



**CITY COMMISSION MEETING
AGENDA FOR NOVEMBER 25, 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

ADDITIONS/DELETIONS

PRESENTATION Civic Beautification Annual Business Awards

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 November 4, 2025, Special Called Board of Commissioners Meeting
	B.	Receive & File Documents
	C.	Appointment of Jessica Housman to the 911 Parcel Fee Appeals Board
	D.	Appointment of Valerie Pollard, Bob Wade, Brian Wyatt, Jewel Jones and Douglas McClure to the Urban Renewal and Community Development Agency (URCDA)
	E.	Appointment of Mark McGregor to the Board of Adjustment
	F.	Personnel Actions
	G.	Authorize Contract Modification No. 4 with A&K Construction for the Paducah Sports Park Project - S. ERVIN & J. CANTER
	H.	Authorize the Public Works Department to issue a request for bids for City Hall Window Tinting and Film - C. YARBER
	II.	<u>MUNICIPAL ORDER(S)</u>

		A.	Authorize a Funding Agreement with Paducah Cooperative Ministry for an Emergency Shelter - D. JORDAN
		B.	Transfer of properties from City of Paducah to URCDA - C. GAULT
		C.	Transfer of Properties from URCDA to the City of Paducah - C. GAULT
	III.	<u>ORDINANCE(S) - ADOPTION</u>	
		A.	Amend Code of Ordinances to Authorize Board Member Payments - L. PARISH
	IV.	<u>ORDINANCE(S) - INTRODUCTION</u>	
		A.	Amend Code of Ordinances to Authorize Golf Carts - L. PARISH
		B.	Adopt an Ordinance Creating a New Article of Chapter 106 related to Taxation of Abandoned Urban Properties - L. PARISH
		C.	Adopt Southside Revitalization Plan Housing Incentives - C. GAULT & P. STROUP
	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: November 25, 2025

Short Title: Authorize Contract Modification No. 4 with A&K Construction for the Paducah Sports Park
Project - **S. ERVIN & J. CANTER**

Category: Municipal Order

Staff Work By: Amie
Clark

Presentation By: Steve
Ervin, Jeff Canter

Background Information: On June 25, 2024, the BOC approved a contract with A&K Construction in the amount of \$47,771,838.83 for the construction of the Paducah Sports Park in partnership with the Fiscal Court and the McCracken County Sports Tourism Commission. At that time construction of the championship field and entry plaza were removed from the project for more value engineering.

On January 28, 2025, the BOC approved Contract Modification No. 1 with A&K Construction in the amount of \$999,000.00 for the construction of the Championship Field. Updated contract total of \$48,770,838.83.

On May 13, 2025, the BOC approved 90% design of the entry plaza and issued authorization to proceed with development of construction documents for the entry plaza.

On August 12, 2025, the BOC approved Contract Modification No. 2 with A&K Construction for a time extension of 73 days, with a new substantial completion date of March 1, 2026.

On September 15, 2025, the BOC approved Contract Modification No. 3 with A&K Construction in an amount not to exceed \$3,000,000.00 with A&K Construction for the construction of the Entry Plaza for an updated contract amount of \$51,342,449.25.

On November 5, 2025, the Sports Tourism Commission approved Contract Modification No. 4 with A&K Construction for a purchase credit in the amount of \$1,341,242.08 for items removed from the contract and direct purchased by the Fiscal Court, for an updated contract amount of \$50,001,207.17.

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

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

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approve

Attachments:

1. MO contract modification 4 – A&K Construction Sports Park
2. CO 004C_AK CREDIT_FINAL 20251028

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Authorize the Public Works Department to issue a request for bids for City Hall Window Tinting and Film - **C. YARBER**

Category: Municipal Order

Staff Work By: Chris Ferrell, Marcey Simmons

Presentation By: Chris Yarber

Background Information: Window tint and film put on City Hall windows to increase security, improve efficiency and aesthetic.

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: Facilities Maintenance

Account Number: PF0070

Staff Recommendation: Authorize Public Works to receive sealed bids for window tint and film for City Hall windows.

