



**SPECIAL CALLED CITY COMMISSION MEETING  
AGENDA FOR OCTOBER 21, 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** National Animal Shelter Week - Traci Phelps, Director of the McCracken County Humane Society

**PRESENTATION** Insurance Update - DJ Story, Benefit Advisor, HUB

**PUBLIC COMMENTS**

**MAYOR PRO TEM 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 Special Called Meetings dated October 2, 2025, and October 3, 2025	
	B.	Receive & File Documents	
	C.	Personnel Actions	
	D.	Approve acquisition of permanent right of way access easement for Pump Station #14 - <b>G. GUEBERT</b>	
	E.	Authorize Renewal Application for Local Expanded Jurisdiction - <b>G. CHERRY</b>	
	F.	Authorize a Request for Bids for City Hall HVAC Equipment and Duct Cleaning - <b>C. YARBER</b>	
	G.	Use of Spending Credits for Eligible Employees Pursuant to the City's Group Health Plan for the 2026 Plan Year - <b>S. WILCOX</b>	

		H.	Approve Strategic Health Risk Advisor & Strategic Benefit Placement Services with HUB – <b>S. WILCOX</b>
		I.	Administrative Services Only (ASO) Agreement with Anthem Blue Cross Blue Shield - <b>S. WILCOX</b>
		J.	Health, Vision, and Dental Benefit Plan Premiums for 2026 - <b>S. WILCOX</b>
		K.	Stop Loss Insurance with Voya Financial Advisors. Inc. - <b>S. WILCOX</b>
	<b>II.</b>	<b><u>ORDINANCE(S) - ADOPTION</u></b>	
		A.	Amend Section 20-23 of the Code of Ordinances related to Body Piercing - <b>L. PARISH</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>III.</b>	<b><u>COMMENTS</u></b>	
		A.	Comments from the City Manager
		B.	Comments from the Board of Commissioners
	<b>IV.</b>	<b><u>EXECUTIVE SESSION</u></b>	

October 2, 2025

At a Special Called Meeting of the Paducah Board of Commissioners held on Tuesday, October 2, 2025, at 5:00 p.m. in the Commission Chambers of City Hall located at 300 South 5th Street, Mayor George Bray presided. Upon call of the roll by Assistant City Clerk, Claudia Meeks, the following answered to their names: Commissioners Henderson, Smith, Thomas, Wilson and Mayor Bray (5).

**INVOCATION**

Commissioner Thomas led the Invocation.

**PLEDGE OF ALLEGIANCE**

The Mayor led the pledge.

**DELETIONS:**

The City Manager requested to Remove Item I(D) from the Consent Agenda.

**PROCLAMATION:**

Communications Manager Pam Spencer provided the following summary:

“Mayor George Bray proclaimed October as City Government Month in Paducah and encouraged local officials, employees, and schools to educate students about their city government and to engage them in city services.”

**PRESENTATION:**

Communications Manager Pam Spencer provided the following summary:

***Presentation from Humane World for Animals Regarding Retail Dog/Cat Sales***

“Kentucky State Director for Humane World for Animals Todd Blevins addressed the Board to provide a proposal for the City of Paducah to adopt an ordinance prohibiting the retail sale of dogs and cats in pet stores and outdoor venues in Paducah. Blevins said more than 500 municipalities including six in Kentucky (Elizabethtown, Frankfort, Lexington, Louisville, Radcliff, and Campbell County) have passed similar measures. This proposed legislation would not impact home breeding operations and would not impact partnerships or adoption events between stores and local shelters/rescues. Blevins said that since 2020 and the adoption of legislation prohibiting retail sales in many communities, the number of commercial breeders licensed to sell to pet stores has dropped. This reduction has reduced the number of dogs suffering in some establishments that were puppy mills.”

