



Amended 1-23-2024

**CITY COMMISSION MEETING
AGENDA FOR JANUARY 23, 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

PRESENTATION Duke of Paducah presented to Jonathon Pendergrass, Regional Program Manager - Paducah Career Center

PRESENTATION FY2023 ACFR Audit Presentation - David Hampton, Kemper CPA Group

PRESENTATION Paducah Public Schools- Community Schools Grant- Allen Treece, Community Schools Director

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.

	I.	<u>CONSENT AGENDA</u>
	A.	Approve Minutes for January 9, 2024, Board of Commissioners Meeting
	B.	Receive & File Documents
	C.	Reappointment of Edward Hely to the Electric Plant Board
	D.	Appointment of Mark Anderson to the Civic Beautification Board
	E.	Personnel Actions
	F.	Fleet Maintenance Service Agreement between the City of Paducah Fleet Division and the Ballard Fiscal Court - C. YARBER
	G.	Approve contract with AssetWorks, Inc. on GSA Contract for Public Works and Parks work orders, inventory, and asset management software - E. STUBER

		H.	Approve Tyler, Inc. contract amendment in the amount of \$2,995 to add Tyler Payments - E. STUBER
		I.	Approve the Application and Acceptance of a Kentucky Highway Safety Grant in the Amount of \$41,000 - B. LAIRD
		J.	Adopt the Purchase ADD Regional Multi-Jurisdictional Hazard Mitigation Plan 2023 Update - D. JORDAN
	II.	<u>RESOLUTION(S)</u>	
		A.	A Resolution Declaring the City of Paducah as a Nuclear Ready Community and Reaffirming Support to Reindustrialize the US Department of Energy Site
	III.	<u>MUNICIPAL ORDER(S)</u>	
		A.	Approve the Sports Tourism Commission Recommendation for the Paducah Sports Park - A. CLARK & D. JORDAN
		B.	Solid Waste Fee Changes - C. YARBER
		C.	<u>Approve Contract Extension for Dog Park Construction project</u> - A. CLARK
	IV.	<u>ORDINANCE(S) - ADOPTION</u>	
		A.	Acceptance of Woodland Property on Pines, LLC Subdivision - M. TOWNSEND
	V.	<u>COMMENTS</u>	
		A.	Comments from the City Manager
		B.	Comments from the Board of Commissioners
	VI.	<u>EXECUTIVE SESSION</u>	

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Fleet Maintenance Service Agreement between the City of Paducah Fleet Division and the Ballard Fiscal Court - **C. YARBER**

Category: Municipal Order

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

Background Information: On January 4, 2024, a Fleet Maintenance Service Agreement was entered into for the City of Paducah Fleet Division to provide all professional labor, materials, equipment, and operations necessary for scheduled maintenance, upkeep, repair and preventive maintenance, pursuant to the fee schedule for the Ballard Fiscal Court.

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 a Municipal Order for the Fleet Maintenance Service Agreement for the City of Paducah Fleet Division to provide all professional labor, materials, equipment, and operations necessary for scheduled maintenance, upkeep and preventive maintenance, pursuant to the fee schedule for the Ballard Fiscal Court.

Attachments:

1. MO - agree-fleet maintenance services – Ballard Fiscal Court
2. Maint Agreement _ Ballard Fiscal Court
3. Labor Rates

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Approve contract with AssetWorks, Inc. on GSA Contract for Public Works and Parks work orders, inventory, and asset management software - **E. STUBER**

Category: Municipal Order

Staff Work By: Eric Stuber, Emma Shaw, Randy Crouch, Chris Yarber,
Audra Kyle, Jared Marsden, Mary Wurth
Presentation By: Eric Stuber

Background Information: Work orders, asset management, and inventory software; commonly known as Enterprise Asset Management (EAM), is to be the last remaining module migrated from the legacy AS/400 Sungard HTE software to our current Tyler Enterprise Resource Planning (ERP) software.

Last year we worked with Tyler's implementation team to begin the migration and found that we were unable to configure their software for Fleet requirements due to our Fleet Division operating a for-profit and non-profit shop. We tried multiple work-arounds, but it was going to cause too many inefficiencies for Public Works.

In order to meet our end goal of providing updated software to the Public Works and Parks Departments that allows them improved operational efficiencies, we looked at other software vendors that provided EAM software with the requirement they integrate with Tyler ERP for financials. Using our own research and contacting other like-sized municipalities, we created a list of 5 software vendors that provide EAM software. Of those 5, only AssetWorks met all the requirements for Public Works and Parks.

