



**CITY COMMISSION MEETING
AGENDA FOR NOVEMBER 28, 2017
5:30 P.M.
CITY HALL COMMISSION CHAMBERS
300 SOUTH FIFTH STREET**

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

ADDITIONS/DELETIONS

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>RESOLUTION</u>
	A. Resolution Supporting the Location of UACJ Whitehall Automotive Industries, Inc.
	B. Resolution Supporting the Location of Credit Bureau Systems, Inc.
	II. <u>CONSENT AGENDA:</u>
	A. <u>MINUTES</u>
	B. <u>MOTION(S)</u>
	1. R & F Documents
	C. <u>MUNICIPAL ORDER(S)</u>
	1. Personnel Actions – M. RUSSELL
	2. Accept Delta Creative Placemaking Investment Program Grant for Market House Theatre Next Stage Campaign – T. TRACY
	3. Authorize Purchase of Two Dump Trucks with Snow Plow and Salt Spreader – R. MURPHY

	III.	<u>MUNICIPAL ORDER(S)</u>
		A. Amend Solid Waste Fees – R. MURPHY
	IV.	<u>ORDINANCE(S) – ADOPTION</u>
		A. Amend 911 Ordinance To Allow The City To Audit Telephone Companies For Compliance With The City’s Fee Provisions – E. McMANUS
	V.	<u>COMMENTS</u>
		A. Comments from the City Manager
		B. Comments from the Board of Commissioners
		C. Comments from the Audience
	VI.	<u>EXECUTIVE SESSION</u>

RESOLUTION

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY, SUPPORTING THE LOCATION OF UACJ WHITEHALL AUTOMOTIVE INDUSTRIES, Inc., BY REBATING THE 1% PAYROLL TAX ON CERTAIN KEDFA PROGRAM ELIGIBLE POSITIONS

WHEREAS, a strong economy is important to the City of Paducah and the region, and the Board of Commissioners of the City of Paducah, Kentucky, strives to support the expansion of existing businesses; and

WHEREAS, UACJ Whitehall Automotive Industries, Inc. is a manufacturer of automotive parts headquartered in Ludington, Michigan; and

WHEREAS, UACJ Whitehall Automotive Industries, Inc. in 2017 announced plans to expand their existing production operation in Paducah and add 56,000 square feet to their facility; and

WHEREAS, UACJ Whitehall Automotive Industries, Inc.'s \$3,326,500 investment created 50 new full time employees earning an average wage of \$17.00 per hour; and

WHEREAS, in order to assist in the project, UACJ Whitehall Automotive Industries, Inc., is eligible for a 1% payroll tax rebate for up to five years, to be offered in conjunction with the Kentucky Economic Development Finance Authority (KEDFA) program that grants forgiveness of 3% State payroll tax.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY OF PADUCAH, KENTUCKY, ACTING BY AND THROUGH ITS BOARD OF COMMISSIONERS AS FOLLOWS:

SECTION 1. It is hereby found, determined and declared that the statements of fact set forth in the Resolution are true and accurate.

SECTION 2. That the City of Paducah may grant a rebate of 1% payroll tax on KEFA program eligible positions, upon remittance of the full amount of the payroll tax due, for a period of up to five years to help support the expansion of UACJ Whitehall Automotive Industries, Inc.

SECTION 3. The adoption of the Resolution shall not be deemed to and shall not impose any liability or responsibility, financial or otherwise, upon the City of Paducah, beyond the 1% payroll tax for a period of up to five years.

SECTION 4. This resolution shall be in full force and effect from and after this adoption.

Mayor

ATTEST:

Tammara S. Sanderson, City Clerk

Adopted by the Board of Commissioners, November 28, 2017

Recorded by Tammara S. Sanderson, November 28, 2017

\\resoln\Whitehall Automotive



CITY OF PADUCAH

300 South 5th Street
P. O. Box 2267
Paducah, KY 42002-2267
Phone: (270) 444-8503
Fax: (270) 443-5058
jpederson@paducahky.gov

Jeff Pederson
City Manager

March 1, 2017

Office of the Commissioner
Kentucky Cabinet for Economic Development
Old Capitol Annex
300 West Broadway
Frankfort, Kentucky 40601

RE: UACJ Automotive Whitehall Industries, Inc.

Dear Commissioner,

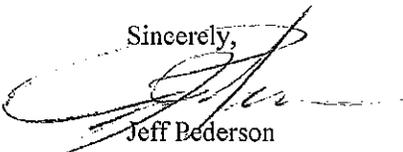
I write today on behalf of the City of Paducah in support of the incentive application to the Kentucky Economic Development Authority for UACJ Automotive Whitehall Industries, Inc.

UACJ Automotive Whitehall Industries, Inc., one of Paducah's largest manufacturers, is planning to expand their facility and add up to fifty new jobs. The expansion will also include the construction of a 56,000 square foot addition to their facility with an anticipated investment of \$3.9 million.

Based upon a determination that the project meets the requirements for economic incentives as per the City's Economic Incentives Policy and Guidelines, the City of Paducah agrees to participate in the Kentucky Business Investment (KBI) program and contribute 1% local payroll tax on new jobs created for a period not to exceed five (5) years.

All of us recognize the importance of the KEDFA and City incentives to this project and believe the company would not expand locally without such.

Sincerely,



Jeff Pederson
City Manager



EQUAL OPPORTUNITY EMPLOYER

RESOLUTION

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY, SUPPORTING THE LOCATION OF CREDIT BUREAU SYSTEMS, INC., BY REBATING THE 1% PAYROLL TAX ON CERTAIN KEDFA PROGRAM ELIGIBLE POSITIONS

WHEREAS, a strong economy is important to the City of Paducah and the region, and the Board of Commissioners of the City of Paducah, Kentucky, strives to support the expansion of existing businesses; and

WHEREAS, Credit Bureau Systems, Inc. is a healthcare revenue cycle management firm headquartered in Paducah, Kentucky; and

WHEREAS, Credit Bureau Systems, Inc. in 2016 announced plans expand their existing operation in Paducah and construct a new 10,000 square foot facility on their property; and

WHEREAS, Credit Bureau Systems, Inc.'s \$1,647,400 investment created 40 new full time employees earning an average wage of \$13.00 per hour; and

WHEREAS, in order to assist in the project, Credit Bureau Systems, Inc., is eligible for a 1% payroll tax rebate for up to five years, to be offered in conjunction with the Kentucky Economic Development Finance Authority (KEDFA) program that grants forgiveness of 3% State payroll tax.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY OF PADUCAH, KENTUCKY, ACTING BY AND THROUGH ITS BOARD OF COMMISSIONERS AS FOLLOWS:

SECTION 1. It is hereby found, determined and declared that the statements of fact set forth in the Resolution are true and accurate.