**MAYOR’S REMARKS**

Communications Manager Pam Spencer provided the following summary:

**Aloft Hotel Update**

“Mayor George Bray provided a progress update for the Marriott Aloft hotel which is to be built at 519 North 3<sup>rd</sup> Street. The hotel has been designed with the plans submitted to the

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State for approval. The City is also waiting for final approval from the Corps of Engineers on the project. The hotel, a \$15 million private investment, is proposed to have approximately 120 rooms. The groundbreaking is expected to be scheduled soon. This property is adjacent to the Holiday Inn Paducah Riverfront and within walking distance to the Paducah Convention Center complex in downtown Paducah. The City purchased this property in 2015 which previously housed a nursing home and hospital. As part of the development agreement, the City will convey the property to the developer.”

**CONSENT AGENDA**

Mayor Bray asked if the Board wanted any items on the Consent Agenda removed for separate consideration Item I(D) was removed by the City Manager. Mayor Bray asked the City Clerk to read the remaining items on the Consent Agenda.

I(A)	Approve Minutes for the September 15, 2025, Board of Commissioners meeting.
I(B)	<p>Receive and File Documents:</p> <p><u>Minute File:</u></p> <ol style="list-style-type: none"><li>1. Letter from Collins &amp; Company – re: Deborah Jones v. City of Paducah</li></ol> <p><u>Deed File:</u></p> <ol style="list-style-type: none"><li>1. Commissioner’s Deed – Marshall, et al to City of Paducah – 715 Jones Street</li><li>2. Commissioner’s Deed – Anderson, et al to City of Paducah- 718 Jones Street</li></ol> <p><u>Contract File:</u></p> <ol style="list-style-type: none"><li>1. Construction Change Directive No. 1 – A&amp;K Construction – Sports Park – Soil Stabilization (no commission action required)</li><li>2. Construction Change Directive No. 2 - A&amp;K Construction – Sports Park – Cement Stabilization (no commission action required)</li><li>3. Construction Change Directive No. 3 - – A&amp;K Construction - Sports Park – Various items (no commission action required)</li><li>4. Contract For Services – Family Service Society - \$25,000 – signed by CM</li><li>5. Contract For Services – Paducah Tennis Association - \$3,000 – signed by CM</li><li>6. Contract For Services – Luther F. Carson Four Rivers Center \$25,000 – signed by CM</li><li>7. Contract For Services – Market House Theatre \$20,000 – signed by CM</li><li>8. Contract For Services – National Quilt Museum \$15,000 – signed by CM</li><li>9. Contract For Services – Paducah Arts Alliance \$3,000 – signed by CM</li><li>10. Contract For Services – Child Watch \$4,999 – signed by CM</li><li>11. Contract For Services – Housing Authority of Paducah \$4,999 – signed by CM</li><li>12. Contract For Services – Paducah Historical Preservation Group \$2,500 – signed by CM</li><li>13. Contract For Services – Paducah-McCracken County Senior Center - \$5,000 – signed by CM</li><li>14. Contract For Services – Paducah Interfaith Ministry d/b/a Paducah Cooperative Ministry (PCM) – Grant in aid - \$15,000 – signed by CM</li><li>15. Contract For Services – Friends of the Lower Town Arts and Music Festival \$25,000 – signed by CM</li><li>16. Contract For Services – The B.L.O.O.M Initiative \$10,000 – signed by Cm</li><li>17. Contract For Services – Family Service Society (\$50,000) – MO #3103</li><li>18. Contract For Services – Washington Street Community Development Corp. \$25,000 – MO #3104</li><li>19. HUD Consolidated Plan – MO #3105 (complete document can be found in LaserFiche)</li><li>20. Contract For Services – Sprocket, Inc. - \$100,000 – MO #3129</li></ol>