After we narrowed the vendor of choice to AssetWorks, we contacted the State of Kentucky Transportation Cabinet, City of Bowling Green Kentucky, City of Minot North Dakota, and Newport News Virginia, who all use AssetWorks and Tyler, for references. All of them had positive remarks.

The contract with AssetWorks is for a 5 year term. The first year fees will not exceed \$230,000 and will be paid using the EAM Software 9.368 project account. This includes configuration, implementation, conversion, testing, training, and integrating AssetWorks with Tyler ERP financials. In addition, this also includes the first year of SaaS maintenance fees and any hardware needed for Fleet and Parks Maintenance. Years 2 through 5 are fixed at \$40,000 per year and will be paid using the Technology Department's Software Maintenance account.

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

If yes, please list the Commission Priority: Continuous Improvement - Operational Efficiencies

Communications Plan:

Funds Available: Account Name: EAM Software 9.368
Computer Software Maintenance

Account Number: EQ0034-000-70000-70008
1000-05-0501-GG-00000-00000-522020

Staff Recommendation: Approve contract with AssetWorks, Inc. on GSA Contract GS-35F-317GA not to exceed \$230,000 in FY24 for implementation fees and SaaS maintenance fees and not to exceed \$40,000 per year in FY25, FY26, FY27, and FY28 for SaaS maintenance fees.

Attachments:

1. MO AssetWorks GSA – Parks & Public Works EAM Software
2. City Paducah_EAM SaaS MSA w Order SOW (Final 11-Jan-2024)

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Approve Tyler, Inc. contract amendment in the amount of \$2,995 to add Tyler Payments - **E. STUBER**

Category: Municipal Order

Staff Work
By: Emma
Shaw
Presentation
By: Eric Stuber

Background Information: In the spring of 2023 Tyler Technologies announced they would no longer support BridgePay as a processing gateway for credit card payments after 12/31/2024. The applications impacted are EERP (Munis), Cashiering, and EPL (EnerGov). Tyler is offering their own payment solution called Tyler Payments and it is our recommendation that we use this solution for a seamless integration with our back-office applications and online portals. We have worked with our Tyler Account Manager to obtain the best possible rates for this upcoming transition.

The service fee for credit cards will increase from 2.94% to 3.75% and the minimum will increase from \$2.00 to \$2.50 minimum. The eCheck fee will remain the same at \$1.50. With this option we will have eChecks available for both the EnerGov and Munis Portals where now it has only been available for EnerGov customers. These rates remain in compliance with Ordinance NO. 2019-11-8600 where service fees are not to exceed (4%) and an eCheck processing fee of \$1.50 to cover the City's cost of accepting such payment forms. These are service fees that the merchant collects and the City does not either set the rate nor retain any monies collected from service fees.

We did explore options with our current vendor Corebt. We had an initial call with Corebt to discuss this announcement and attended a Webinar of Corebt to discuss BridgePay Tyler integration Options. The option they could provide is a 3rd party integration of a front-end Cashiering system and online web payment that "could" be compatible with Tyler and continue to use BridgePay.

The \$2,995 fee is to increase our current SaaS maintenance fees by \$900 per year and the remaining \$2,095 is for a one-time fee for 5 credit card terminals used by Finance and Fire Prevention.

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

If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name: Software Maintenance
Fire Department Computer/Tech Supplies
Finance Department Computer/Tech Supplies

Account Number: 1000-05-0501-GG-00000-00000-522020
1000-18-1801-PS-00000-00000-535050
1000-02-0205-GG-00000-00000-535050

Staff Recommendation: Authorize the Mayor to approve a contract amendment to add Tyler Payments to our existing Tyler, Inc. contract.

Attachments:

1. MO contract-software-amendment-tyler 1-2024
2. Paducah KY Amend 011624 - signed (002)

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Approve the Application and Acceptance of a Kentucky Highway Safety Grant in the Amount of \$41,000 - **B. LAIRD**

Category: Municipal Order

Staff Work By: Joseph
Hayes, Hope Reasons
Presentation By: Brian
Laird

Background Information: The Kentucky Transportation Cabinet's Highway Safety Program has a competitive, discretionary grant program for reimbursement of overtime work involved with traffic safety and for equipment for officers. The program covers several categories of overtime projects (impaired driving, occupant protection, police traffic services, and other traffic safety problems areas) that include DUI arrests, speeding citations, seat belt citations, and child restraint citations.

The PPD has been a successful applicant to this program for several years and is currently implementing this program from the most recent funding cycle. PPD is requesting approval to apply for \$31,000 in grant funds for overtime pay and \$10,000 for four moving radars.