SECTION 2. That the City of Paducah may grant a rebate of 1% payroll tax on KEFA program eligible positions, upon remittance of the full amount of the payroll tax due, for a period of up to five years to help support the expansion of Credit Bureau Systems, Inc.

SECTION 3. The adoption of the Resolution shall not be deemed to and shall not impose any liability or responsibility, financial or otherwise, upon the City of Paducah, beyond the 1% payroll tax for a period of up to five years.

SECTION 4. This resolution shall be in full force and effect from and after this adoption.

Mayor

ATTEST:

Tammara S. Sanderson, City Clerk

Adopted by the Board of Commissioners, November 28, 2017

Recorded by Tammara S. Sanderson, November 28, 2017

\\resoln\Credit Bureau Systems



CITY OF PADUCAH

300 South 5th Street

P. O. Box 2267

Paducah, KY 42002-2267

Phone: (270) 444-8530

Fax: (270) 443-5058

Gayle Kaler
Mayor

November 30, 2016

Office of the Commissioner
Kentucky Cabinet for Economic Development
Old Capitol Annex
300 West Broadway
Frankfort, KY 40601

Re: Credit Bureau Systems, Inc.

Dear Commissioner:

I write today on behalf of the City of Paducah, Kentucky, with support for the incentive application of Credit Bureau Systems, Inc., with the Kentucky Economic Development Authority. Credit Bureau Systems, Inc., one of Paducah's largest employers, is planning to expand their headquarters and add up to seventy new jobs.

The expansion will also include the construction of a new building on their campus, with a total investment to exceed \$1 million. We have determined that the project qualifies for payroll tax credits under the City Economic Incentives Policy. As support for Credit Bureau Systems, Inc., and their expansion, the City of Paducah agrees to participate in the Kentucky Business Investment (KBI) program and give up 1% local payroll tax on new jobs created, for a period not to exceed five (5) years.

All of us recognize the importance of the KEDFA incentives to this project and believe the company would not expand locally without such incentives.

Sincerely,


Gayle Kaler
Mayor
City of Paducah

At a Regular Meeting of the Board of Commissioners, held on Tuesday, November 14, 2017, at 5:30 p.m., in the Commission Chambers of City Hall located at 300 South 5th Street, Mayor Harless presided, and upon call of the roll by the City Clerk, the following answered to their names: Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5).

MOMENT OF SILENCE

Mayor Harless asked the Commission and audience to have a moment of silence in remembrance of long-time city employee, Murray Looper.

INVOCATION

Commissioner Holland gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harless asked members of the Cub Scout Pack 2020 to lead the pledge.

PRESENTATION

Kentucky League of Cities Community Development Advisor Bobbie Bryant presented the Commission with the Kentucky League of Cities Enterprise Cities Award for the Pat & Jim Brockenborough Rotary Health Park.

RESOLUTION(S)

101ST AIRBORNE DIVISION (AIR ASSAULT) SUSTAINMENT BRIGADE

Mayor Harless offered motion, seconded by Commissioner Holland, that the Board of Commissioners adopt a Resolution entitled, "A RESOLUTION RECOGNIZING PARTNERSHIP BETWEEN THE CITY OF PADUCAH, KENTUCKY AND 101ST AIRBORNE DIVISION (AIR ASSAULT) SUSTAINMENT BRIGADE."

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5).

Colonel Stanley Sliwinski, Commander of the 101st Airborne Division (Air Assault) Sustainment Brigade was present to receive the Resolution and make comments.

IN MEMORY OF ROBERT LEE PATTERSON

Mayor Harless offered motion, seconded by Commissioner Holland, that the Board of Commissioners adopt a Resolution entitled, "A RESOLUTION IN MEMORY OF ROBERT LEE PATTERSON."

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5).

Members of Mr. Patterson's family were present to receive the Resolution and make comments.

CONSENT AGENDA

Mayor Harless asked if the Board wanted any items on the Consent Agenda removed. Since no one responded she asked the City Clerk to read the Consent Agenda.

II(A)	Minutes for the November 7, 2017 City Commission Meeting
II(B)1	R & F Documents 1. Certificate of Liability Insurance for Chad Craig DBA 3 Cs Concrete Work 2. Letter of Resignation from City Manager Jeffery Pederson 3. Contracts/Agreements: a. Grant Agreement with Foundation for A Healthy Kentucky for Fountain Gardens Get Fit Youth Wellness Program (ORD # 2015-4-8231) b. Contract Renewal with Kinsey's Lawn & Landscape (ORD 2016-2-8350) 4. McCracken County Health Taxing District Financial Statements for years ended June 30, 2017 and 2016
II(C)1	Personnel Actions
II(C)2	A MUNICIPAL ORDER APPROVING THE ANNUAL LETTER OF COMMITMENT FOR ACCREDITATION FOR PADUCAH MAIN STREET BY THE

	KENTUCKY HERITAGE COUNCIL AS A CERTIFIED KENTUCKY MAIN STREET PROGRAM FOR JANUARY 15, 2018 THROUGH JANUARY 30, 2019 AND AUTHORIZING THE MAYOR TO EXECUTE THE ANNUAL LETTER OF COMMITMENT (M.O.#2041; BK 10)
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Mayor Harless offered motion, seconded by Commissioner Abraham, that the items on the Consent Agenda be adopted as presented.

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5).

MUNICIPAL ORDER(S)

AUTHORIZE ONE YEAR CONSTRUCTION EXTENSION FOR 421 NORTH 5TH STREET

Mayor Harless stated her intention to recuse herself during this business item. Mayor Harless called on Mayor Pro Tem Wilson to preside over the meeting before stepping down from the Commission dais.