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	<p>21. Contract with Peck Flannery Gream Warren (PFGW) – Parks and Recreation Maintenance Building – MO #3136</p> <p><u>Financials:</u></p> <p>1. Paducah Water Works – Month Ended August 31, 2025</p> <p><u>Bids and Proposals File:</u></p> <p>1. Bids for Parks and Recreation Maintenance Building</p> <p>a. PFGW – Awarded Bid MO #3136</p> <p>b. Sherman Carter Barnhart</p> <p>c. Brandstetter Carroll</p>
I(C)	Reappointment of Jonathan Perkins and appointment of Tyler Sanderson and Bonnie Koblitz to the Tree Advisory Board. Said terms shall expire October 2, 2029 and July 26, 2029, respectively.
I(D)	<del>Appointment of Jeffrey Neubert to the Historical &amp; Architectural Review Commission (HARC) to replace Christopher Jones, who term has expired. Said term shall expire: October 2, 2028.</del> <b>REMOVED BY CITY MANAGER, DARON JORDAN</b>
I(E)	Appointment of Lisa Humphrey to the Board of Adjustment to replace Jim Chapman, who resigned. Said term shall expire August 31, 2026.
I(F)	Appointment of Jim Chapman to the Paducah Planning Commission to replace David Morrison, whose term has expired. Said term shall expire October 2, 2029
I(G)	Personnel Actions
I(H)	A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE ANTHEM BLUE CROSS BLUE SHIELD ADMINISTRATIVE SERVICES AGREEMENT <b>(MO #3137, BK 14)</b>
I(I)	A MUNICIPAL ORDER AUTHORIZING THE PURCHASE OF RADIOS AND ACCESSORIES FROM COMMUNICATIONS INTERNATIONAL IN THE TOTAL AMOUNT OF \$273,121.04 TO BE USED BY THE PARKS, ENGINEERING AND PUBLIC WORKS DEPARTMENTS AND AUTHORIZES THE MAYOR TO EXECUTE ALL DOCUMENTS RELATING TO SAME <b>(MO #3138, BK 14)</b>
I(J)	A MUNICIPAL ORDER APPROVING AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF PADUCAH AND POLICE OFFICER TRAVIS COUNTS, AND AUTHORIZING THE MAYOR TO EXECUTE SAME <b>(MO #3139, BK 14)</b>
IK)	A MUNICIPAL ORDER AUTHORIZING A CONTRACT WITH MOTOROLA IN THE AMOUNT OF \$237,420.22 TO RE-PROGRAM EXISTING RADIOS FOR THE POLICE DEPARTMENT, AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATING TO SAME <b>(MO #3140, BK 14)</b>
I(L)	A MUNICIPAL ORDER ACCEPTING THE BID OF LINWOOD MOTORS FOR SALE TO THE CITY OF PADUCAH ONE (1) SUV FOR USE BY THE PADUCAH FIRE DEPARTMENT IN THE AMOUNT OF \$43,902, AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR SAME <b>(MO #3141, BK 14)</b>
I(M)	A MUNICIPAL ORDER APPROVING A FLEET MAINTENANCE, MOTORIZED EQUIPMENT AND EMERGENCY APPARATUS SERVICE AGREEMENT WITH CITY OF WICKLIFFE, KENTUCKY TO PROVIDE FLEET MAINTENANCE SERVICES AT HOURLY RATES AND AUTHORIZING THE EXECUTION OF ALL DOCUMENTS RELATED TO SAME <b>(MO #3142, BK 14)</b>
I(N)	MUNICIPAL ORDER ACCEPTING A COMMUNITY DEVELOPMENT BLOCK GRANT IN THE AMOUNT OF \$583,406 AND AUTHORIZING THE MAYOR TO EXECUTE ALL REQUIRED GRANT AWARD DOCUMENTS <b>(MO #3143, BK 14)</b>
I(O)	MUNICIPAL ORDER ACCEPTING A FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT IN AN AMOUNT OF \$51,818 FOR THE PADUCAH FIRE DEPARTMENT AND AUTHORIZING THE MAYOR TO EXECUTE ALL REQUIRED GRANT AWARD DOCUMENTS <b>(MO #3144, BK 14)</b>

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Commissioner Henderson offered Motion, seconded by Commissioner Smith, that the items on the consent agenda be adopted as presented.

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5).

