



Amended 7-7-2025

**CITY COMMISSION MEETING  
AGENDA FOR JULY 8, 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**

**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 June 24, 2025, Board of Commissioners Meeting
	B.	Receive & File Documents
	C.	Reappointment of Kimberly Yates and Irhonda Lovelace to the Paducah Human Rights Commission
	D.	Personnel Actions
	E.	Approve Contract Modification #3 to the Professional Services Contract with HDR, Inc. for the Paducah Riverfront Infrastructure Improvement Project (BUILD Grant) for \$287,100.00 - <b>G. GUEBERT</b>
	F.	Authorize the Mayor to execute a contract between the City of Paducah and Rightway Janitorial Services for janitorial services in parks and public restroom facilities - <b>A. CLARK</b>
	G.	Authorize the Mayor to execute a contractual agreement with Paxton Park Golf Board for operational subsidy in the amount of \$100,000.00 for FY2026 - <b>A. CLARK</b>
	H.	Authorize the City Manager to release a Request for Proposals for repairs to the sewer line at the Transient Boat Dock - <b>A. CLARK</b>

		I.	Accept proposed premiums from the Kentucky League of Cities for Workers' Compensation, Liability Insurance, and Property Insurance Coverage for a total amount of \$1,239,144.92 - <b>S. WILCOX</b>
		J.	Approve expenditure in the amount of \$40,508.55 for AXON contract for the Fire Department - <b>S. KYLE</b>
		K.	Authorize a Contract in the amount of \$168,915.00 with Minter Roofing Co., Inc. for the roof and gutter replacement of the Public Works building - <b>C. YARBER</b>
		L.	Purchase of Rollout Containers, Lids, & Replacement Parts from Toter, Inc in an amount not to exceed \$200,000 - <b>C. YARBER</b>
	<b>II.</b>	<b><u>MUNICIPAL ORDER(S)</u></b>	
		A.	Contract renewal and expansion for Flock Safety Licence Plate Readers - <b>B. LAIRD</b>
		B.	Approve a Commitment of Financial Support for the Construction of a Spec Building - <b>D. JORDAN</b>
		C.	<u>Final Determination Relating to the Employee Concern Presented by Matthew Meiser in accordance with Paducah Policy HR-43</u> - <b>G. BRAY</b>
	<b>III.</b>	<b><u>ORDINANCE(S) - INTRODUCTION</u></b>	
		A.	Consensual annexation of 1541 Olivet Church Road and 6615 Blandville Road - <b>J. FOWLER-SOMMER</b>
	<b>IV.</b>	<b><u>DISCUSSION</u></b>	
		A.	Solid Waste Presentation - <b>C. YARBER</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: July 8, 2025

**Short Title:** Approve Contract Modification #3 to the Professional Services Contract with HDR, Inc. for the Paducah Riverfront Infrastructure Improvement Project (BUILD Grant) for \$287,100.00 - **G. GUEBERT**

**Category:** Municipal Order

Staff Work By: Melanie  
Townsend  
Presentation By: Greg Guebert

**Background Information:** Background Information: Summary: The project scope will be expanded to include the review and preparation of new engineering drawings for the redesign of the pier to incorporate cost-saving concepts negotiated with Jim Smith Contracting.

Background: On March 22, 2022, Ordinance 2022-03-8725 was approved by the Paducah Board of Commissioners, authorizing a professional services contract with HDR, Inc. for \$2,039,500.00.

On June 25, 2024, Municipal Order No. 2911 approved Contract Modification No. 1 for \$40,000.00 for a Supplemental Archaeology survey and other out-of-scope work required by MARAD.

On Tuesday, July 16, 2024, the City of Paducah Engineering Department opened sealed bids for the construction portion of the Paducah Riverfront Infrastructure Improvement Project. Jim Smith Contracting, Inc. (JSC) submitted the only bid, which was over the funding available for the project.

On August 27, 2024, Municipal Order 2953 approved Contract Modification No. 2 for \$30,000 for additional scope to provide additional professional services during negotiations with JSC.

After negotiations with JSC to determine a cost-saving redesign, additional professional services are needed to review and prepare new engineering drawings for the redesigned pier, out-of-scope items, and clarifications on the project.