Attachments:

1. MO Request For Bids – City Hall window tint and film - 2025

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Authorize a Funding Agreement with Paducah Cooperative Ministry for an Emergency Shelter -
D. JORDAN

Category: Municipal Order

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

Background Information: The City of Paducah is proposing to enter into a Funding Agreement with Paducah Interfaith Ministry, Inc. (PCM) to support the remodeling of a building that will serve as a new emergency shelter for homeless men, women, and children. The shelter will offer short-term, 24-hour emergency housing along with food, restrooms, showers, and basic necessities.

To assist with critical infrastructure improvements—such as plumbing, sewage, and other building upgrades—the City will provide PCM with a grant of up to \$200,000. The funding will be distributed in two parts: an initial \$100,000 by April 1, 2026, and a final payment of up to \$100,000 after the project is completed and required documentation is submitted and verified. The final payment cannot occur before July 1, 2026.

In exchange for this investment, PCM agrees to operate the emergency shelter and provide services to homeless residents for at least five years, submitting annual reports to the City that document shelter operations and the number of individuals served, including how many are City of Paducah residents.

PCM must maintain all required permits, licenses, and inspections and provide detailed financial accounting of how City funds are used. Misuse of funds or failure to meet the requirements of the Agreement may result in termination of the funding.

This partnership aims to address homelessness within the City of Paducah by expanding emergency shelter capacity and ensuring critical support services for vulnerable residents.

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

If yes, please list the Commission Priority: Support for Human and Social Services (i.e. Homelessness, Food Insecurities)

Communications Plan:

Funds Available: Account Name: TBD

Account Number: TBD

Staff Recommendation: Approve.

Attachments:

1. MO agree – Paducah Cooperative Ministry – Emergency Shelter
2. PCM Funding Agreement 2025

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Transfer of properties from City of Paducah to URCDA - **C. GAULT**

Category: Municipal Order

Staff Work
By: Nancy
Upchurch
Presentation
By: Carol Gault

Background Information: URCDA is a board authorized by KRS to oversee the revitalization of neighborhoods. URCDA has successfully managed the Lowertown and Fountain Avenue Revitalization Programs and will now manage the Southside Revitalization Area. In the past, the City has acquired properties in the revitalization areas. This action would transfer the properties owned by the City of Paducah to URCDA for the management of the properties in the revitalization area.

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

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

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation: Staff recommends approval of the transfer of the properties in revitalization areas to URCDA.

Attachments:

1. MO prop transfer to URCDA
2. City Master Deed City to URCDA

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Transfer of Properties from URCDA to the City of Paducah - **C. GAULT**

Category: Municipal Order

Staff Work
By: Nancy
Upchurch
Presentation
By: Carol Gault

Background Information: Over time, property acquired outside program areas has been put in the name of URCDA. URCDA has no reason to hold property outside the program areas. This action would transfer properties in the name of URCDA to the City of Paducah. The properties could then be added to the available properties list.

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:

Attachments:

1. MO prop transfer from URCDA to City of Paducah
2. City Master Deed URCDA to City

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Amend Code of Ordinances to Authorize Board Member Payments - **L. PARISH**

Category: Ordinance

Staff Work By: Lindsay
Parish, Claudia Meeks
Presentation By: Lindsay
Parish

Background Information: This ordinance amends the City of Paducah Code of Ordinances to establish consistent compensation for voting members of various City boards, commissions, councils, and advisory bodies. The purpose is to recognize the time, expertise, and service of citizen volunteers, encourage broader community participation, and support the recruitment and retention of qualified individuals to serve in these important roles.

Under the ordinance, chairpersons will receive \$100 per meeting attended, and all other voting members will receive \$75 per meeting attended. City staff members serving on or assisting boards in an official capacity, as well as ex-officio City Commission members, will not receive payment or reimbursement for meeting attendance. Any board member may voluntarily decline all or part of their compensation at any time by providing written notice to the appropriate official. Payments made under this ordinance will be exempt from occupational taxes.

