



# **PADUCAH BOARD OF COMMISSIONERS 2023 COMMISSION PRIORITIES ANNUAL REPORT**

## **EXECUTIVE SUMMARY**

The Commission Priorities reflects the ten highest priorities of the Board of Commissioners for calendar year 2023. This is the annual report on the ten priority action items and five continuous improvement items. The Board of Commissioners and City Manager’s Office are involved in each priority item.



## BIKE LANES & TRAILS

**Summary:** Update the Greenway Trail and Bike Plans using community engagement

### UPDATES

- City received Technical Assistance Grant through the National Park Service.
- Outcomes are furthering the design of the Greenway Trail and urban loop bike extensions, gathering community input, and considering the Kentucky Trail Town designation.
- Completed two meetings with the steering committee to get input on potential areas ideal for trail development, establish goals and create an action plan. Next steps include community engagement input sessions.

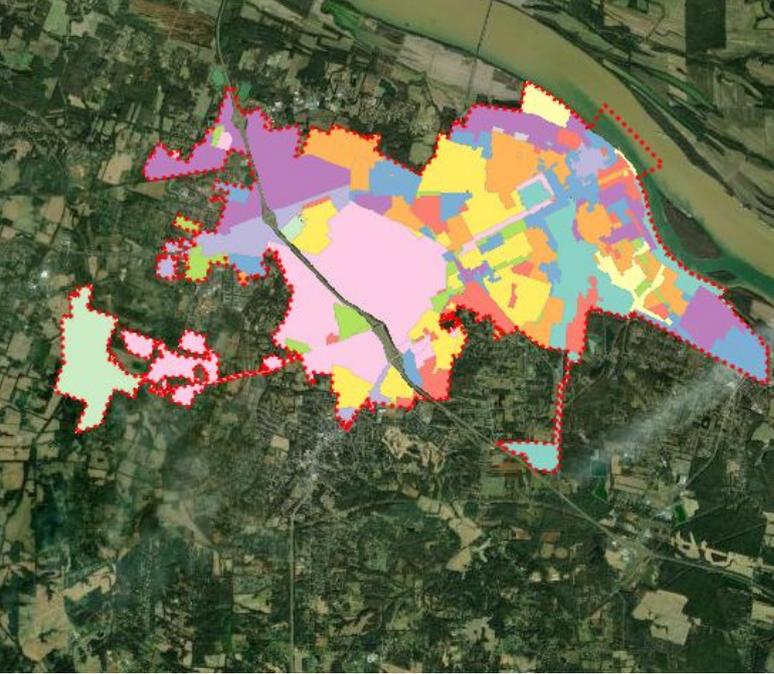


## CITY FACILITIES

**Summary:** Develop and fund a Capital Improvement Plan for facility maintenance and new construction

### UPDATES

- Created a draft Capital Improvement Plan that includes facilities projects.
- Funded over \$2 million for facility renovations and future new construction in FY24 budget
- Anticipate investing \$1.5 million in City Facilities in FY24. Highlights include:
  - Fire Stations #2, #3 and #5
  - Technology Department Renovation
  - New Compost Yard Office Building
  - Commission Chamber Upgrade
  - Paxton Park Clubhouse Exterior Project
  - Probation and Parole Renovation
- Renovated Civic Center with ARPA funds.



## COMMUNITY GROWTH

**Summary:** Business recruitment outside the scope of GPED and Sprocket. Enhancing the Remote Worker Program

### UPDATES

- Executed a contract with MakeMyMove for remote worker recruiting assistance. The goal is to relocate a total of 25 remote workers and maintain or improve the 18% conversion rate.
- Ten households have successfully relocated to Paducah. Additionally, 1 mover that has not collected their incentive and 3 movers with offer out.
- A new process for application intake was developed after working with MakeMyMove.
- Held 24 Kick-Start Meetings and created an informational business card.



## DOWNTOWN

**Summary:** Support the Main Street Board and Economic Vitality Committee. Continue City Block Project construction and BUILD Grant design. Upgrade downtown amenities.

### UPDATES

- The Main Street Downtown Economic Vitality Committee is evaluating existing incentives.
- City completed the public facilities associated with the City Block Project. The City is having ongoing discussions with Weyland Ventures.
- Riverfront BUILD Grant 100% designs are complete and have been submitted for final review. The team is preparing for bid in mid-2024.
- Planning and Public Works selected new benches and trash receptacles for downtown. Locations have been selected and ordering is in process.



## HOUSING

**Summary:** Collaborate with the County on the Comprehensive Plan. Focus on communication with elected officials and the public. Increase housing by filling City-owned lots and working with developers.

### UPDATES

- The data and input portion of the comprehensive planning process is complete. Established six themes that will be addressed in the plan, which is anticipated to be adopted in 2024.
- Kick Start Meeting, Planning Commission and Board of Adjustment information sent to Commissioners and City Manager.
- Transferred 10 surplus properties.
- Complete initial workshop for local developers led by Incremental Development Alliance. Upcoming workshop focused on training small scale developers.

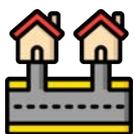


## MINORITY INCLUSION

**Summary:** . Repopulate the Human Rights Commission and provide staff support. Execute an employee wide survey to develop goals and trainings. Support the Paducah Diversity Advocacy Board and adopt a diversity statement

### UPDATES

- Human Rights Commission is holding regular meetings, completed training by the State Commission and are intaking complaints.
- Diversity Specialist recruitment underway.
- The City-wide Employee DE&I survey was completed with a 51% response rate.
- Held trainings for city employees and the Leadership Team on Emotional Intelligence and Implicit Bias.
- Staff and elected officials continue to collaborate with the PDAB. Draft diversity statement under review.