<b>Task</b>	<b>Original Total</b>	<b>New Total</b>	<b>Difference</b>
Task 1: Proj Mgmt	\$149,700	\$299,100	\$149,400
Task 8: Excursion Plaza	\$67,200	\$139,200	\$72,000
Task 13: Grant Compliance	\$37,500	\$80,700	\$43,000
Task 15: Construction Admin	\$510,000	\$532,500	<u>\$22,500</u>
<b>TOTAL</b>			<b>\$287,100</b>

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: BUILD grant

Account Number: DT0051

**Staff Recommendation:** Authorize and direct the Mayor to accept and execute Contract Modification #3 and any associated documents. This authorization increases HDR's contract by \$287,100.00. The approval of the contract amendment will increase the total contract amount from \$2,109,500.00 to a Not To Exceed fee of \$2,396,600.00.

**Attachments:**

1. MO - contract modification 3 BUILD Grant – HDR, Inc.
2. CM 3\_Paducah Riverfront

# Agenda Action Form

## Paducah City Commission

Meeting Date: July 8, 2025

Short Title: Authorize the Mayor to execute a contract between the City of Paducah and Rightway Janitorial Services for janitorial services in parks and public restroom facilities - **A. CLARK**

Category: Municipal Order

Staff Work  
By: Amie Clark  
Presentation  
By: Amie Clark

**Background Information:** On April 26, the City released a Request for Proposals for custodial services for public restroom facilities in City parks with a submission deadline of May 14. On June 17, the City issued a Written Determination to reject all proposals pursuant to KRS 45A.380 due to proposals being over the allocated budget amount, and to enter into competitive negotiations with the single proposer to determine if the price for custodial services can be reduced to an amount within budget.

On June 24, the City met with the single proposer, Rightway Janitorial and reached an agreement for custodial services effective August 1, 2025, through June 30, 2026, with one (1) two (2) year renewal option upon agreement by both parties. Contractual agreement for services in the amount not to exceed \$70,000 for FY2026, and are as follows:

- One-Time per day Daily Cleaning Services in the amount of \$165 per day
- Two-Times per day Daily Cleaning Services, as requested, and specified herein in the amount of \$300 per day
- One-Time per day Daily Cleaning Services on Holidays in the amount of \$330 per day
- City-Sponsored Special Events in the amount of \$35 per hour
- Call-In Services (Must report for duty to qualify) in the amount of \$35 per hour
- Reservation Facilities, as requested, and specified herein in the amount as follows:
  1. Picnic Shelters - \$25 per day
  2. Anna Baumer Bldg - \$35 per day
  3. Arts and Crafts - \$35 per day
  4. Robert Cherry Civic Center - \$65 per day

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: Operations

Account Number: 1000 2402 523070

Staff Recommendation: Approve

**Attachments:**

1. MO - custodial services parks – Rightway 2025
2. JANITORIAL SERVICES AGREEMENT 063025
3. Written Determination

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 8, 2025

**Short Title:** Authorize the Mayor to execute a contractual agreement with Paxton Park Golf Board for operational subsidy in the amount of \$100,000.00 for FY2026 - **A. CLARK**

**Category:** Municipal Order

Staff Work By: Amie Clark  
Presentation By: Amie Clark

**Background Information:** This action approves a contract with Paxton Park Golf Board in the amount of \$100,000 for facility operations. The term of this contract shall begin July 1, 2025, and shall expire June 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: Investment Fund

Account Number: 24000401 580110

**Staff Recommendation:** Approve.

**Attachments:**

1. MO - contract-Paxton Park FY2026
2. 2025 Paxton Park Contract For Services and Invoice

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 8, 2025

**Short Title:** Authorize the City Manager to release a Request for Proposals for repairs to the sewer line at the Transient Boat Dock - **A. CLARK**

**Category:** Motion

Staff Work By: Amie Clark  
Presentation By: Amie Clark

**Background Information:** Authorize the City Manager to release a Request for Proposals for repairs to the sewer line at the Transient Boat Dock.

