

**Attachments:**

1. MO contract-TESCO Solutions – data cabling in City Hall
2. Bid Evaluation Sheet

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: April 21, 2025

**Short Title:** Authorize the City Manager to release a Request for Proposals for new lighting at Dolly McNutt Plaza - **A. CLARK**

**Category:** Municipal Order

**Staff Work By:** Amie Clark  
**Presentation By:** Amie Clark

**Background Information:** Repair and replace existing lighting at Dolly McNutt Plaza.

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

**If yes, please list the Commission Priority:** Facility Improvements and Maintenance

**Communications Plan:**

**Funds Available:** Account Name: Dolly McNutt Lighting Project

Account Number: PA0136

**Staff Recommendation:** Approve

**Attachments:**

1. MO RFP Dolly McNutt Plaza Lighting

# Agenda Action Form Paducah City Commission

Meeting Date: April 21, 2025

**Short Title:** Authorize the City Manager to release a Request for Proposals for Custodial Services in City Parks Facilities - **A. CLARK**

**Category:** Municipal Order

**Staff Work By:** Amie Clark  
**Presentation By:** Amie Clark

**Background Information:** Authorize the City Manager to release a Request for Proposals for custodial services for City Parks facilities for FY26.

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

**If yes, please list the Commission Priority:** City Staffing Needs

**Communications Plan:**

**Funds Available:** Account Name: Operations

Account Number: 1000 2402 523070

**Staff Recommendation:** Approve

**Attachments:**

1. MO RFP – Custodial Services - Parks

# Agenda Action Form

## Paducah City Commission

Meeting Date: April 21, 2025

Short Title: Approve Payment for Emergency Purchase to Protect the Julian Carroll Convention and Expo Center during the 2025 Flood - **G. GUEBERT**

Category: Municipal Order

Staff Work  
By: Melanie  
Townsend  
Presentation  
By: Greg  
Guebert

**Background Information:** On Wednesday, April 2, 2025, Governor Andy Beshear of Kentucky declared a State of Emergency for the entire state in anticipation of severe storms expected to persist for four days. This declaration was prompted by significant weather risks, especially in western Kentucky, which faced a Level 5 risk for intense storms.

On Friday, April 4th, the National Weather Service forecast a crest of 50.5 feet for the Ohio River in Paducah within the week. In light of this river prediction, the Julian Carroll Convention and Expo Center was at risk of flooding. Preparations commenced to acquire HESCO bastions for protection to safeguard the public's investment in these facilities.

On Friday, April 4, 2025, Mayor George Bray of Paducah declared a Local State of Emergency due to the river forecast predicting a height of 50.5 feet on Thursday, April 10th. This emergency declaration recognized the potential for substantial damage to private and public property, enabling necessary measures to shield property within the city. On the same day, the City entered a non-competitive purchase agreement with Ackley Defense, Inc. to procure 220 units of HESCO bastions, ensuring comprehensive protection for the Julian Carroll Convention and Expo Center.

Due to the flooding emergency and the delivery lead time for the bastions, Ackley Defense, Inc. was contracted to ship the bastions immediately. The 220 units of HESCO bastions cost \$121,000.00 plus \$2,450.00 for freight, resulting in a total cost of \$123,450.00. The City of Paducah anticipates that the majority, if not all, of these expenses will be reimbursed from the flood insurance on the buildings and/or from FEMA.

Does this Agenda Action Item align with a Commission Priority? No  
If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name: Flood 2025

Account Number: FW0019

**Staff Recommendation:** To adopt a Municipal Order authorizing payment to Ackley Defense of \$123,450.00 for bastions required to protect the Julian Carroll Convention and Expo Center during the 2025 Flood.

**Attachments:**

1. MO Payment to Ackley Defense Inc. – HESCO bastions - Flood 2025
2. Ackley\_Inv 0002079\_Hesco bastians\_4.4.25
3. 2025-04-04\_Determination of Noncomp\_CM\_bastions

# Agenda Action Form

## Paducah City Commission

Meeting Date: April 21, 2025

Short Title: Authorize the City Manager to release a Request for Proposals for Recruitment Services for the Executive Director Position for Hotel Metropolitan - **H. REASONS**

Category: Municipal Order

Staff Work By: Hope  
Reasons  
Presentation  
By: Hope Reasons

Background Information: This Municipal Order authorizes the City Manager to release a request for proposals to obtain recruitment services for the hiring of the Executive Director Position at Hotel Metropolitan. This contract will be paid for out of the Mellon Grant Funding.

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

If yes, please list the Commission Priority: 24/25 Priority: Cultural Assets

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval.