The ordinance applies to a number of boards and commissions, including the Board of Adjustment, Civic Beautification Board, Municipal Housing Commission, Paducah Convention and Visitors Bureau, Transit Authority Board, Paducah Riverfront Development Advisory Board, Paducah Creative and Cultural Council, Board of Ethics, Building, Electrical, and Fire Codes Appeals Board, Code Enforcement Board, Human Rights Commission, Brooks Stadium Commission, Civil Service Commission, Paducah Planning Commission, Urban Renewal and Community Development Agency, Commissioners of Waterworks, Tree Advisory Board, and the Historical and Architectural Review Commission.

Payments authorized by this ordinance will begin on January 1, 2026.

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. Board Payment Ordinance

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Amend Code of Ordinances to Authorize Golf Carts - **L. PARISH**

Category: Ordinance

Staff Work By: Lindsay Parish, Brian Laird, Greg Guebert,
Michelle Smolen, Daron Jordan
Presentation By: Lindsay Parish

Background Information: This ordinance allows golf carts to operate on City of Paducah streets with posted speed limits of **25 mph** or less. Golf carts must be inspected by the McCracken County Sheriff's Office, permitted by the Paducah Police Department, insured, and operated only between sunrise and sunset. Operators must hold a valid driver's license, display a slow-moving vehicle emblem, and follow all traffic laws. Golf carts may cross state-maintained roadways where the speed limit is 35 mph or less, but cannot be driven along those roadways.

A \$25 permit is required, valid until the golf cart changes ownership. The Police Department may deny, suspend, or revoke permits for safety or compliance violations, with appeal rights through the City Manager.

Exemptions are provided for city-owned golf carts, riverboat tourism shuttles at the riverfront, and carts used within permitted special events. Violations are misdemeanors, punishable by up to 30 days in jail and/or by fines of \$20 to \$500. The ordinance ensures safe and consistent operation of golf carts within city limits.

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:

Attachments:

1. Golf Carts 2025

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Adopt an Ordinance Creating a New Article of Chapter 106 related to Taxation of Abandoned Urban Properties - **L. PARISH**

Category: Ordinance

Staff Work By: Lindsay Parish, Laura Cowles, Greg Cherry, Audra Kyle,
Stephanie Millay, Eric Stuber, April Tinsman
Presentation By: Lindsay Parish

Background Information: The City of Paducah is considering an ordinance that would create a new tax category for properties classified as “abandoned urban property” under Kentucky law. This tool, authorized by KRS 92.305 and KRS 132.012, is intended to address long-term vacant and neglected properties that create safety hazards and negatively affect neighborhoods. A property is considered abandoned urban property if it has been vacant or unimproved for at least one year **and** meets at least one additional condition: being unfit for human habitation; unsafe or unsanitary; declared an unsafe structure by the City; contaminated (such as meth contamination); or tax delinquent for three or more years. These criteria apply to both residential and commercial properties, including vacant lots, if they meet the statutory definition.

If adopted, the ordinance would apply a tax rate of \$1.50 per \$100 of assessed value to qualifying properties. Each year, the City would compile a draft list of properties that meet the definition and notify affected owners. Property owners would have the opportunity to file an appeal before the rate is applied to their tax bill. Revenue from the tax would help offset the City’s costs associated with addressing unsafe structures, code enforcement, and property remediation.

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:

Attachments:

1. ORD Abandoned Urban Property Ordinance 2025

Agenda Action Form

Paducah City Commission

Meeting Date: November 25, 2025

Short Title: Adopt Southside Revitalization Plan Housing Incentives - **C. GAULT & P. STROUP**

Category: Ordinance

Staff Work By: Carol Gault, Nancy Upchurch,
Palmer Stroup

Presentation By: Carol Gault, Palmer Stroup

Background Information: Outlines the repeal of the existing pilot Southside Housing and Business Incentive Grants and their corresponding Ordinance. Introduces the expanded Homeowner and Developer Incentive Grants for new housing redevelopment and construction as part of the Southside Revitalization Plan.

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

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

Southside Revitalization

Quality Housing

Quality of Life

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation:

Attachments:

1. 2025 Southside Incentive Ordinance Planning - 11-17 Final Draft