



**CITY COMMISSION MEETING
AGENDA FOR JULY 9, 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

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 June 25, 2024, Board of Commissioners Meeting
	B.	Receive & File Documents
	C.	Appointment of Jewel Jones to the Paducah Code Enforcement Board
	D.	Appointment of Katie Flowers, Fowler Black, Mary Katherine Dossett, Colleen Stovesand, Misty Freeman and Dee Gregory to the Civic Beautification Board
	E.	Personnel Actions
	F.	Declaration of Trust and Trust Partnership Agreement for the Kentucky League of Cities Worker's Compensation Trust - S. WILCOX
	G.	Trust Participation Agreement - Kentucky League of Cities Insurance Services - General Insurance Trust - S. WILCOX
	H.	Authorize the Mayor to execute a contract with Trace3 for the purchase of hardware and software to virtualize E911 servers for an amount not to exceed \$130,000 - E. STUBER
	II.	<u>MUNICIPAL ORDER(S)</u>

		A.	Approve Tower Lease with SBA Towers X, LLC for 911 Radio Upgrade - B. LAIRD
	III.	<u>ORDINANCE(S) - ADOPTION</u>	
		A.	Approve Section 8 Housing Choice Voucher Program FY25 Budget - LASICA McEWEN
	IV.	<u>ORDINANCE(S) - INTRODUCTION</u>	
		A.	Approve an Amendment to Ordinance 2019-11-8600 to Add an IVR Service for optional Credit Card and ACH Payments - S. MILLAY & E. SHAW
		B.	Authorize a Natural Gas Franchise Agreement between the City of Paducah and Atmos Energy - L. PARISH
		C.	Approve the closing of 78,335 Square Feet Between 2600 & 2621 Husbands Road and 2730 Husbands Road and 2585 John Puryear Dr and 185,805 Square Feet Between 2600 & 2630 John Puryear Drive and the City of Paducah's Floodwall Levee - 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: July 9, 2024

Short Title: Declaration of Trust and Trust Partnership Agreement for the Kentucky League of Cities
Worker's Compensation Trust - **S. WILCOX**

Category: Municipal Order

Staff Work
By: Stefanie
Wilcox
Presentation
By: Stefanie
Wilcox

Background Information: Insurance regulations as they pertain to self-insured associations require pool members to execute a participation agreement annually. These agreements were signed when the City first became a member of the Kentucky League of Cities insurance pool, and the annual re-signing does not change any of the provisions contained in those original agreements.

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 and sign the KLC Worker's Comp Trust Agreement for FY25.

Attachments:

1. MO - agree – Declaration of Trust & Trust Participation WC - KLC FY2025
2. KLC Workmens Comp Trust Agreement FY2025

Agenda Action Form Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Trust Participation Agreement - Kentucky League of Cities Insurance Services - General Insurance Trust - **S. WILCOX**

Category: Municipal Order

Staff Work
By: Stefanie
Wilcox
Presentation
By: Stefanie
Wilcox

Background Information: Insurance regulations as they pertain to self-insured associations require pool members to execute a participation agreement annually. These agreements were signed when the City first became a member of the Kentucky League of Cities insurance pool, and the annual re-signing does not change any of the provisions contained in those original agreements. This agreement pertains to property, liability, and auto insurance coverage.

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 and sign the KLC Trust Participation Agreement for FY25.

Attachments:

1. MO - agree – Declaration of Trust & Trust Participation – General Ins. KLC FY2025
2. KLC General Insurance Trust FY2025

Agenda Action Form

Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Authorize the Mayor to execute a contract with Trace3 for the purchase of hardware and software to virtualize E911 servers for an amount not to exceed \$130,000 - **E. STUBER**

Category: Municipal Order

Staff Work
By: Eric Stuber
Presentation
By: Eric Stuber

Background Information: Tyler NewWorld Public Safety was implemented for E911 Communication Services in 2018. The decision was made at that time to host this service on premise in the Technology Department's Network Operations Center utilizing Dell hardware in a virtual server environment. This hardware runs the Computer Aided Dispatch component of E911 which provides dispatch and routing software in each police, sheriff, and fire department vehicle. In addition, it provides reporting for E911, Paducah Police Department, and Paducah Fire Department. It is comprised of 12 virtual servers that operate a test and production environment.

That hardware is now no longer supported by Dell and needs to be replaced and upgraded. Given that the City implemented a new virtualization environment in fiscal year 2024, it would save E911 a considerable amount of money to add capacity to that system as opposed to replacing the entire Dell hardware. In addition, it will allow for increased fault tolerance, faster performance, load balancing, disaster recovery options, and consolidated maintenance.

This additional equipment will be purchased through Trace3 on the same NASPO ValuePoint Kentucky State contract MA 758 2100000767 that is valid until September 30 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: E911 Computer/Tech Supplies

Account Number: 2000-40-4001-PS-00000-00000-535050

Staff Recommendation: Authorize the Mayor to execute a contract with Trace3 for the purchase of hardware and software to virtualize E911 servers in an amount not to exceed \$130,000

Attachments:

1. MO Trace3 E911 Servers

Agenda Action Form

Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Approve Tower Lease with SBA Towers X, LLC for 911 Radio Upgrade - **B. LAIRD**

Category: Municipal Order

Staff Work By: Anthony Copeland, Brian
Laird, Ariana Kitty
Presentation By: Brian Laird

Background Information: Part of the 911 radio upgrade project includes the addition of more tower locations to meet coverage standards. The SBA tower located at 672 Sheehan Bridge Road is one of two tower locations identified for the project that require lease agreements. Staff and our consultant, Federal Engineering, have negotiated this lease agreement with SBA. The agreement has also been reviewed by the City Attorney.