### **MUNICIPAL ORDER**

#### **PURCHASE OF REAL PROPERTY LOCATED AT 3047 JACKSON STREET FOR AN AMOUNT NOT TO EXCEED \$762,850.**

Commissioner Smith offered Motion, seconded by Commissioner Henderson that the Board of Commissioners adopt a Municipal Order entitled, “A MUNICIPAL ORDER AUTHORIZING PURCHASE OF REAL PROPERTY LOCATED AT 3047 JACKSON STREET, PADUCAH, McCRACKEN COUNTY, KENTUCKY, AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATED TO SAME.”

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5). (MO #3145, BK 14)

### **ORDINANCE ADOPTIONS**

#### **TEN-YEAR EXCLUSIVE CABLE FRANCHISE WITH RITTER COMMUNICATIONS**

Commissioner Thomas offered Motion, seconded by Commissioner Wilson that the Board of Commissioners adopt an Ordinance entitled, “AN ORDINANCE GRANTING A NON-EXCLUSIVE FRANCHISE TO E. RITTER COMMUNICATIONS, LLC TO OPERATE AND MAINTAIN A CABLE SYSTEM WITHIN THE CORPORATE LIMITS OF THE CITY OF PADUCAH, KENTUCKY, PURSUANT TO THE TERMS AND PROVISIONS OF THE PADUCAH ORDINANCE FOR REGULATION OF CABLE COMMUNICATIONS, AND APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE THE FRANCHISE AGREEMENT BETWEEN THE CITY OF PADUCAH, KENTUCKY, AND E. RITTER COMMUNICATIONS, LLC.” This ordinance is summarized as follows: This ordinance authorizes the Mayor to execute a Termination of Telecommunications Franchise Agreement and a non-exclusive Cable Franchise Agreement between the City of Paducah and E. Ritter Communications, LLC. Said Cable Franchise Agreement shall be for a term of ten (10) years and be in accordance with the terms and provisions of Chapter 22, Cable Communications, of the Code of Ordinances of the City of Paducah, Kentucky.

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5). (ORD NO. 2025-10-8857; BK 37)

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## **REPEAL AND REPLACE ARTICLE IV, CHAPTER 34 URBAN RENEWAL OF THE CODE OF ORDINANCES**

Commissioner Wilson offered Motion, seconded by Commissioner Thomas that the Board of Commissioners adopt an Ordinance entitled, “AN ORDINANCE REPEALING AND REPLACING ARTICLE VI, “URBAN RENEWAL AND COMMUNITY DEVELOPMENT AGENCY”, OF CHAPTER 35 “COMMUNITY PLANNING AND DEVELOPMENT”, OF THE CODE OF ORDINANCES OF THE CITY OF PADUCAH, KENTUCKY.” This ordinance is summarized as follows: This ordinance repeals and replaces Article VI, “Urban Renewal and Community Development Agency,” of Chapter 35, “Community Planning and Development” of the Code of Ordinances of the City of Paducah, Kentucky, to establish the Urban Renewal and Community Development Agency separately from the Paducah Planning Commission, and to set the powers, authority, composition, terms, and meetings of said Agency.

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5).

(ORD NO. 2025-10-8858; BK 37)

## **ORDINANCE INTRODUCTIONS**

### **AMEND SECTION 20-23 OF THE CODE OF ORDINANCES RELATED TO BODY PIERCING**

Commissioner Henderson offered Motion, seconded by Commissioner Smith that the Board of Commissioners introduce an Ordinance entitled: “AN ORDINANCE AMENDING CHAPTER 20, SECTION 20-23(b) OF THE CODE OF ORDINANCES OF THE CITY OF PADUCAH, KENTUCKY, SO AS TO DELETE THAT PORTION WHICH STATES THAT “BODY PIERCING BELOW THE WAIST SHALL BE PROHIBITED UNLESS PERFORMED BY A PHYSICIAN LICENSED TO PRACTICE MEDICINE IN THE STATE.” This Ordinance is summarized as follows: The City’s Ordinance is in conflict with the Commonwealth’s statute; therefore, this Ordinance is being enacted to amend that portion of the City’s Code, Section 20-23(b), so as to delete the language relating to body piercing below the waist.