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

If yes, please list the Commission Priority: Facility Improvements

**Communications Plan:**

**Funds Available:** Account Name: Transient Boat Dock

Account Number: 53002406 533050

**Staff Recommendation:** Approve

**Attachments:**

1. MO - RFP – Transient Boat Dock – sewer line repair



# Agenda Action Form

## Paducah City Commission

Meeting Date: July 8, 2025

**Short Title:** Accept proposed premiums from the Kentucky League of Cities for Workers' Compensation, Liability Insurance, and Property Insurance Coverage for a total amount of \$1,239,144.92 - **S. WILCOX**

**Category:** Municipal Order

Staff Work By: Stefanie Wilcox,  
Jeremy Leidecker  
Presentation By: Stefanie Wilcox

**Background Information:** Each year, the City of Paducah receives from the Kentucky League of Cities (KLC) the invoices for payment to cover the above-mentioned areas. Total fiscal year 2025 - 2026 (FY2026) premiums are for the following: (1) Worker's Compensation \$307,503.03, (2) Liability Insurance \$739,367.19, (3) Property Insurance Coverage \$192,274.70. The Health Department to reimburse \$4,046.87 for property expenses associated with coverage of the Health Department. Paxton Park Golf Course to reimburse \$5,670.63 for property expenses associated with the Golf Course. After careful review, all deductible and liability limits will remain the same from last year.

**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:** Recommend to continue with the Kentucky League of Cities for property, liability, and worker's compensation insurance coverage.

**Attachments:**

1. MO - insurance - KLC fy2026
2. FY26 KLC Invoices

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 8, 2025

Short Title: Approve expenditure in the amount of \$40,508.55 for AXON contract for the Fire Department  
- **S. KYLE**

Category: Municipal Order

Staff Work  
By: Steve Kyle  
Presentation  
By: Steve Kyle

Background Information: The fire department has body worn and fleet cameras deployed across the department. The amount of the expenditure for FY26 contract cycle which is \$40,508.55 and requires commission approval for disbursement. This contract increased from the FY25 contract due to the addition of an additional vehicle having cameras installed.

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

If yes, please list the Commission Priority:

Communications Plan:

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

Account Number: 10001803-522020  
10001801-522020

Staff Recommendation: Approve expenditure for disbursement

Attachments:

1. MO agree – Axon Enterprises – Fire Dept Cameras 2025
2. AXON PaducahFire\_Amendment(1)Fleet(5)Camera\_Q679414-45736.509SA
3. AXON PaducahFire\_BWCRenewal\_Q-563421-45373.582SA
4. AXON PaducahFire\_Fleet\_Q-501762-45373.582SA

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 8, 2025

**Short Title:** Authorize a Contract in the amount of \$168,915.00 with Minter Roofing Co., Inc. for the roof and gutter replacement of the Public Works building - **C. YARBER**

**Category:** Municipal Order

Staff Work By: Chris Ferrell,  
Marcey Simmons  
Presentation By: Chris Yarber

**Background Information:** On Wednesday, June 18, 2025, sealed bids were opened for the Public Works roof and gutter replacement project. Four bids were received, with Minter Roofing Co., Inc. submitting the lowest responsive evaluated bid in accordance with the specifications of option 2, at a price of \$168,915.00.

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

If yes, please list the Commission Priority: City Facilities - Continuous Improvement

**Communications Plan:**

**Funds Available:** Account Name: Facilities Maintenance

Account Number: PF0070

**Staff Recommendation:** For a Municipal Order allowing the Mayor to authorize a Contract with Minter Roofing Co., Inc for the Public Works roof and gutter replacement project in accordance with the specifications for option 2, at the price of \$168,915.00.

**Attachments:**

1. MO - Minter Roofing – Public Works Building
2. Bid Tab - Public Works roof and gutter
3. Bid Packet - Public Works - roof and gutter
4. Minter Roofing proposal

# Agenda Action Form

## Paducah City Commission

Meeting Date: July 8, 2025

Short Title: Purchase of Rollout Containers, Lids, & Replacement Parts from Toter, Inc in an amount not to exceed \$200,000 - **C. YARBER**

Category: Municipal Order

Staff Work  
By: Latrisha  
Pryor  
Presentation  
By: Chris  
Yarber

**Background Information:** Equipment available under National Intergovernmental Purchasing Alliance (IPA) Contract Number 171717, therefore, competitive bidding is not required. Thus, requesting authorization be given to allow purchases not to exceed \$200,000 for rollout containers, lids, and additional replacement parts from Toter, Inc., throughout FY2026 for the Solid Waste Division.

