



**SPECIAL CALLED CITY COMMISSION MEETING  
AGENDA FOR OCTOBER 2, 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**

**DELETIONS**

**PROCLAMATION** Declaring October 2025 City Government Month

**PRESENTATION** Retail Dog/Cat Sales - Todd Blevins, Kentucky State Director - State Affairs - Humane World for Animals

**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. CONSENT AGENDA</b>	
A.	Approve Minutes for September 15, 2025 Board of Commissioners Meeting
B.	Receive & File Documents
C.	Reappointment of Jonathan Perkins and appointment of Tyler Sanderson and Bonnie Koblitz to the Tree Advisory Board
D.	Appointment of Jeffrey Neubert to the Historical & Architectural Review Commission (HARC)
E.	Appointment of Lisa Humphrey to the Board of Adjustment
F.	Appointment of Jim Chapman to the Paducah Planning Commission
G.	Personnel Actions
H.	Authorization to sign the Amendment to the Anthem Blue Cross Blue Shield Administrative Services Agreement - <b>S. WILCOX</b>

		I.	Approve purchase of P25 mobile and portable radios from Communications International. \$273,121.04 - <b>B. LAIRD</b>
		J.	Employment agreement to re-hire retired police officer Travis Counts - <b>B. LAIRD</b>
		K.	Approve contract with Motorola to re-program existing radios for the Police Department. \$237,420.22 - <b>B. LAIRD</b>
		L.	Purchase One (1) SUV for use by the Fire Department - <b>C. YARBER</b>
		M.	Fleet Maintenance Service Agreement between the City of Paducah Fleet Division and City of Wickliffe, KY - <b>C. YARBER</b>
		N.	Authorize the Acceptance of a Community Development Block Grant in the Amount of \$583,406 - <b>H. REASONS</b>
		O.	Authorize the Acceptance of a FEMA Assistance to Firefighters Grant in the Amount of \$51,818 - <b>S.KYLE</b>
	<b>II.</b>	<b><u>MUNICIPAL ORDER(S)</u></b>	
		A.	Authorize the purchase of real property located at 3047 Jackson Street from Midway Management, LLC for an amount not to exceed \$762,850. - <b>B. LAIRD</b>
	<b>III.</b>	<b><u>ORDINANCE(S) - ADOPTION</u></b>	
		A.	Approve a Ten (10) Year Non-Exclusive Cable Franchise with Ritter Communications - <b>M. SMOLEN</b>
		B.	Repeal & Replace Article IV, Chapter 34 Urban Renewal of the Code of Ordinances - <b>C. GAULT</b>
	<b>IV.</b>	<b><u>ORDINANCE(S) - INTRODUCTION</u></b>	
		A.	Amend Section 20-23 of the Code of Ordinances related to Body Piercing - <b>C. MEEKS</b>
		B.	Revisions to the City of Paducah Remote Worker Incentive Program - <b>N. UPCHURCH</b>
		C.	Budget Amendment for CDBG Grant for Entitlement Community Funds - <b>A. KYLE</b>
	<b>V.</b>	<b><u>DISCUSSION</u></b>	
		A.	911 Radio Project Update - <b>B. LAIRD</b>
	<b>VI.</b>	<b><u>COMMENTS</u></b>	

		A.	Comments from the City Manager
		B.	Comments from the Board of Commissioners
	<b>VII.</b>	<b><u>EXECUTIVE SESSION</u></b>	

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Authorization to sign the Amendment to the Anthem Blue Cross Blue Shield Administrative Services Agreement - **S. WILCOX**

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

Background Information: This Amendment is made part of the Administrative Services Agreement with Anthem Health Plans of Kentucky and is effective January 1, 2025. The Amendment replaces the Pharmacy Benefits Administrative Services Schedules for increased discounts on prescription drug coverage.

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: Authorize the Mayor to sign and accept the Amendment updating the Pharmacy Benefits Administrative Services Schedules.

Attachments:

1. MO - Amendment Anthem BCBS Administrative Services Agreement
2. 09 2025 Updated Anthem ASO Agreement

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Approve purchase of P25 mobile and portable radios from Communications International.  
\$273,121.04 - **B. LAIRD**

**Category:** Municipal Order

**Staff Work By:** William Hodges, Ariana  
Kitty, Brian Laird  
**Presentation By:** Brian Laird

**Background Information:** This radio purchase will provide new radio hardware for the Parks Department, Engineering Department, and Public Works. These radios are necessary for communication on the new radio system that is being installed. The pricing was previously negotiated and approved by the City and County under contract 2023-1 with Communications International.