## NEIGHBORHOODS

**Summary:** Support the Police Department's neighborhood meetings initiative. Assist in creating neighborhood watches and educate on City support services.

### UPDATES

- Police held 30 meetings encompassing 49 different neighborhoods. Frequently mentioned police related items were: speeding, theft from unlocked vehicles, fireworks, drug activity and panhandling
- Implemented a two-officer team focused on addressing neighborhood traffic concerns and placed a department wide emphasis on traffic enforcement.
- Police supporting Rowlandtown's neighborhood watch efforts.
- Created City services informational business card to be distributed during the neighborhood meetings.



## QUALITY OF LIFE

**Summary:** Emphasis on code enforcement activities, prohibited noises and the sign ordinance. Raise awareness on importance of mental health. Implement a beautification and litter pick up event.

### UPDATES

- Communications led two social media campaigns for beautification and code awareness with a total reach of 40,000.
- Executed a robust internal and external Mental Health Awareness campaign in May.
  - HR led a themed weekly campaigns and weekly lunch and learn with 175 participants.
  - Communications created mental health resources webpage, radio ads, a billboard and social media campaign with a reach of 23,000.
- For September's Suicide Prevention Month, a proclamation was presented to the Paducah Schools and worked with PATS to wrap a side of a cutaway bus. Educational information also was provided through a social media campaign with a reach of 16,000.



## REVENUE EQUITY

**Summary:** Enhance policies and procedures for occupational license auditing, enforcement and fees. Explore enforcement partnership with the County. Continue proactive efforts.

### UPDATES

- Added a Revenue Technician position to the FY24 budget. Recruitment is underway.
- Prioritized payroll and property tax collection efforts. Tactics include:
  - Creation of new procedures
  - Contacting employers
  - Setting up payment plans
  - Mailing forms earlier
  - An enhanced effort on warning notices and legal action
- Communications issued four news releases regarding business licenses and property tax reminders in addition to several social media posts.



## SOUTHSIDE ENHANCEMENTS

**Summary:** Support the Southside Steering Committee. Adopt and implement residential and business incentives. Develop a strategic action plan for the Walter Jetton Neighborhood. Create gateways with public art.

### UPDATES

- The Southside Steering Committee held 12 monthly meetings.
- The draft plan for Walter Jetton Neighborhood is underway. Next step is to complete community engagement activities.
- Residential and business incentives adopted by the Board of Commissioners. Approved 9 applications totaling approximately \$57,000 for micigrants and home rehab/new construction.
- Coordinating with the Creative and Cultural Council on public art on Walter Jetton Boulevard.



South 25th Street



South 25th Street

## CONTINUOUS IMPROVEMENTS

The Board of Commissioners recognizes there are 2022 priorities needing continued focus. An update on the five areas for continuous improvements are below.

### • Stormwater

- The S. 25th St. portion of the S 24th St. & S 25th St. Improvement Project was completed. S. 25th St. from Jackson St. to Alabama St. was rehabilitated with the addition of curbs, gutters, sidewalks, a stormwater conveyance system, striping, and street resurfacing. The S 24th St detention basin was started and is an ongoing project.
- Three additional projects are being funded with ARPA with a project end date of June, 2024.
  - James Sanders Blvd pipe: A 96" stormwater pipe under the road will be replaced.
  - Nolan Dr pipe: A 96" pipe under the road will be replaced.
  - Minnich Ave: Two (2) failing pipes under the road will be replaced, and headwalls will be added on either end.
- Working with technical consultant, Strand Associates, to identify and design retrofits for stormwater detention facilities to increase the performance in the Crooked Creek Watershed. Strand is also creating a drainage manual and updating city ordinances to comply with current industry standards

### • Joint City/County Sports Plex

- The Paducah Board of Commissioners approved the 95 percent construction documents for the Paducah Sports Park and authorized a request for bids for construction once the documents reach the 100 percent mark.
- After the bidding process and the one-year construction period, the goal is for the facility to open in 2025.
- Construction to relocate the dog park to Noble park and upgrade the roadway is underway. The substantial completion date is in March with the final completion date in April.



## CONTINUOUS IMPROVEMENTS

- **911 Radio Equipment Upgrade, Governance & Revenue**
  - The Paducah Board of Commissioners and McCracken County Fiscal Court approved an agreement with Communications International for the 911 radio system.
  - This \$10,013,436 agreement will upgrade the Paducah–McCracken County 911 radio system which includes equipment for five radio towers, consoles for the 911 Communications Center with backup consoles at the McCracken County Emergency Operations Center, and portable radio units for first responders. The preliminary schedule estimates completion in March 2025.
  - Next steps for this project include determining the governing and funding structure for the 911 system. There have been discussions on levying a water meter fee or a parcel fee.
- **Protecting Key Historical & Cultural Resources**
  - The Rhodes Heritage Group presented recommendations to the Board of Commissioners for preserving and stewarding certain key historical and cultural resources. The sites include the Hotel Metropolitan, Columbia Theater, Stuart Nelson Park and the Oscar Cross House.
- **Continue Efforts to Improve Operational Efficiencies in the Development Process and Throughout All City Departments**
  - Operational efficiencies implemented throughout the departments include adopting an ordinance to require electronic payroll files for revenue, GPS routing for solid waste, implementing Microsoft 365, GIS enhancements, making City documents fillable for the public and conducting a 311 awareness campaign.