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: Solid Waste Fund - Equipment Other

Account Number: 50002209 - 542190

**Staff Recommendation:** That the City of Paducah hereby authorizes the execution of the Master Intergovernmental Cooperative Purchasing Agreement with Omnia Partners (National Intergovernmental Purchasing Alliance). Further, the Finance Director is authorized to make payment to Toter, Inc. for the purchase of rollout containers, lids, and replacement parts for the 2025-2026 fiscal year, in an amount not to exceed \$200,000, and authorizes the Mayor to execute all documents related to same. These containers and accessories will be used by customers within the City limits of Paducah, served by the Solid Waste Division, Public Works Department. This purchase is made in compliance with the National Intergovernmental Purchase Alliance (IPA) Contract Number 171717.

**Attachments:**

1. MO - refuse-rollout containers FY2026

# Agenda Action Form

## Paducah City Commission

Meeting Date: July 8, 2025

Short Title: Contract renewal and expansion for Flock Safety Licence Plate Readers - **B. LAIRD**

Category: Municipal Order

Staff Work By: Brian Laird,  
William Hodges  
Presentation By: Brian  
Laird

**Background Information:** License Plate Reader (LPR) technology has become a crucial tool for law enforcement by enhancing public safety and facilitating more efficient policing. LPR systems are automated cameras and software that scan and capture images of license plates. The information is then processed to provide valuable data for police officers. LPR systems help officers more quickly identify and track vehicles associated with Amber Alerts and missing persons, identify and recover stolen vehicles, and locate wanted persons. They also serve as a crime prevention tool by identifying vehicles associated with criminal behavior.

The LPR systems have proven themselves to be effective by helping officers solve and prevent crimes, recovering stolen vehicles and locating wanted persons. The police department currently uses 21 LPR Systems and would like to expand the program to add 11 systems.

This new contract is a two-year renewal for the existing cameras (\$66,250/yr) and the additional cameras (\$35,000). The annual contract price will be \$101,250 for 32 license plate reader systems.

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: Computer Software Maintenance

Account Number: 10001601-522020

Staff Recommendation:

Attachments:

1. MO agree – Flock Safety – LPR – PD 2025
2. Paducah Renewal and Expansion
3. Flock-non-competitive purchase

# **Agenda Action Form**

## **Paducah City Commission**

Meeting Date: July 8, 2025

**Short Title:** Approve a Commitment of Financial Support for the Construction of a Spec Building - **D. JORDAN**

**Category:** Municipal Order

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

**Background Information:** The Kentucky legislature, through the Kentucky Cabinet for Economic Development, has allocated funding to support local economic growth by assisting communities with product development, including speculative buildings, site work, utilities, and infrastructure.

Greater Paducah Economic Development (GPED) has applied for and received a \$2 million grant—the maximum eligible award—to construct a speculative building in the City of Paducah. A professional real estate developer has estimated the total project cost to be between \$6.2 million and \$7.6 million, with GPED projecting a final cost not to exceed \$8 million. Approximately \$6 million in additional funding will be needed. This action commits the City's support to cover 100% of the additional necessary funding, up to \$6 million, for the construction of the speculative building. Upon the sale of the spec building, it is anticipated that the City will be reimbursed for its investment from the sale proceeds. This investment aims to enhance economic development opportunities in Paducah by attracting new businesses and job growth.

This action supersedes Municipal Order No. 3029.

**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 - GPED Spec Building Funding Intent 2025

# **Agenda Action Form Paducah City Commission**

Meeting Date: July 8, 2025

Short Title: Consensual annexation of 1541 Olivet Church Road and 6615 Blandville Road - **J. FOWLER-SOMMER**

Category: Ordinance

Staff Work By: Joshua P.  
Fowler-Sommer

Presentation By: Joshua P.  
Fowler-Sommer

**Background Information:** The property owners, Mr. Darren Hack, Mrs. Kelly Hack and Mr. Dustin Hawkins, have requested consensual annexation into the City of Paducah. The total area proposed to be annexed is 2.57 acres, which includes a real estate business and a vacant parcel. The property owners have further requested an R-4 (High Density Residential) Zoning classification to be assigned from the Paducah Planning Commission. Notice of the annexation was sent to the McCracken County Fiscal Court on June 23, 2025.

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

If yes, please list the Commission Priority: Growth

Communications Plan:

Funds Available: Account Name:  
Account Number:

Staff Recommendation: Approval

Attachments:

1. ORD - Annex – Consensual 1541 Olivet Church Road and 6615 Blandville Road
2. Final Annexation Plat
3. PROPERTY DESCRIPTION
4. Signed Fiscal Court letter
5. Annexation request letter (1)
6. Kelly Hack approval.oft
7. Dustin Hawkins approval