Mayor Pro Tem Wilson offered motion, seconded by Commissioner Abraham, that a Municipal Order entitled, "A MUNICIPAL ORDER APPROVING AND AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH BRANDI HARLESS AND HUSBAND, ADAM MOYERS GRANTING A ONE YEAR EXTENSION FOR COMPLETION OF REHABILITATION FOR REAL PROPERTY LOCATED AT 421 NORTH 5TH STREET," be adopted.

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes and Mayor Pro Tem Wilson (4). Abstain, Mayor Harless (1). (M.O.#2042; BK 10)

Mayor Harless resumed the chair to preside over the meeting.

APPROVE & AUTHORIZE CITY MANAGER'S SEVERANCE & RELEASE AGREEMENT

Commissioner Rhodes offered motion, seconded by Commissioner Wilson, that a Municipal Order entitled, "A MUNICIPAL ORDER OF THE CITY OF PADUCAH, KENTUCKY, APPROVING A SEVERANCE AND RELEASE AGREEMENT WITH CITY MANAGER AND AUTHORIZING THE EXECUTION OF THE AGREEMENT," be adopted.

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5). (M.O.#2043; BK10)

ORDINANCE(S) – ADOPTION
FY2018 BUDGET AMENDMENTS

Commissioner Holland offered motion, seconded by Commissioner Abraham, that the Board of Commissioners adopt an Ordinance entitled, "AN ORDINANCE AMENDING ORDINANCE NO. 2017-06-8487, ENTITLED, "AN ORDINANCE ADOPTING THE CITY OF PADUCAH, KENTUCKY, ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2017, THROUGH JUNE 30, 2018, BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT"". This Ordinance is summarized as follows: That the annual budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018, Ordinance No. 2017-06-8487, be amended by the following re-appropriations:

- Transfer \$320,000 from Solid Waste Fund fund reserves to the Solid Waste Fund (5000)
- Transfer \$25,000 from General Fund fund reserves to Transient Boat Dock Fund (5300)
- Transfer \$52,000 from General Fund fund reserves to General Government – General Fund (1000)
- Transfer \$72,000 from Fleet Lease Trust Fund fund reserves to Fleet Lease Trust Fund (7100)

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5). (ORD.#2017-11-8503; BK 35)

AMEND CABLE TELEVISION FRANCHISE AGREEMENT WITH COMCAST

Commissioner Abraham offered motion, seconded by Commissioner Wilson, that the Board of Commissioners adopt an Ordinance entitled, "AN ORDINANCE OF THE CITY OF PADUCAH, KENTUCKY GRANTING COMCAST CABLE, HEARTLAND REGION FORMERLY KNOWN AS COMCAST OF THE SOUTH, L.P. A FRANCHISE EXTENSION." This Ordinance is summarized as follows: The City of Paducah and Comcast Cable, Heartland Region formerly known as Comcast of the South, L.P., agree to amend Section 23 of the Franchise Agreement by extending the term of such Franchise indefinitely on a month-to-month basis and the Mayor is hereby authorized to execute said Franchise Extension.

Adopted upon call of the roll, yeas, Commissioners Abraham, Holland, Rhodes, Wilson and Mayor Harless (5). (ORD.#2017-11-8504; BK 35)

ORDINANCE(S) – INTRODUCTION

AMEND 911 ORDINANCE TO ALLOW THE CITY TO AUDIT TELEPHONE COMPANIES FOR COMPLIANCE WITH THE CITY'S FEE PROVISIONS

Commissioner Wilson offered motion, seconded by Commissioner Rhodes, that the Board of Commissioners introduce an Ordinance entitled, "AN ORDINANCE AMENDING THE 911 ORDINANCE FOR PURPOSES OF ALLOWING THE CITY TO AUDIT TELEPHONE COMPANIES FOR COMPLIANCE WITH THE CITY'S FEE PROVISIONS." This Ordinance is summarized as follows: The City hereby amends Chapter 2, Article V, Division 6, 911 Communications Services of the Paducah Code of Ordinances, allowing the City to audit telephone companies for compliance with the City's fee provisions and sets out penalties as follows:

Sec. 2-329 – Penalties

Any person and/or entity in violation of the provisions of Sec. 2-327(a) or (b) shall be subject to a penalty equal to five percent (5%) of the total fees due for each day or fraction thereof that the fees for services is late.

COMMENTS

COMMENTS FROM THE CITY MANAGER

- City Manager Pederson informed the Commission that the Paducah Power Board will be meeting November 15, 2017 to begin a Strategic Planning Process with a consultant.
- Mr. Pederson reminded the Commission of the Goal Setting Workshop which will be November 15, 2017 from 4:00 PM to 8:00 PM and November 16, 2017 beginning at 9:00 AM.

COMMENTS FROM THE BOARD OF COMMISSIONERS

Commissioner Holland asked for an update on the second Storm Water Public Meeting. Engineering Public-Works Director Rick Murphy let the Commission know that approximately 28 people attended the second public meeting for the Comprehensive Storm Water Master Plan. The City's consultant, Strand Associates, Inc., set up terminals for residents to provide information on flood prone areas to the engineers and technical consultants. There is still the option for residents to provide photos and information by going to the City's Website and filling out the Storm Water Questionnaire.

COMMENTS FROM THE AUDIENCE

Randy Beeler made comments about the Veterans Day Parade.

ADJOURN

Mayor Harless offered motion, seconded by Commissioner Holland, to adjourn the meeting. All in favor.

Meeting ended at approximately 6:11 p.m.

ADOPTED: November 28, 2017

City Clerk

Mayor

At a Called Meeting of the Board of Commissioners, held on Wednesday, November 15, 2017, at 4:00 p.m., at the Murray State University Paducah Regional Campus, Room 228, located at 4430 Sunset Avenue, Mayor Harless presided, and upon call of the roll by the City Clerk, the following answered to their names: Commissioners Abraham, Rhodes, Wilson and Mayor Harless (4). Commissioner Holland arrived about 4:30 p.m. (1).

INVOCATION

Commissioner Abraham gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harless led the pledge.