No match is required for this grant.

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 application and acceptance of the Kentucky Highway Safety Grant and for the Mayor to sign all documentation related to same.

Attachments:

1. MO - app & award – FY2025 Highway Safety Grant – overtime and purchase of radar units

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Adopt the Purchase ADD Regional Multi-Jurisdictional Hazard Mitigation Plan 2023 Update - **D. JORDAN**

Category: Municipal Order

Staff Work By: Lindsay
Parish
Presentation By: Daron
Jordan

Background Information: This item adopts the 2023 Update to the Purchase Area Development District (Purchase ADD) Regional Multi-Jurisdictional Hazard Mitigation Plan. The last update was done in 2018. It is now being revised by the Purchase ADD after more than a year of research and work by the Purchase Add staff and Jackson Purchase Region Natural Hazard Mitigation Committees. It serves as the official plan for Ballard, Calloway, Carlisle, Fulton, Graves, Hickman, Marshall, and McCracken. The Plan updates hazard identification, risk assessment, and mitigation strategies. Additionally, the City of Paducah must adopt the plan in order to be considered for any BRIC (Building Resilient Infrastructure and Communities) Funds. The full plan can be found at <https://www.purchaseadd.org/local-government/hazard-mitigation/>.

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. MO plan hazard mitigation 2023
2. Chapter-9-McCracken-County-2023-Update-Draft

RESOLUTION

A RESOLUTION DECLARING THE CITY OF PADUCAH, KENTUCKY A NUCLEAR READY COMMUNITY AND REAFFIRMING SUPPORT TO REINDUSTRIALIZE THE U.S. DEPARTMENT OF ENERGY SITE

WHEREAS, the Paducah Gaseous Diffusion Plant (PGDP) currently owned by the U.S. Department of Energy located in Western McCracken County was built in the early 1950's to support national security and later shifted to providing enriched uranium for commercial nuclear power.

WHEREAS, the PGDP operated until 2013 and today, DOE oversees environmental cleanup activities at the site, including environmental management, waste management, depleted uranium hexafluoride conversion, and decontamination and decommissioning.

WHEREAS, the U.S. Department of Energy site is approximately 3,660 acres of industrial land.

WHEREAS, the by-product of uranium enrichment resulted in 46,000 cylinders of depleted uranium hexafluoride, which still has some economic value that will be used to attract future economic development to the DOE site.

WHEREAS, the DOE injects over \$350 million annually into the joint County and City economies with valuable spin off to other businesses.

WHEREAS, the workers both former and current are experienced in the nuclear fuels cycle and familiar in the understanding of nuclear power.

WHEREAS, Paducah/McCracken is the home of excellent educational institutions such as University of Kentucky College of Engineering, Murray State University, and West Kentucky Community and Technical College.

WHEREAS, the Commonwealth of Kentucky recently established a nuclear working group to analyze the potential for a nuclear ecosystem in Kentucky.

WHEREAS, the working group concluded that there are no regulatory or policy barriers to develop of nuclear power in Kentucky.

WHEREAS, in 2011, the University of Kentucky conducted a study to obtain public input into the potential future uses of the DOE site.

WHEREAS, the study concluded that the public was most interested in reindustrialization of the site.

WHEREAS, the Paducah Area Community Reuse Organization in the recent past has successfully recycled metals and sold items provided by DOE generating revenue for reindustrialization of the region.

WHEREAS, the Paducah Chamber of Commerce was awarded a grant by DOE to analyze and develop a road map for future reindustrialization of the DOE site in McCracken County.

WHEREAS, the community is dedicated to reindustrialization of the site including clean energy and advanced nuclear technologies as a source for potential economic development for the future of the site.

NOW, THEREFORE, BE IT RESOLVED THAT: the Paducah City Commission, does hereby affirm its wholehearted support, endorsement, and assistance to the future reindustrialization of the DOE site and hereby establishes our community as nuclear-ready eager to welcome nuclear power development or other forms of nuclear economic development to our region.

George P. Bray, Mayor

ATTEST:

Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, January 23, 2024
Recorded by Lindsay Parish, January 23, 2024
\\resoln\\Nuclear Ready – Reindustrialize US DOE Site

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Approve the Sports Tourism Commission Recommendation for the Paducah Sports Park - **A.**
CLARK & D. JORDAN

Category: Municipal Order

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

Background Information: Approve 95% construction documents for Paducah Sports Park and authorize PFGW to advertise a Request for Bids for construction once 100% construction documents are complete.