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

**If yes, please list the Commission Priority:** Commission Priorities List

**Communications Plan:**

**Funds Available:** Account Name: Other Contractual Service

Account Number: EQ0036-000-70000-70008

**Staff Recommendation:** Approve the purchase

**Attachments:**

1. MO - agree – Communications International – Parks, Engineering and Public Works
2. Paducah Add on Radios Rev E - 8-12-25 parks-engineering-etc PD purchase

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Employment agreement to re-hire retired police officer Travis Counts - **B. LAIRD**

Category: Municipal Order

Staff Work By: Brian  
Laird, Jordan Murphy  
Presentation By: Brian  
Laird

**Background Information:** Travis Counts worked as a police officer for the Paducah Police Department from 2001-2025. He retired in good standing and is eligible for rehire. Kentucky Revised Statutes allow for the re-hire of retired police officers and the Kentucky Retirement System requires an annual contract for retired police officers to return to work. Upon re-hire under a contract, the City is not required to pay into the pension system for the employee and does not pay for health insurance.

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 agreement

Attachments:

1. MO - agree-employment – Travis Counts – PD
2. Travis Counts Employee Agreement 2025

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Approve contract with Motorola to re-program existing radios for the Police Department.

**\$237,420.22 - B. LAIRD**

**Category:** Municipal Order

**Staff Work By:** Ariana Kitty, William  
Hodges, Brian Laird

**Presentation By:** Brian Laird

**Background Information:** This flash programming will update existing Police APX4000 and APX4500 radios to operate on the new P25 radio system. This programming is necessary for existing Motorola radios to operate on the L3Harris radio system while eliminating the need to purchase brand-new portable and mobile radios for the police department.

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

**If yes, please list the Commission Priority:** Commission Priorities List

**Communications Plan:**

**Funds Available:** Account Name: Other Contractual Service

Account Number: EQ0036-000-70000-70008

**Staff Recommendation:** Approve the contract

**Attachments:**

1. MO - agree -Motorola - PD
2. PaducahPD\_QUOTE-3311355-1PhaseIIAPX4000
3. PaducahPD\_QUOTE-3311435-1PhaseIIAPX4500Mobile

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Purchase One (1) SUV for use by the Fire Department - **C. YARBER**

**Category:** Municipal Order

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

**Background Information:** On August 28, 2025 sealed written bids were opened for the purchase of One (1) SUV to be used by the Fire Department. One bid was received. Linwood Motors was the responsive and responsible bidder in accordance with the specifications at a price of \$43,902.00.

**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: Fleet Lease Trust Fund

Account Number: 71000210 540050

**Staff Recommendation:** To receive and file the bid and adopt a Municipal Order authorizing the Mayor to execute an agreement with Linwood Motors for the Purchase of One (1) SUV for use by the Fire Department in accordance with the specifications in the amount of \$43,902.00.

**Attachments:**

1. MO - Linwood Motors - Fire SUV
2. 00020 - Invitation to Bid
3. Bid Tab -One (1) SUV - Fire Dept
4. Spec Pick Up List
5. LINWOOD BID
6. 0050 - Agreement\_proposed\_signed



## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Fleet Maintenance Service Agreement between the City of Paducah Fleet Division and City of Wickliffe, KY - **C. YARBER**

**Category:** Municipal Order

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

**Background Information:** On September 23, 2025, 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 City of Wickliffe, KY.

**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 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, repair and preventive maintenance, pursuant to the fee schedule for the City of Wickliffe, KY.

**Attachments:**

1. MO - agree-fleet maintenance services – City of Wickliffe, Kentucky
2. City of Wickliffe\_Service Ageement

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Authorize the Acceptance of a Community Development Block Grant in the Amount of \$583,406 - **H. REASONS**

Category: Municipal Order

Staff Work  
By: Hope  
Reasons  
Presentation  
By: Hope  
Reasons

**Background Information:** On September 16, 2024, the City of Paducah received notification from the US Department of Housing and Urban Development that Paducah had been selected as an entitlement community for the purpose of Community Development Block Grant funding. The City of Paducah accepted the designation and was allocated \$583,406 in funding for the 2025-26 federal fiscal year. On August 12, 2025, the Commission approved Municipal Order 3105 to submit a 5-year Consolidated Plan to the US Department of Housing and Urban Development describing local needs and plans for allocating the funding. The Consolidated Plan was submitted and approved, and now the City has received the Grant Agreement for signature to release the funding. This action will authorize the mayor to execute any necessary additional agreements to ensure funding in future years for the life of the 5-year Consolidated Plan.