Attachments:

1. MO RFP – Recruitment Services Hotel Metropolitan Director

# Agenda Action Form Paducah City Commission

Meeting Date: April 21, 2025

**Short Title:** Amend the FY25 City Budget to Increase Revenues and Expenditures for the Community Development Block Grant Fund by \$200,000 - **H. REASONS**

**Category:** Ordinance

Staff Work  
By: Hope  
Reasons  
Presentation  
By: Hope  
Reasons

**Background Information:** The City of Paducah applied for and received a Community Development Block Grant in the amount of \$200,000 on behalf of Four Rivers Centerpoint Recovery Center to assist with inpatient substance abuse treatment. The Commission authorized Municipal Order 3024 on March 11, 2025 to accept the grant award. The Grant Agreement between the Commonwealth of Kentucky and City of Paducah requires:

- Evidence of a budget ordinance/amendment indicating inclusion of CDBG funds into the City's budget.

This ordinance will satisfy the Grant Agreement requirement for the budget amendment.

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

If yes, please list the Commission Priority: Mental Health

**Communications Plan:**

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

**Staff Recommendation:** Approve an ordinance to amend the FY25 City of Paducah budget to increase revenue and expenses for the CDBG fund by \$200,000.

**Attachments:**

1. ORD - budget amend FY2025 – Four Rivers Recovery Center

# Agenda Action Form

## Paducah City Commission

Meeting Date: April 21, 2025

Short Title: Adopt an Ordinance Creating a Training Incentive Program for City Officials - **L. PARISH & M. SMOLEN**

Category: Ordinance

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

**Background Information:** The General Assembly passed House Bill 119 in the 2011 Regular Session of the Kentucky General Assembly and the bill was signed by the Governor of the Commonwealth to become effective on June 8, 2011. This Bill created KRS 64.5278 which authorizes the city governments of Kentucky to adopt training incentive programs to encourage city officials to obtain education and training related to the operation of city government. This ordinance creates a training incentive program for Paducah elected officials. Key highlights of the program include:

- Officials must complete 15 hours (15 hours = 1 training unit) of approved training annually to qualify.
- Up to 10 excess hours may carry over to the next calendar year.
- Officials receive \$500 for completing the 15 hours of training each year
- Training units build each year that the official successfully completes 15 hours of training with the cap at 4 years. (Example: Year 1 = \$500, Year 2=\$1,000, Year 3=\$1,500, Year 4=\$2,000. Every year after 4 is capped at \$2,000)
- If an official fails to meet the 15-hour requirement in any given year, accumulated training units reset to \$0.
- Kentucky League of Cities (KLC) will serve as the program administrator—validating courses, tracking participation, and providing annual certification to 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: Elected Officials Training Incentive

Account Number: 1000 0102 516150

Staff Recommendation: Approval.

Attachments:

1. ORD Training Incentive Program Ordinance

# Agenda Action Form

## Paducah City Commission

Meeting Date: April 21, 2025

Short Title: Amend Chapter 118 Vegetation of the Code of Ordinances - **L. PARISH**

Category: Ordinance

Staff Work By: Lindsay Parish, Carol Gault, Amie Clark, Greg Cherry, Greg Guebert,  
Steve Kyle, Michelle Smolen, Daron Jordan  
Presentation By: Lindsay Parish

Background Information:

### Ordinance Amendment Summary

1. **Modifies the role of the Appointee** (the primary City Staff Person responsible for carrying out the provisions of this ordinance)
  - a. The appointee now assists with developing a tree planning and replacement plan for City-owned lots & rights-of-way.
  - b. Consults with the City Engineer, Public Works Director, Director of Parks & Recreation, and Director of Planning as necessary.
  - c. Consults with arborists, landscape architects, and other resources as necessary.
  - d. Develops and implements a tree voucher program. The program will be administered in fiscal years when funding is appropriated through the budget process.
  - e. The appointee is the official staff support for the Tree Advisory Board.
2. **Modifies the Tree Advisory Board.**
  - a. Changes the Board from 9 to 5 members by removing the Parks Director, City Engineer, Planning Director, and Public Works Director.
  - b. Retains the Utility Company Representative, Landscape Architect, and 3 concerned citizens.
  - c. Terms remain 4 years staggered, with the members being reappointed for staggered terms as follows:
    1. Brian Thomasson – Utility Representative – Term Expiration: April 22, 2026
    2. Jonathan Perkins – Term Expiration: April 22, 2027
    3. Jinny McCormick – Term Expiration: April 22, 2028
    4. Vacant Spot - Term Expiration: April 22, 2029
    5. Vacant Spot - Term Expiration: April 22, 2029
  - d. Requires the board to provide an annual report to the City Commission on the board's activities and goals.
  - e. The board is to assist in the development and implementation of the tree voucher program.
2. **Removes the requirement to formulate and maintain a master street tree plan.** Retains an Approved Tree Species Schedule, which should list desirable and undesirable tree species for public rights-of-way.

3. **Nuisance Violation:** Vegetation on private property that grows over a public right-of-way will be abated in accordance with Chapter 42 related to nuisance code violations.

4. **Appeals Change:** The Tree Advisory Board as a whole will hear appeals, instead of just a subset of the membership.

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

If yes, please list the Commission Priority: Quality of Life.

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval.

Attachments:

1. ORD Chapter 118 Vegetation – Tree Advisory Board