The lease agreement is for an initial term of 10 years, with the option to automatically renew for four (4) additional terms of five (5) years each. Rent will be \$3,000/month for the first year with an annual increase of 5%. The cost of this lease has been included in the 911 budget.

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

If yes, please list the Commission Priority: 911 Upgrade

Communications Plan:

Funds Available: Account Name: Communications Equipment Maintenance

Account Number: 20004001 522060

Staff Recommendation: Approve lease agreement

Attachments:

1. MO Lease - SBA Towers X, LLC - 911
2. KY22444-A-04

Agenda Action Form

Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Approve Section 8 Housing Choice Voucher Program FY25 Budget - **LASICA McEWEN**

Category: Ordinance

Staff Work
By: Lasica
McEwen
Presentation
By: Lasica
McEwen

Background Information: Pursuant to 24 CFR § 990.315 the Section 8 Housing Choice Voucher Program is required to submit approval of its annual operating budget to the US Department of Housing and Urban Development (HUD). The City Commission is the approving authority for the Section 8 budget. This action approves the annual operation budget for the Section 8 Housing Choice Voucher Program for Fiscal Year 2025 as attached.

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 Section 8 Budget FY 24-25
2. Resolution 892-24 Section 8 (003)

Agenda Action Form

Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Approve an Amendment to Ordinance 2019-11-8600 to Add an IVR Service for optional Credit Card and ACH Payments - **S. MILLAY & E. SHAW**

Category: Ordinance

Staff Work By: Stephanie Millay,
Emma Shaw
Presentation By: Stephanie
Millay , Emma Shaw

Background Information: The City of Paducah implemented Tyler Payments in April 2024 for credit card and ACH payments which gave Finance the option to offer IVR services. This is a feature where citizens can call an 888 number and pay their bill over the phone with card/check. Services will be offered in English and Spanish and accommodate real estate and tangible property tax bills. Tyler Payments reserves the right to change fees with a 30-day notice so we are requesting fee approval to not exceed \$1.50 limit per transaction. IVR fees are in addition to the e-check and card processing fees. Current fees for use of this service are \$0.50 per transaction. This action amends Ordinance No. 2019-11-8600 to add the IVR service fee in an amount not to exceed \$1.50 per transaction.

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

If yes, please list the Commission Priority: Operations Efficiencies – By implementing this payment feature citizens have the capability to pay their bill over the phone which frees up Revenue staff by decreasing data entry time.

Revenue Equity - This work time can be reallocated towards compliance, audit, and enforcement of occupational licenses.

Communications Plan: IVR phone numbers and payment instructions will be printed on the 2024 bills. In addition, we will ask Pam to include this feature in her tax bill media release.

Funds Available: Account Name:
Account Number:

Staff Recommendation: Approval.

Attachments:

1. ORD Credit Card Fee Implementation - IVR Fees 2024
2. 2019-11-8600

Agenda Action Form

Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Authorize a Natural Gas Franchise Agreement between the City of Paducah and Atmos Energy
- L. PARISH

Category: Ordinance

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

Background Information: The Constitution of the Commonwealth of Kentucky, Sections 163 and 164, and Chapter 96 of KRS 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. On February 27, 2024, the City Commission passed ordinance 2024-02-8804 authorizing a natural gas franchise to be created in the City of Paducah. On March 22, 2024, the City of Paducah ran an advertisement the local newspaper requesting proposals for a non-exclusive natural gas franchise. On May 21, 2024, the City opened one proposal from Atmos Energy. After review, City staff is recommending approval of the natural gas franchise. This action approves a 20-year non-exclusive natural gas franchise with Atmos Energy in accordance with the City's Natural Gas Franchise Ordinance. The franchise is granted in consideration of a sum equal to two percent (2%) of the franchisee's revenues.

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: Approval.

Attachments:

1. ORD Atmos Energy Franchise Ordinance & Agreement
2. Bid Documents - Atmos Energy

Agenda Action Form

Paducah City Commission

Meeting Date: July 9, 2024

Short Title: Approve the closing of 78,335 Square Feet Between 2600 & 2621 Husbands Road and 2730 Husbands Road and 2585 John Puryear Dr and 185,805 Square Feet Between 2600 & 2630 John Puryear Drive and the City of Paducah's Floodwall Levee - **M. TOWNSEND**

Category: Ordinance

Staff Work
By: Melanie
Townsend
Presentation
By: Melanie
Townsend

Background Information: The following property owners have submitted a request to close: 78,335 Square Feet Between 2600 & 2621 Husbands Road and 2730 Husbands Road and 2585 John Puryear Dr and 185,805 Square Feet Between 2600 & 2630 John Puryear Drive and the City of Paducah's Floodwall Levee.

Sheila Lutz
David & Donna Henson
Michael & Sonia Gonzalez Langevin
Dewey & Georgia Gough
Stanley & Cindy McDonald
Bill Wurtman

This property is located solely within McCracken County and no longer serves as access to the City of Paducah's Floodwall Levee.

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 closure of 78,335 Square Feet Between 2600 & 2621 Husbands Road and 2730 Husbands Road and 2585 John Puryear Dr and 185,805 Square Feet Between 2600 & 2630 John Puryear Drive and the City of Paducah's Floodwall Levee and authorizing the Mayor to execute the closure plat and all necessary documents to complete the transfer of property to the adjacent property owners.

Attachments:

1. ORD - Husbands Road and John Puryear Drive - Floodwall Levee
2. FW ROW_Husbands Rd_John Puryear_final plat
3. FW ROW_Husbands Rd_John Puryear_application