BOARD OF COMMISSIONERS/ MANAGEMENT TEAM RETREAT

Julia Novak, of The Novak Consulting Group, facilitated a retreat tonight with the Board and City Manager. Each member of the governing body was asked to share their thoughts on "Governing Together" in response to the following questions:

- What does good governance look like to you?
- What values are important to you in governing?
- What is important to remember when your position is the prevailing decision and what is important to remember when your position is not the prevailing decision?
- What type of relationship do you hope to have with your colleagues on the governing body?
- What type of relationship do you hope to have with the Administration?
- How do you distinguish between Policy (the role of the governing body) and Administration (the role of the Manager and their team)?
- What do you hope this governing body will be known for?

The facilitator asked them to work together to articulate and share expectations they have for one another as they govern together. Included in the conversations were questions as to what expectations they have for the City Manager and staff and what they as the Board are willing to give back to the City Manager and staff.

The last item on the agenda involved brainstorming about "Paducah's Next City Manager", qualities and attributes. It was decided by the end of the December to try to have selected a professional search firm to assist with the recruitment of the next city manager. Their goal is to have a candidate beginning in late spring of 2018.

ADJOURN

Mayor Harless offered motion, seconded by Commissioner Holland, to adjourn the meeting. All in favor. Meeting ended approximately 8:13 p.m.

ADOPTED: November 28, 2017

City Clerk

Mayor

November 16, 2017

At a Called Meeting of the Board of Commissioners, held on Wednesday, November 16, 2017, at 9:00 a.m., at the Murray State University Paducah Regional Campus, Room 228, located at 4430 Sunset Avenue, Mayor Harless presided, and upon call of the roll by the City Clerk, the following answered to their names: Commissioners Abraham, Rhodes, Wilson and Mayor Harless (4). Commissioner Holland arrived about 10:30 a.m. (1).

INVOCATION

Commissioner Abraham gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harless led the pledge.

BOARD OF COMMISSIONERS/ MANAGEMENT TEAM RETREAT

Julia Novak, President of The Novak Consulting Group, facilitated a retreat today with the Board, City Manager, and directors joining together to develop priorities and goals for the City. For more details a copy of the news release, prepared by Public Information Officer Pam Spencer, is below.

Paducah Board of Commissioners – Management Team Retreat

PADUCAH – The Paducah Board of Commissioners, City Manager Jeff Pederson, and Department Directors spent the day in a retreat to develop goals and priorities for the City. The retreat was held at the Murray State University Paducah Regional Campus. Julia Novak, president of the Novak Consulting Group, facilitated the interactive workshop.

Last night, Novak, Pederson, and the Board met for several hours to discuss topics such as good governance, governing relationships and roles among Board members, the Manager, and management team, and expectations from each other, the City Manager, and administration.

Today's agenda kicked off with each member of the Paducah Board of Commissioners sharing their beliefs about the future of Paducah. The next activity focused on reviewing events and actions that have occurred over the past five decades to shape the City. The Board then was asked how they would like Paducah to be labelled ten years from now. The Board members presented the following labels: Hitting our Stride, A New Paducah, Growth and Progressive, A Wonderful Place to Live and Work, and A Leader in Innovation and Modern Economic Growth.

The Board then brainstormed to develop categories, also known as key performance areas, in which to place specific projects, programs, or policies. That process then led to an exercise in which each Board member listed specific priorities for the City of Paducah government for the next 12 to 24 months. More than three dozen ideas were presented. After a couple of rounds of voting, the following 13 priorities came to the forefront:

- Develop a clear process for managing constituent service requests;
- Continue with the implementation of the Enterprise Resource Planning software;
- Implement performance-based budgeting;
- Update the Paducah Human Rights Commission;
- Develop the riverfront area that used to be the site of the Executive Inn (this area is also called the Commons);
- Complete current projects that are underway including the Comprehensive Storm Water Master Plan, City Hall Phase I Rehabilitation, and the Noble Park Tennis Court Shelter/Restroom Facility;
- Develop a comprehensive infrastructure improvement plan;
- Develop a bike plan for connecting and recreation;
- Launch a neighborhood empowerment model;
- Establish a creativity/arts commission;
- Assist local community groups with their growth plans;
- Develop a shared agenda with McCracken County;
- Develop a regional 911 collaboration agreement.

November 16, 2017

The next step is for the management team to work the Paducah Board of Commissioners to define each of these priorities and develop a work plan that would include items such as staffing, necessary resources, and timelines. Novak suggested that the Board and management team ask the following questions for each of the priorities:

1. What problem are we solving, or what opportunity are we seizing?
2. What does success look like?

The retreat ended with each participant providing their reflection on the day which was filled with hard work, great discussions, and a variety of ideas on how to advance Paducah.

Commissioner Sarah Stewart Holland quoted the character Jimmy Dugan from the movie, *A League of Their Own*. Dugan said, "It's supposed to be hard. If it wasn't hard, everyone would do it. The hard ... is what makes it great."

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ADJOURN

Mayor Harless offered motion, seconded by Commissioner Holland, to adjourn the meeting. All in favor. Meeting ended approximately 3:14 p.m.

ADOPTED: November 28, 2017

City Clerk

Mayor

DOCUMENTS

1. Notice of Cancellation for the Paducah Board of Commissioners Meeting on November 21, 2017
2. Notice of Called Meeting for the Paducah Board of Commissioners Meetings on November 15 & 16, 2017
3. Certificate of Liability Insurance for Peck Flannery Gream Warren, Inc.
4. Contracts/Agreements:
 - a. Memorandum of Understanding with Brandi Harless and Adam Moyers for one year extension for 421 North 5th Street (MO # 2042)
 - b. First Extension and Emendment to Fuel Supply Agreement with JSC Terminal, LLC DBA Midwest Terminal (ORD # 2015-12-8336)
 - c. Severance and Release Agreement with City Manager Jeffery A. Pederson (MO # 2043)
 - d. Terms of Engagement Letter with Kemper CPA Group for Preparation of Comprehensive Annual Financial Reports (ORD # 2017-02-8476)
 - e. Professional Services Agreement with Bacon Farmer Workman Engineering & Testing, Inc. for 432 Broadway Pocket Park Design Services (Executed by Planning Director)

BID FOR ENGINEERING-PUBLIC WORKS DEPARTMENT
Two Diesel Dump Trucks With Snow Plows and Salt Spreaders

1. TAG Truck Center *

CITY OF PADUCAH
November 28, 2017

Upon the recommendation of the City Manager, the Board of Commissioners of the City of Paducah order that the personnel changes on the attached list be approved.



