



Amended February 12, 2024

**CITY COMMISSION MEETING
AGENDA FOR FEBRUARY 13, 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

ADDITIONS/DELETIONS

PRESENTATION Southside Walter Jetton Housing Program Update - Palmer Stroup

PRESENTATION Paducah Police Department Presentation - Brian Laird, Police Chief

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.

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|--|------------|---|--|
| | I. | <u>CONSENT AGENDA</u> | |
| | A. | Approve Minutes for January 23 & 25, 2024, Board of Commissioners Meetings | |
| | B. | Receive & File Documents | |
| | C. | Appointment of Matthew Turley and Tara Sawvel to the Code Enforcement Board | |
| | D. | Personnel Actions | |
| | E. | Position and Pay Schedule - S. WILCOX | |
| | F. | Pay Grade Schedule - S. WILCOX | |
| | G. | Authorize the Acceptance of a Community Development Block Grant in the Amount of \$200,000 on behalf of Four Rivers Recovery Center - H. REASONS | |
| | H. | Amend the Robert Cherry Civic Center Schedule of Fees - A. CLARK | |
| | II. | <u>BOARD APPOINTMENT(S)</u> | |

| | | | |
|--|-------------|---|---|
| | | A. | Reappointment of Joshua Tyler Parker, Alex Blackwell, Chris Cappock and Appointment of Neel Carroll and Phillip Hudson to the Brooks Stadium Commission |
| | III. | <u>MUNICIPAL ORDER(S)</u> | |
| | | A. | Update the City Investment Policy - J. PERKINS |
| | | B. | Approve the EPAD Program Financing Agreement and Notice of Assessment for the Blockware Mining, Inc. PACE Financing - L. PARISH & CHRISTOPHER JONES |
| | | C. | Accept recommendation from the Sports Tourism Commission, approve the design of Stuart Nelson Park Road, and authorize the architect to advertise a request for bids as specified in the ILA- D. JORDAN & A. CLARK |
| | | D. | <u>Approve a Pledge of \$500,000 for the Stabilization of the Columbia Theater Façade</u> - D. JORDAN |
| | IV. | <u>ORDINANCE(S) - INTRODUCTION</u> | |
| | | A. | Adopt an Ordinance Creating a Natural Gas Franchise - M. SMOLEN |
| | | B. | Amend Paducah Code of Ordinances Chapter 108 Related to Telecommunications - M. SMOLEN |
| | V. | <u>DISCUSSION</u> | |
| | | A. | Quarterly Grant Update - H. REASONS |
| | | B. | 2023 Commission Priorities Annual Report - 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: February 13, 2024

Short Title: 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 is being updated to prepare for the fiscal year 2025 budget cycle. All salaries are up-to-date, the Records Manager position is being increased by one grade, a Deflection Specialist position is being added to the Police Department, and a Senior Evidence Technician position is being moved to a Senior Administrative Assistant position in the Police 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: Approved the Position and Pay schedule with recommended changes.

Attachments:

1. Position and Pay Schedule FY2023-2024 Amendment 2
2. Position and Pay Schedule -Feb 13 2024

Agenda Action Form Paducah City Commission

Meeting Date: February 13, 2024

Short Title: Pay Grade Schedule - **S. WILCOX**

Category: Municipal Order

Staff Work By: Stefanie Wilcox

Presentation By: Stefanie Wilcox

Background Information: The Job Grade Schedule is being updated to include a new Deflection Specialist position in the Police Department, and increasing the Records Division Manager position from a grade 10 to a grade 11.

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: Approved the updated Job Grade schedule with recommended changes.

Attachments:

1. MO pay grade schedule Annual FY2023-2024 Amendment 1
2. Job Grade Schedule 02 05 2024

Agenda Action Form Paducah City Commission

Meeting Date: February 13, 2024

Short Title: Authorize the Acceptance of a Community Development Block Grant in the Amount of \$200,000 on behalf of Four Rivers Recovery Center - **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

The Board of Commissioners approved the application for this grant with MO 2798 on October 10, 2023. There is no match required for this grant. This is the fourteenth year the City has received this award.

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 acceptance of the Community Development Block Grant and for the Mayor to sign all documentation related to same.

Attachments:

1. MO - acceptance cdbg-four rivers Behavioral Health CenterPoint Recovery Center 2024
2. Draft_PON2_112_2400001737_1_Paducah CenterPoint 23-044

Agenda Action Form

Paducah City Commission

Meeting Date: February 13, 2024

Short Title: Amend the Robert Cherry Civic Center Schedule of Fees - **A. CLARK**

Category: Municipal Order

Staff Work By: Amie Clark
Presentation By: Amie Clark

Background Information: November 14, 2023, the Board of Commissioners approved a Municipal Order to set new rental rates for the Robert Cherry Civic Center.