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:** Authorize the acceptance of the CDBG Grant and the Mayor to sign all documents related to same.

**Attachments:**

1. MO acceptance – CDBG Grant - \$583,406

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Authorize the Acceptance of a FEMA Assistance to Firefighters Grant in the Amount of \$51,818 - **S.KYLE**

Category: Municipal Order

Staff Work By: Chris  
Owens, Hope Reasons  
Presentation By: Steve  
Kyle

**Background Information:** The Assistance to Firefighters Grant (AFG) is an annual grant program administered by the Federal Emergency Management Agency (FEMA) that offers grant funding to fire departments across the country. The grants focus on enhancing the safety of firefighters, and therefore public, with respect to fire and fire-related hazards. The AFG program provides funding for critical training and equipment. The Paducah Fire Department has been awarded \$51,818 in federal funding for Fire Ground Survival Training and an additional prop for the training. The Fire Department will be required to contribute a 10% match in the amount of \$5,818 for a total project cost of \$57,636.

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:** Authorize the acceptance of the FEMA Assistance to Firefighters Grant and the Mayor to sign all documents related to same.

**Attachments:**

1. MO - acceptance – FEMA AFG - Fire Ground Survival Training

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Authorize the purchase of real property located at 3047 Jackson Street from Midway Management, LLC for an amount not to exceed \$762,850. - **B. LAIRD**

**Category:** Municipal Order

Staff Work By: Daron  
Jordan, Brian Laird  
Presentation By: Brian  
Laird

**Background Information:** The police department headquarters is in need of replacement and the current location does not meet the current and future needs. Property located at 3047 Jackson Street, consisting of approximately 7 1/2 -8 acres, has been identified as the best available location to re-locate and construct a new police department. With Commission approval, and under the direction of the City Manager, a broker acting on behalf of the City negotiated a per acre price for the property. On September 17, 2025, Midway Management, LLC signed a Letter of Intent to sell the property to the City for \$95,000 per acre. The exact sale price will be determined upon the completion of an accurate boundary survey.

The purchase is contingent upon acceptable results of environmental testing and other items outlined in the Letter of Intent and purchase agreement.

**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: Police Headquarters

Account Number: PO0137-000-70000-70008

**Staff Recommendation:** Approve the property purchase in an amount not to exceed \$762,850 plus all closing costs.

**Attachments:**

1. MO - prop purchase -3047 Jackson Street
2. ESCROW AGREEMENT 3047 Jackson Street
3. REAL ESTATE SALE AND PURCHASE AGREEMENT - 3047 JACKSON STREET (CITY OF PADUCAH)

## **Agenda Action Form**

### **Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Approve a Ten (10) Year Non-Exclusive Cable Franchise with Ritter Communications - **M. SMOLEN**

**Category:** Ordinance

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

**Background Information:** The proposed ordinance authorizes the City of Paducah to enter into a new Cable Franchise Agreement with Ritter Communications. This action transitions Ritter from operating under its existing Telecommunications Franchise in Chapter 108 of the City Code to a Cable Franchise governed by Chapter 22. The change updates the City's regulatory framework for Ritter, aligning its operations with the correct section of the Code for providing cable services within Paducah. Adoption of this ordinance will dissolve the prior telecommunications franchise and formally establish Ritter as a cable franchisee.

The agreement grants Ritter Communications a non-exclusive franchise for a term of ten (10) years. During this time, Ritter is authorized to construct, operate, and maintain its cable system within the City's rights-of-way. The franchise does not give Ritter exclusivity over these public spaces but does establish the City's conditions for use of them, ensuring that operations are consistent with public safety, City ordinances, and established standards of construction.

As part of the agreement, Ritter is bound to comply fully with the provisions of Chapter 22 of the Paducah Code of Ordinances, as well as the commitments made in its bid and application, which are incorporated by reference. Ritter and its successors must faithfully perform all requirements under the franchise. Importantly, the agreement requires Ritter to provide the City with engineering drawings and documentation at least 90 days before any proposed construction in City rights-of-way. These plans must be reviewed and approved in writing by the City's Engineering Department before work begins, ensuring coordination and protection of public infrastructure.