City Manager's Signature

Date

CITY OF PADUCAH
PERSONNEL ACTIONS
November 28, 2017

NEW HIRE - FULL-TIME (FT)

<u>EPW - ENGINEERING SRVCS</u>	<u>POSITION</u>	<u>RATE</u>	<u>NCS/CS</u>	<u>FLSA</u>	<u>EFFECTIVE DATE</u>
Shelby, Shane E.	Engineering Technician	\$22.34/Hr.	NCS	Non-Ex	January 4, 2018

PAYROLL ADJUSTMENTS/TRANSFERS/PROMOTIONS/TEMPORARY ASSIGNMENTS

	<u>PREVIOUS POSITION AND BASE RATE OF PAY</u>	<u>CURRENT POSITION AND BASE RATE OF PAY</u>	<u>NCS/CS</u>	<u>FLSA</u>	<u>EFFECTIVE DATE</u>
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PARKS SRVCS - RECREATION

McVey, Mallory	Recreation Specialist \$17.54/Hr.	Recreation Specialist \$17.80/Hr.	NCS	Non-Ex	November 2, 2017
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EPW - STREET

Overstreet, Donald E.	Parks - Maintenance Laborer \$17.00/Hr.	EPW - ROW Maintenance Person \$17.36/Hr.	NCS	Non-Ex	November 23, 2017
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POLICE OPERATIONS

Barnhill, Brandon L.	Police Chief \$53.67/Hr.	Police Chief \$55.28/Hr.	NCS	Non-Ex	November 23, 2017
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HUMAN RESOURCES

Stray, Jemekka C	HR Generalist \$17.34/Hr.	HR Generalist \$17.90/Hr.	NCS	Non-Ex	November 23, 2017
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TERMINATIONS - FULL-TIME (FT)

<u>EPW - STREET</u>	<u>POSITION</u>	<u>REASON</u>	<u>NCS/CS</u>	<u>FLSA</u>	<u>EFFECTIVE DATE</u>
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Smith, Jeffrey D.	Laborer	Termination	NCS	Non-Ex	November 16, 2017
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Sachs, Jason E.	EPW Street Supervisor	Resignation	NCS	Non-Ex	November 21, 2017
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PARKS SERVICES

Valencia, Shay D.	Laborer	Termination	NCS	Non-Ex	November 8, 2017
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Looper, Murray T.	Laborer	Deceased	NCS	Non-Ex	November 13, 2017
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TERMINATIONS - PART-TIME (PT)/TEMPORARY/SEASONAL

<u>PARKS SERVICES</u>	<u>POSITION</u>	<u>REASON</u>	<u>NCS/CS</u>	<u>FLSA</u>	<u>EFFECTIVE DATE</u>
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Thomas, James M.	Park Ranger	Deceased	NCS	Non-Ex	November 15, 2017
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HUMAN RIGHTS

Belt, Bernice	Executive Dir of Human Rights	Resignation	NCS	Non-Ex	November 30, 2017
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**Agenda Action Form
Paducah City Commission**

Meeting Date: 28 Nov 2017

Short Title: Delta Regional Authority – Delta Creative Placemaking Investment Program grant receipt for Market House Theatre's Next Stage Campaign

Ordinance Emergency Municipal Order Resolution Motion

Staff Work By: Michael Cochran, Adam Shull
Presentation By: Tammara Tracy

Background Information: The Delta Regional Authority (DRA) has awarded \$20,000 for the Market House Theatre's Next Stage campaign. The City of Paducah applied with the Market House Theatre to the DRA's Delta Creative Placemaking Investment Program for funding to help renovate the unoccupied Arcade Theatre building at 111 South 5th Street. The DRA funds will go toward leveling the sloped floor, which is estimated to cost \$62,921. That project is part of the MHT's plans to renovate and install a restroom, break room, office, mezzanine, stairs, electrical work and HVAC in the 6,205-square-foot space.

DRA is an independent federal agency created by Congress in the "Delta Regional Authority Act of 2000" that serves 252 counties and parishes in an eight-state region: Alabama, Arkansas, Illinois, Kentucky, Louisiana, Mississippi, Missouri, and Tennessee. DRA makes strategic investments of federal appropriations into projects supporting basic public infrastructure, transportation improvements, business development with an emphasis on entrepreneurship, and workforce development. The Delta Creative Placemaking Investment Program (DCPI) has \$309,000 in available funding for this program. The DCPI program is designed to help communities enhance the quality of place and quality of life by investing in the distinctive local character of Delta places, for positive economic and community outcomes.

The MHT is providing a variety of matching sources to meet the grant program's 1-to-1 match requirement.

Goal: Strong Economy Quality Services Vital Neighborhoods Restored Downtowns

Funds Available:

Account Name:
Account Number:
Project Number:

Finance

Staff Recommendation: Authorize and direct the Mayor to execute all grant related documents.

Attachments: None

Department Head	City Clerk	 City Manager
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MUNICIPAL ORDER NO. _____

A MUNICIPAL ORDER ACCEPTING GRANT FUNDS FROM DELTA REGIONAL AUTHORITY FOR A DELTA CREATIVE PLACEMAKING INVESTMENT PROGRAM GRANT IN THE AMOUNT OF \$20,000 FOR THE MARKET HOUSE THEATRE'S NEXT STAGE CAMPAIGN, AND AUTHORIZING THE MAYOR TO EXECUTE THE GRANT AGREEMENT AND ALL DOCUMENTS RELATING TO SAME

WHEREAS, the City of Paducah applied for a Delta Creative Placemaking Investment Program Grant through the Delta Regional Authority, adopted by Municipal Order No. 1986 on July 25, 2017, to be used for the Market House Theatre's Next Stage Campaign; and

WHEREAS, the Market House Theatre plans to use Delta Creative Placemaking Investment Program Grant funds to help renovate the unoccupied Arcade Theatre building at 111 South 5th Street; and

WHEREAS, the Delta Regional Authority has approved the application and is now ready to award this grant.

BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City of Paducah hereby accepts grant funds in the amount of \$20,000 through the Delta Regional Authority for a Delta Creative Placemaking Investment Program Grant to be used for the Market House Theatre's Next Stage Campaign. A 1-to-1 cash match is required which will be provided by the Market House Theatre.

SECTION 2. That the City hereby authorizes the Mayor's execution of the Grant Agreement with the Delta Regional Authority.

SECTION 3. This order shall be in full force and effect from and after the date of its adoption.

Mayor

ATTEST:

Tammara Sanderson, City Clerk

Adopted by the Board of Commissioners November 28, 2017
Recorded by Tammara Sanderson, City Clerk, November 28, 2017
MO\grants\award- delta regional authority- Market House Theatre Next Stage

Agenda Action Form Paducah City Commission

Meeting Date: November 28, 2017

Short Title: Purchase of Two (2) New Diesel Dump Trucks w/Snow Plows and Salt Spreaders for use by the Engineering-Public Works, Street Division

Ordinance Emergency Municipal Order Resolution Motion

Staff Work By: Randy Crouch, EPW Maintenance Supt.
Dena Alexander, EPW Admin Asst. III

Presentation By: Rick Murphy, P.E., City Engineer-Public Works Director

Background Information:

On November 9, 2017, sealed written bids were opened for the purchase of Two (2) New Diesel Dump Trucks w/Snow Plows and Salt Spreaders for use by the Engineering-Public Works, Street Division. One bid was received from TAG Truck Center in the amount of \$235,084.00. The delivery time will be 120 days after contract execution.

Goal: Strong Economy Quality Services Vital Neighborhoods Restored Downtowns

Funds Available: Account Name: Rolling Stock/Vehicles
Fleet Lease Trust Fund

Finance

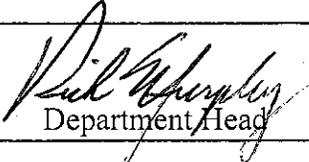
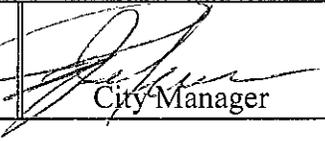
Account Number: 71000210-540050

Staff Recommendation:

To receive and file the bid and adopt a Municipal Order authorizing the Mayor to execute a contract with TAG Truck Center for the purchase of Two (2) New Diesel Dump Trucks w/Snow Plows and Salt Spreaders for use by the Engineering-Public Works, Street Division in the total amount of \$235,084.00.

Attachments:

Bids, Bid Tab, Advertisement, Proposed Contract

 Department Head	City Clerk	 City Manager
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MUNICIPAL ORDER NO. _____

A MUNICIPAL ORDER ACCEPTING THE BID OF TAG TRUCK CENTER FOR SALE TO THE CITY OF TWO (2) NEW DIESEL DUMP TRUCKS WITH SNOW PLOWS AND SALT SPREADERS FOR USE BY THE PADUCAH ENGINEERING PUBLIC WORKS DEPARTMENT STREET DIVISION AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR SAME

BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. The City of Paducah accepts the bid of TAG Truck Center for two (2) New Diesel Dump Trucks with Snow Plows and Salt Spreaders, for a total price of \$235,084.00, for use by the Paducah Engineering Public Works Department Street Division, said bid being in substantial compliance with bid specifications, and as contained in the bid of TAG Truck Center of November 9, 2017.

SECTION 2. The Mayor is hereby authorized to execute a contract TAG Truck Center for the purchase of two (2) New Diesel Dump Trucks with Snow Plows and Salt Spreaders, authorized in Section 1 above, according to the specifications, bid proposal and all contract documents heretofore approved and incorporated in the bid.

SECTION 3. This purchase shall be charged to Rolling Stock/Vehicles Fleet Lease Trust Fund Account No. 71000210-540050.

SECTION 4. This Order shall be in full force and effect from and after the date of its adoption.

Mayor

ATTEST:

Tammara S. Sanderson, City Clerk

Adopted by the Board of Commissioners, November 28, 2017
Recorded by Tammara S. Sanderson, City Clerk, November 28, 2017
MO\Diesel Dump Trucks (Snow Plow Salt Spreader) 11-2017

**CITY OF PADUCAH
ENGINEERING-PUBLIC WORKS DEPARTMENT**

2019 Dump Truck

LOWEST EVALUATED BID

BID OPENING: 2:05 p.m. CST - Nov 09, 2017

OFFICIAL BIDDER OF RECORD Contact: Mailing Address:	TAG Truck Centers
	David Hoelscher
	215 Campbell Dr.
	Calvert City, KY 42029 270-519-8501 cell
(2) Dump Trucks w/Snow Plows and Salt Spreaders	<u>\$235,084.00</u>

Delivery Time	120 Days
Manufacturer	Freightliner

REQUIRED DOCUMENTS:

1. Bidder's Required Certification	Yes
2. Manufacturer's Specifications	Yes
3. Warranty Information	Yes
4. Compliance with Tech Specs form	Yes
5. Deviations with Information	None
6. Kentucky State Bidders	Yes

Responsive & Responsible Bidder:	Yes
Evaluation Score:	1,000
BID RECOMMENDED FOR ACCEPTANCE	Yes

CITY OF PADUCAH, KENTUCKY
ENGINEERING-PUBLIC WORKS DEPARTMENT

AGREEMENT TO PURCHASE TWO (2)
DIESEL DUMP TRUCKS w/ SNOW PLOWS and SALT SPREADERS

THIS AGREEMENT, made this _____ day of _____, 2017 by and between the CITY OF PADUCAH, hereinafter called the OWNER, and TAG TRUCK CENTER hereinafter called the VENDOR, for the consideration hereinafter named, agree as follows:

ARTICLE 1. SCOPE OF WORK

The Vendor shall provide **Two (2) New Diesel Dump Trucks w/Snow Plows and Salt Spreaders** to be used by the Engineering-Public Works Department, Street Division in full compliance with the Bid Proposal Dated November 9, 2017 and with this Agreement, the Specifications and any Addendum(s) issued.