Request to approve a rate for rentals with multiple consecutive days rented at \$500 per day for each additional consecutive day, and be added to the rental rates set for the Robert Cherry Civic Center as follows:

| Reservation Rates | Fee |
|--|------------------|
| Weekday Reservations (Monday – Thursday) | |
| Full Day Rentals | \$750/day |
| Half Day Rental (up to 5 hours) | \$500/day |
| Weekend Rentals (Friday – Sunday) | \$1200/day |
| Holiday Rentals | \$1500/day |
| Refundable Damage Deposit | \$500 |
| <u>2nd Consecutive Day+</u> | <u>\$500/day</u> |

Non-Profit Organizations are eligible for a 20% discount on reservation fees and must provide proof of non-profit status when making the reservation.

Individuals are eligible for a 20% discount on reservation fees and must qualify based on criteria set by operational policy.

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

Attachments:

1. MO Robert Cherry Civic Center Schedule of Fees Update 2

Agenda Action Form

Paducah City Commission

Meeting Date: February 13, 2024

Short Title: Update the City Investment Policy - **J. PERKINS**

Category: Municipal Order

Staff Work By: Jonathan Perkins, Audra Kyle
Presentation By: Jonathan Perkins, Audra Kyle

Background Information: A Municipal Order adopting a revised investment policy for the City of Paducah, Kentucky pursuant to KRS Chapter 66.

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: Recommend that the Board of Commissioners adopt the revised Investment Policy

Attachments:

1. MO investment policy revised 2024

Agenda Action Form

Paducah City Commission

Meeting Date: February 13, 2024

Short Title: Approve the EPAD Program Financing Agreement and Notice of Assessment for the Blockware Mining, Inc. PACE Financing - **L. PARISH & CHRISTOPHER JONES**

Category: Municipal Order

Staff Work By: Lindsay Parish, Jonathan Perkins, Daron Jordan, Christopher Jones

Presentation By: Christopher Jones, Lindsay Parish

Background Information: In May 2023, the City Commission approved Ordinance 2023-05-8774 to establish an Energy Project Assessment District ("EPAD") spanning the City's jurisdictional boundaries. EPADs are a tool that allow commercial property owners to repay private loans for energy efficiency, renewable energy, and water conservation measures through a voluntary assessment administered by the City of Paducah in the same manner as a property tax bill. The program allows property owners to secure more favorable financing terms than traditional financing mechanisms. The City also designated Christopher Jones with Energize Kentucky as the Program Administrator for Paducah.

In November, the City was notified that Blockware Mining, Inc. was the first property owner to submit an application to utilize the EPAD for a project completed at 5657 Commerce Drive. Since the project has already been completed, the PACE loan is used for refinancing purposes and can only be used to pay down existing debt that funded the PACE-eligible improvements. Blockware submitted a formal program application, which has been reviewed by the City and the Program Administrator. The application met all the eligibility requirements for the EPAD program under State Law and Local Ordinance. The lender has agreed to make a loan for the project for a term of 30 years. In order to allow Blockware to move forward with the PACE financing, the City must approve an EPAD Program Financing Agreement with Blockware Mining and the PACE Lender. The City must also approve the Notice of Assessment and List of PACE Assessments. Energize Kentucky will act as Administrator on behalf of the City. There is no cost to the City for this program. All administration costs will be passed along to the property owner.

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

If yes, please list the Commission Priority:

Communications Plan: N/A

Funds Available: Account Name:
Account Number:

Staff Recommendation: Authorize the Mayor to execute an EPAD Financing Agreement with Blockware Mining, LLC and the PACE Lender, the Notice of Assessment, and all other document necessary to effectuate the PACE Financing.

Attachments:

1. MO EPAD PACE Financing Blockware Mining 5657 Commerce Drive
2. Stonehill - 5657 Commerce Dr (Paducah KY) - EPAD Program Financing Agreement(19038389.4)
3. Stonehill - 5657 Commerce Dr (Paducah) - City of Paducah Approval of Final List of Assessments(19038391.2)

Agenda Action Form

Paducah City Commission

Meeting Date: February 13, 2024

Short Title: Accept recommendation from the Sports Tourism Commission, approve the design of Stuart Nelson Park Road, and authorize the architect to advertise a request for bids as specified in the ILA- **D. JORDAN & A. CLARK**

Category: Municipal Order

Staff Work By: Amie Clark
Presentation By: Daron Jordan, Amie Clark

Background Information: On January 23, the Board of Commissioners approved 95% design and authorized release for Request for Bids for the Paducah Sports Park Project.

Additionally, construction of Stuart Nelson Park Road to improve and accommodate traffic flow in and out of the new Sports Park. Design of the improved road has been accepted by the Sports Tourism Commission. The Sports Tourism Commission is requesting acceptance and approval of their recommendation to proceed with design and release for Request for Bids for the Stuart Nelson Park Rd construction project, as agreed to by the City, Fiscal Court, and Sports Tourism Commission in the Interlocal Agreement.

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

If yes, please list the Commission Priority: Outdoor Sports Complex; Facility Improvements

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation:

Attachments:

1. MO Request For Bids - Stuart Nelson Park Road 2024

Agenda Action Form

Paducah City Commission

Meeting Date: February 13, 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 13, 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