Architect Jeff Canter with PFGW, and Chair Jim Dudley with the Sports Tourism Commission, presented 95% construction documents to the Board of Commissioners on January 9, 2024. Interlocal Cooperation Agreement 2022 - Section 1.5 - Upon the Sport Commission's approval of the proposed final plans and drawings for the Athletic Complex, the Sports Commission will present the plans and drawings along with the bid packages for the associated Construction Work and a list of approved bidders to the City and County for consideration. City and County shall have twenty (20) business days thereafter in which to either approve or disapprove the proposed construction plans. If the City or County, or both, fail to timely approve the proposed Construction plans, the parties will diligently work to make revisions to the construction plans such that they will be acceptable to all parties. If revised construction plans are not approved by all parties within 60 business days from the date on which the original plans were presented, this agreement shall be terminated unless the parties agree to an extension of the termination date.

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

If yes, please list the Commission Priority: Paducah Sports Park Project

Communications Plan:

Funds Available: Account Name:
Account Number:

Staff Recommendation:

Attachments:

1. MO Paducah Sports Park Construction Document Approval

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Solid Waste Fee Changes - **C. YARBER**

Category: Municipal Order

Staff Work
By: Chris
Yarber
Presentation
By: Chris
Yarber

Background Information: During the January 9, 2024 commission meeting, staff recommended rates associated with solid waste collection/operation fees. These increases are necessary due to increased operational costs as presented previously. The rate changes will be effective July 1, 2024.

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 above-mentioned fee increases effective July 1, 2024.

Attachments:

1. Rate Restructuring Fee Schedule

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Approve Contract Extension for Dog Park Construction project - A. CLARK

Category: Municipal Order

Staff Work
By: Amie Clark
Presentation
By: Amie Clark

Background Information: On November 28, 2023, the Board of Commissioners authorized a contractual agreement with Evrard Company Incorporated for the construction of Dog Parks to be located in Noble Park.

The Notice to proceed was issued December 7, 2023, and work began on December 15, 2023. Since that time, the crews have been unable to work several days due to weather and wet conditions at the site. Due to weather delays the contractor has requested an addition of 30 calendar days for substantial completion for a new substantial completion date of March 6, 2024.

Additionally, the contractor has been made aware of manufacturer production and delivery delays for the two shelters to be installed at the small and large dog park. Due to these delays and based on the anticipated ship date of the shelters, the contractor has requested that the installation of the two shelters be removed from consideration of liquidated damages until after the new final completion date of April 5, 2024.

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

If yes, please list the Commission Priority:

Communications Plan:

Funds Available: Account Name: Dog Park Project

Account Number: PA0132

Staff Recommendation: Approve.

Attachments:

1. MO contract modification 1 – Evrard Dog Parks
2. 2002A - Dog Park Relocation - Construction RFP Letter 01 REVISED - 20240122

Agenda Action Form

Paducah City Commission

Meeting Date: January 23, 2024

Short Title: Acceptance of Woodland Property on Pines, LLC Subdivision - **M. TOWNSEND**

Category: Ordinance

Staff Work By: Melanie
Townsend, Josh Sommer
Presentation By: Melanie
Townsend

Background Information: The final plat of subdivision, the subdivision roadway plans, and the stormwater management plan submitted for the Woodland Property on Pines, LLC Subdivision have been reviewed and approved, as noted by a letter dated August 1, 2023, by the Engineering Department. The aforementioned letter was mailed to the engineer of record and owner on August 1, 2023. On September 7, 2023, the Paducah Planning Commission adopted a Resolution approving the final plat of the Woodland Property on Pines, LLC Subdivision. The City Engineer required \$350,000 to be submitted as surety for completing the public improvements. On December 29, 2023, Woodland Property on Pines, LLC, provided an Irrevocable Letter of Credit #402 issued by FNB Bank, Inc. for \$350,000 for completion of the subdivision public improvements pursuant to City of Paducah Ordinances.

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: To adopt an Ordinance authorizing the Mayor to execute the Final Plat of Subdivision for the Woodland Property on Pines, LLC Subdivision, to accept the Irrevocable Letter of Credit as surety for completion of the public improvements for \$350,000 and to accept the dedication of the public right of way and easements as shown on said Final Plat

Attachments:

1. ORD subd- Woodland Property on Pines, LLC, 3315 Pines Road
2. Woodland Properties on Pine_Planning Resolution_9.7.23
3. Final Subdivision Plat
4. Woodland Properties_LOC_350000_12.29.23
5. Subdivision Plans Review Letter - Woodland Properties on Pines