ARTICLE 2. TIME FOR COMPLETION AND LIQUIDATED DAMAGES

The Vendor hereby agrees to commence work under this Contract and to fully complete the delivery of the aforementioned Vehicle(s) within **One Hundred Twenty (120)** consecutive calendar days thereafter from the date of this Agreement.

ARTICLE 3. THE CONTRACT SUM

The Owner agrees to pay the Vendor the following, subject to additions and deductions provided therein: **Two Hundred Thirty-Five Thousand and Eighty-Four Dollars (\$235,084.00)** as quoted in the aforementioned Vendor's Bid Proposal and as approved by the Board of Commissioners on _____ by Municipal Order No. _____.

ARTICLE 4. PAYMENTS

The Owner will make Payment in full upon satisfactory delivery in accordance with the Contract Documents and the Specifications. The Payment shall constitute full compensation for the work and services authorized herein.

ARTICLE 5. GOVERNING LAW

The Parties agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the Commonwealth of Kentucky. The parties further agree that the venue for any legal proceeding relating to this Agreement shall exclusively be in McCracken County, Kentucky.

ARTICLE 6. THE CONTRACT DOCUMENTS

The Specifications and any addendum that may have been issued are fully a part of this Contract as if thereto attached or herein repeated.

IN WITNESS WHEREOF: The parties hereto have executed this Agreement, the day and year first above written.

VENDOR

BY _____
TITLE _____

ADDRESS:

CITY OF PADUCAH, KENTUCKY

BY _____
Brandi Harless, Mayor

ADDRESS:
Post Office Box 2267
Paducah, Kentucky 42002-2267

Agenda Action Form Paducah City Commission

Meeting Date: June 10, 2008

Short Title: Solid Waste Program Changes

Ordinance Emergency Municipal Order Resolution Motion

Staff Work By: Chris Yarber/Rick Murphy
Presentation By: Chris Yarber

Background Information:

On the September 12, 2017, the Paducah Board of Commissioners adopted a motion directing the City Manager to oversee the development and implementation of a single stream curbside recycling program. In order to initiate single stream curbside recycling, the municipal order which defines and establishes fees for solid waste services required an update to include this recycling service. In addition to establishing single stream curbside recycling fees, it was determined that other solid waste fees associated with current city services as well required adjustments. Some of these adjustments included the deletion of fees for services that are no longer rendered by the Solid Waste Division, updating commercial cardboard recycling fee to reflect current expense for handling, transporting, and disposing of the material, and adjusting fees for compost products offered at the City of Paducah compost facility.

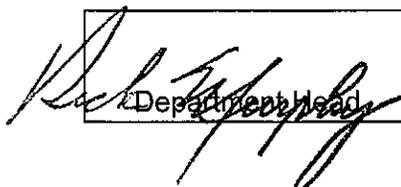
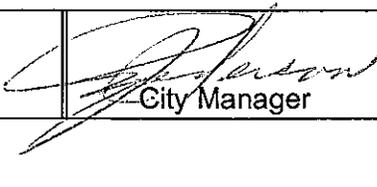
Goal: Strong Economy Quality Services Vital Neighborhoods Restored Downtowns

Funds Available: N/A Account Name: Refuse Collection Residential
Refuse Collection Commercial
Account Number:

Finance

Staff Recommendation:

1. For the Board of Commissioners to authorize the revised Municipal Order as presented.
2. Attachments: Revised Fee Chart

 Department Head	City Clerk	 City Manager
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MUNICIPAL ORDER NO. _____

A MUNICIPAL ORDER AMENDING THE SCHEDULE OF FEES
AND CHARGES FOR SOLID WASTE PICK UP PURSUANT TO THE SOLID
WASTE ORDINANCE, CHAPTER 94, SOLID WASTE, OF THE CODE OF
ORDINANCES OF THE CITY OF PADUCAH, KENTUCKY

BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. By Municipal Order the Board of Commissioners of the
City of Paducah hereby amends the schedule of fees and charges attached hereto for solid
waste pick up, pursuant to the Code of Ordinances of the City of Paducah, Kentucky,
Chapter 94, Solid Waste Ordinance. More specifically, the revisions are as follows:

1. Establish fee/charges for curbside recycling.
2. Remove fee/charges for services no longer provided by Engineering –
Public Works Solid Waste Division.
3. Update Fees for Commercial Cardboard Recycling.
4. Update finished compost products produced and update material and
loading fee.

SECTION 2. This Order shall be in full force and effect from and after the
date of its adoption.

Mayor

ATTEST:

Tammara S. Sanderson, City Clerk

Adopted by the Board of Commissioners, November 28, 2017
Recorded by Tammara S. Sanderson, November 28, 2017
\\mo\\solid waste fees 11-2017

**SOLID WASTE COLLECTION RATES
(EFFECTIVE 7/1/08)**

<u>Residential - 90-96 Gallon Rollout</u>						
Number of Containers	1	2	3	4	5	6
New Fee	\$16.50	\$25.00	\$34.00	\$42.00	\$51.00	\$60.00

<u>Residential Curbside Recycling - 96 Gallon Rollout</u>						
Number of Containers	1	2	3	4	5	6
New Fee	\$ 3.00	\$6.00	\$9.00	\$12.00	\$15.00	\$18.00

<u>Commercial - 90-96 gallon Rollout</u>					
Number of Containers	1	2	3	4	5
New Fee	\$29.00	\$37.00	\$46.00	\$54.00	\$63.00

~~Surcharge for Vertical Waste Compactors for 2nd Street Alley Project (Specific addresses are attached as "Exhibit A")~~

~~Residential _____ \$10.00
Business _____ \$15.00
Restaurant _____ \$20.00~~

Residential							
Commercial Dumpsters							
2 Cubic Yard							
Collections per Week	1	2	3	<u>Additional Collections</u>			
New Fee	\$60.00	\$120.00	\$179.00	\$42.00			
4 Cubic Yard							
Collections per Week	1	2	3	<u>Additional Collections</u>			
New Fee	\$86.00	\$167.00	\$250.00	\$48.00			
6 Cubic Yard							
Collections per Week	1	2	3	<u>Additional Collections</u>			
New Fee	\$106.00	\$213.00	\$319.00	\$58.00			
8 Cubic Yards							
Collections per Week	1	2	3	4	5	6	<u>Additional Collections</u>
New Fee	\$130.00	\$259.00	\$389.00	\$518.00	\$648.00	\$778.00	\$65.00
Cardboard				Construction Dumpster			
New Fee	\$56.00	\$75.00					\$85.00

~~7.5% INCREASE FOR COMMERCIAL AND RESIDENTIAL~~

Pursuant to Ordinance 94-31

The fees for rollouts provided to private parties, charitable events, and non-city events are as follows: Charges for rollouts provided to private parties, neighborhood associations and special events include delivery, collection and one time trash dump.