### **REVISIONS TO THE CITY OF PADUCAH REMOTE WORKER INCENTIVE PROGRAM**

Commissioner Smith offered Motion, seconded by Commissioner Henderson that the Board of Commissioners introduce an Ordinance entitled: ”AN ORDINANCE REVISING THE EXISTING REMOTE WORKERS INCENTIVE PROGRAM.” This Ordinance is summarized as follows: The Remote Workers Incentive Program shall be revised to include self-employed persons who can show evidence of self-employment, and to provide a \$5000 cash incentive payable as follows: \$2500 upon establishing residency in the City of Paducah and \$2500 one year after the first installment is paid.

### **BUDGET AMENDMENT FOR CDBG GRANT FOR ENTITLEMENT COMMUNITY**

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## **FUNDS**

Commissioner Thomas offered Motion, seconded by Commissioner Wilson that the Board of Commissioners introduce an Ordinance entitled: “AN ORDINANCE AMENDING ORDINANCE NO. 2025-06-8847, ENTITLED, “AN ORDINANCE ADOPTING THE CITY OF PADUCAH, KENTUCKY, ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR JULY 1, 2025, THROUGH JUNE 30, 2026, 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, 2025, and ending June 30, 2026, as adopted by Ordinance No. 2025-06-8847, be amended by the following re-appropriations:

- Increase revenues and expenditures for the CDBG Fund by \$583,406.00.

## **DISCUSSION**

Communications Manager Pam Spencer provided the following summary:

### **911 Radio and Tower Project Update**

Paducah Police Chief Brian Laird updated the Board on the 911 radio and tower project. In December 2023, the City and County approved agreements with Communications International to upgrade the 911 radio system to include equipment for towers, consoles, and portable radio units. This project includes approximately \$7.67 million in system upgrades.

Chief Laird said accomplishments to date include two tower leases are now under contract, tower site inspections were completed in September, two new dispatch workstations have been installed, and the phone and radio recording systems have been upgraded. The next steps are to install antennas on the towers this month, install radio equipment and test in November, and train dispatchers and end users. Chief Laird said the tentative go-live for the system is in January or February 2026

## **ADJOURN**

Commissioner Henderson offered Motion, seconded by Commissioner Smith, that the meeting be adjourned.

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5).

**TIME ADJOURNED:** 6:07 p.m.

**ADOPTED:** October 21, 2025

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George Bray, Mayor

ATTEST:

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Claudia S. Meeks, Assistant City Clerk

October 3, 2025

At a Special Called Meeting of the Paducah Board of Commissioners held on Friday, October 3, 2025, at 9:00 a.m., in the Board of Commissioners Chambers, City Hall, 300 South 5<sup>th</sup> Street, Paducah, Kentucky, Mayor George Bray presided. Upon call of the roll by Assistant City Clerk, Claudia Meeks, the following answered to their names: Commissioners Henderson, Smith, Thomas, Wilson and Mayor Bray (5).

A transcript of this Public Hearing is on file in the 10-03-2025 Nathan Torian Hearing Minutes File in City Clerk's Office.

### **RATIFY MAYOR'S ORDERS**

Commissioner Henderson offered motion, seconded by Commissioner Smith, "to ratify the Orders issued by the Board of Commissioners and signed by Mayor George Bray. Specifically,

- The Order regarding Kentucky Rules of Evidence, witness and exhibit lists and providing copies of exhibits

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson and Mayor Bray (5).

A copy of said Order can be found in the 10-03-2025 Nathan Torian Hearing Minutes File.

**READING OF CHARGES** – The reading of the charges was waived upon agreement of both parties. A copy of the Disciplinary Charges and Notification of Hearing Date will be found in the 10-03-2025 Nathan Torian Hearing Minutes File.

### **PUBLIC HEARING RELATED TO ADMINISTRATIVE DISCIPLINARY CHARGES FILED AGAINST NATHAN TORIAN, CAPTAIN, PADUCAH FIRE DEPARTMENT**

Jeffrey Mando served as Complainant Counsel. Peter Jannace and Zuzana Murarova, served as Respondent Counsel. Nicholas Holland served as Counsel to the City Commission.