This new Cable Franchise Agreement modernizes the City's relationship with Ritter Communications by placing its services under the appropriate legal and regulatory framework. It provides clarity for the City, the company, and the public, while maintaining protections for the community through oversight of construction and adherence to local ordinances. Approval of this ordinance will complete Ritter's transition from telecommunications to cable operations under City law and secure a clear, enforceable franchise agreement for the next decade.

This ordinance also authorizes the Mayor to execute a termination agreement with Ritter Communications for their current Telecommunications franchise.

**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. ORD Ritter Cable Franchise Agreement
2. CITY-RITTER AGREEMENT TO TERMINATE TELECOMMUNICATIONS FRANCHISE
3. 9-2 RDL Franchise with Ritter - Paducah (002)

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Repeal & Replace Article IV, Chapter 34 Urban Renewal of the Code of Ordinances - C.

**GAULT**

Category: Ordinance

Staff Work  
By: Carol Gault  
Presentation  
By: Carol Gault

Background Information: A few years ago the Urban Renewal and Community Development Agency and Planning Commission were joined as two boards utilizing the same members. This action would repeal that action and separate the 2 boards each having their own members.

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. Ordinance repealing and replacing Article IV Chapter 34 Urban Renewal

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

**Short Title:** Amend Section 20-23 of the Code of Ordinances related to Body Piercing - **C. MEEKS**

**Category:** Ordinance

**Staff Work By:** Claudia Meeks, Daron Jordan

**Presentation By:** Claudia Meeks

**Background Information:** The Commonwealth of Kentucky regulates body piercing, allowing any person who has completed bloodborne pathogen training and is registered with the local health department to perform any and all body piercings.

The current Ordinance relating to body piercing below the waist prohibits this piercing unless it is performed by a physician licensed to practice medicine in Kentucky.

Because the current City's Ordinance is in conflict with Kentucky Statute, this Ordinance necessary to amend that portion of Chapter 20, Section 66-93(b) to delete the language relating to body piercing below the waist.

**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 an Ordinance amending Chapter 20, Section 20-23(b) deleting language "body piercing below the waist shall be prohibited unless performed by a physician licensed to practice medicine in the State."

**Attachments:**

1. ORD 20 – Amend to delete language - body piercing below the waist



## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Revisions to the City of Paducah Remote Worker Incentive Program - **N. UPCHURCH**

Category: Ordinance

Staff Work  
By: Nancy  
Upchurch  
Presentation  
By: Nancy  
Upchurch

**Background Information:** Ordinance # 2021-08-8700 created the City of Paducah Remote Worker Program. Since the beginning of the program, 26 people have relocated to Paducah. Currently, the program has no provision for a self-employed person. They make up 18% of the applications. This revision includes provisions to make the program available to self-employed persons who can provide documentation of their self-employment status. Additionally, the current incentives are confusing to the applicants. The changes proposed would not substantially change the amount of incentives the applicant receives. The incentive would change from a reimbursement of moving expenses and waiver of the first year of payroll taxes to a cash incentive of \$5000 payable in two installments of \$2500 each. The first payment will be made upon establishing residency in Paducah, the second paid at the one-year anniversary of their relocation.

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: Remote Worker Incentive Program

Account Number: ED-0118

Staff Recommendation: Approval of the revisions

Attachments:

1. Ord - amend Remote Worker Incentive Program 2025 (2)

## **Agenda Action Form Paducah City Commission**

Meeting Date: October 2, 2025

Short Title: Budget Amendment for CDBG Grant for Entitlement Community Funds - **A. KYLE**

Category: Ordinance

Staff Work By: Hope Reasons,  
Audra Herndon

Presentation By: Audra  
Herndon

**Background Information:** On September 16, 2024, the City of Paducah was notified by the U.S. Department of Housing and Urban Development (HUD) that it had been designated as an “entitlement community.” This means Paducah qualifies for Community Development Block Grant (CDBG) funding directly from HUD (rather than competing with other cities or going through the state). As a result, the city was allocated \$583,406 for the federal fiscal year 2025–2026.

To actually use the funds, entitlement communities must prepare a 5-year Consolidated Plan. This plan identifies local needs (housing, infrastructure, community services, etc.) and lays out how the city intends to spend the grant money in line with federal rules. On August 12, 2025, the City Commission approved Municipal Order 3105, which authorized submitting Paducah’s 5-year Consolidated Plan to HUD.

As part of the Grant Agreement the City must provide evidence of a budget ordinance/amendment indicating inclusion of CDBG funds into the City's budget.

This ordinance will satisfy the Grant Agreement requirement for the budget amendment.

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 budget amend FY26 CDBG Entitlement Community