- \$25.00 for 1 to 6 rollouts for an overnight or weekend event. This includes delivery, pickup, and one time dump.

- \$45.00 for 7 to 10 rollouts for an overnight or weekend event. This includes delivery, pickup, and one time dump.
- \$15.00 per rollout charge for each additional dump.
- \$25 an hour for deliveries outside normal working hours that requires overtime.
- ~~No charge to churches that provide a seven-day notice request.~~
- ~~No charge to Neighborhood Associations that pick up a rollout, have it dumped on their normal collection day and return the empty rollout(s).~~

Increase back door collection service fee for non-handicap residents to \$45.00 plus the cost of the rollout(s). There will be no fee for handicap resident back door pickup service.

Pursuant to Ordinance 94-31 & 94-32

Charge for residential and commercial "call-back" services. The rate for returning to a residential customer will be \$25 and \$45 for commercial establishments.

Pursuant to Ordinance 94-31

Green Waste Debris Disposal Tipping Fee at the City of Paducah's Compost Facility

1. No Charge for City Residents. Residency determined by valid driver's license.
2. Valid Commercial lawn service organizations will be charged and shall provide a copy of a current City of Paducah occupational business license and the address where the Green Waste Debris or leaves were collected.
3. The City Engineer-Public Works Director or his/her designee is authorized to suspend the collection of Green Waste Debris at the Compost Facility from any group/class (ex. city resident, non-city resident, commercial entities) if it is determined that the Compost Facility is at/or near full-capacity.
4. The City Manager, City Engineer-Public Works Director or his/her designee is authorized to temporarily suspend tipping fees for the disposal of leaves collected by valid commercial lawn service organizations working for City residents during the leaf season.
5. The City Engineer-Public Works Director or his/her designee is authorized to temporarily suspend tipping fees on a short-term basis as necessary in order to accumulate Green Waste Debris that is essential for the composting operation.

Green Waste Debris Disposal Tipping Fees non-city residents and commercial entities:

- Pick-Up Truck and Small Trailer \$ 5.00
- Larger Trailer and Single Axle Dump Truck \$10.00
- Double Axle and Triple Axle Dump Truck \$25.00
- 20 cubic yards and over \$50.00

Compost Purchase Material Yard Purchase

1. All Customers.
2. Fee per 2 1/2 yard bucket. Loading and material fee shown in table below.

Wood Chips	\$5.00 10.00
Wood Chip Compost	\$5.00
Leaf Compost	\$15.00
Premium Compost	\$15.00 20.00

Temporary Closure of the Compost Facility

The City Engineer-Public Works Director or his/her designee is authorized to temporarily

temporary closure, suspension, and/or adjust hours of operation as material production, processing, and raw materials may dictate, close the Compost Facility to the Public during debris grinding operations.

Pursuant to Ordinance 94-33

Increase construction dumpster fee to \$85 for delivery. The dump fee will be based on the current CWI tipping fee and dependent on the type(s) and weight of material weight based on the following chart. Staff will provide basic weigh calculation information prior to delivery; final charges will be determined when the dumpster is emptied.

Light

Loose Lumber	-	1 Cubic Yard (150 lbs)
Sheetrock	-	1 Cubic Yard (394 lbs)

Medium

Asphalt Shingle Roofing	-	1 Cubic Yard (419 lbs)
Wood Shake Shingle Roofing	-	1 Cubic Yard (435 lbs)
Mixed Structural Construction Materials		1 Cubic Yard (500 lbs)
Metals	-	1 Cubic Yard (906 lbs)

Heavy

Mixed Inerts (dirt, bricks, concrete, asphalt, shingles, structural materials)		1 Cubic Yard (1 ton)
Dirt, Brick, Concrete, Asphalt (separated from other materials)		1 Cubic Yard (1 ton)
Asphalt/Tar Roofing		1 Cubic Yard (1.5 tons)

EXHIBIT A

~~City of Paducah Solid Waste Monthly Surcharge
for use of the 2nd Street Alley Vertical Waste Compactors~~

~~Monthly Surcharges include the following address locations:
Including all Units, Suites, Apartments and Condos~~

~~North 2nd Street—~~

~~117 North 2nd Street~~

~~North 3rd Street~~

~~114 North 3rd Street~~

~~128 North 3rd Street~~

~~Broadway—All Odd Addresses in the 200 Block of Broadway~~

~~201 Broadway thru 231 Broadway~~

Agenda Action Form Paducah City Commission

Meeting Date: 11-14-17

Short Title: Amendment to ordinance allowing audit of 911 phone line tax.

Ordinance Emergency Municipal Order Resolution Motion

Staff Work By: Ed McManus, Brent Stringer, Jon Perkins, Heather Rushing, Corie Cole, Stephen Chino, Steve Kyle, Sandra Powell, Brandon Barnhill, Stacey Blankenship
Presentation By: Ed McManus

Background Information: It is strongly suspected some landline phone carriers are not accurately charging city customers the \$2.50 per line fee and/or not accurately reporting the number of landlines in the city. This ordinance amendment allows for an audit process to ensure accurate fee collection.

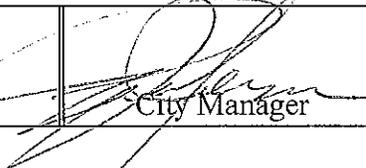
Goal: Strong Economy Quality Services Vital Neighborhoods Restored Downtowns

Funds Available: Account Name: N/A
Account Number: N/A

Finance

Staff Recommendation: Adopt ordinance amendment.

Attachments:

 Department Head	City Clerk	 City Manager
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