Attorney Mando waived his opening statement.

Attorney Jannace was allowed 10 minutes to make an opening statement.

A copy of the City of Paducah's Witness and Exhibit List along with all introduced Exhibits can be found in the 10-03-2025 Nathan Torian Hearing Minutes File.

A copy of the Respondent's Witness and Exhibit List along with all introduced Exhibits can be found in the 10-03-2025 Nathan Torian Hearing Minutes File.

Each witness was sworn in by the City Clerk before testifying before the City Commission.

Mr. Mando was allowed 10 minutes to make a closing statement.

Mr. Jannace was allowed 10 minutes to make a closing statement.

### **RECESS FOR LUNCH:**

Commissioner Smith offered Motion, seconded by Commissioner Thomas that the proceedings recess for lunch at 12:10 p.m. Proceedings will reconvene at 1:00 p.m.

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Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson and Mayor Bray (5).

**RECONVENE FROM LUNCH:**

Commissioner Smith offered Motion, seconded by Commissioner Henderson that the proceedings reconvene. Time: 1:00 p.m.

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson and Mayor Bray (5).

WITNESS TESTIMONY CONTINUES.

**CLOSING STATEMENTS:**

Mr. Mando was allowed 10 minutes to make a closing statement.  
Mr. Jannace was allowed 10 minutes to make a closing statement.

**EXECUTIVE SESSION**

Commissioner Henderson offered motion, seconded by Commissioner Smith, that the Board go into closed session for discussion of matters pertaining to the following topic:

- Issues which might lead to the discipline or dismissal of a member, i.e., Commissioner, as permitted by KRS 61.810(1)(f).

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5).

**RECONVENE IN OPEN SESSION**

Following the deliberation in closed session, the Board of Commissioners reconvened in Open Session for consideration on the following charges against Captain Nathan Torian, Paducah Fire Fighter. Motion made by Commissioner Henderson, seconded by Commissioner Smith,

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5).

**ACTION RELATED TO MISCONDUCT CHARGES FILED AGAINST NATHAN TORIAN, CAPTAIN, PADUCAH FIRE DEPARTMENT**

**The City Clerk read Charge I:**

Exhibiting insubordination and disrespect to Battalion Chief Tinsman by referring to her as a lower rank during a call and later in a run report when you had actual knowledge of her proper rank. This behavior is in violation of Paducah Code of Ordinance Sec. 2-313(a)(1)(c).

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Motion made by Commissioner Smith. Seconded by Commissioner Henderson to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge I.

Voting Yea: Commissioners Smith and Wilson

Voting Nay: Commissioners Henderson, Thomas, and Mayor Bray.

MOTION FAILS. Yeas (2), Nays (3)

**The City Clerk read Charge II:**

Exhibiting impoliteness and rudeness to Battalion Chief Tinsman by referring to her as a lower rank during a call and later in a run report when you had actual knowledge of her proper rank. This behavior is in violation of Paducah Code of Ordinance Sec. 2-313(a)(1)(o).

Motion made by Commissioner Thomas. Seconded by Commissioner Wilson to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge II.

Voting Yea: Commissioner Smith, Thomas, Wilson and Mayor Bray

Voting Nay: Commissioner Henderson

MOTION CARRIES Yeas (4), Nays (1)

**The City Clerk read Charge III:**

Engaging in a dispute or quarrel with Battalion Chief Tinsman by referring to her as a lower rank during a call and later in a run report when you had actual knowledge of her proper rank. This behavior is in violation of Paducah Code of Ordinance Sec. 2-313(a)(1)(r).

Motion made by Commissioner Wilson, Seconded by Commissioner Thomas, to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge III.

Voting Yea: None

Voting Nay: Commissioners Henderson, Smith, Thomas, Wilson, Mayor Bray.

MOTION FAILS. Nays (5)

**The City Clerk read Charge IV:**

Engaging in impoliteness and rudeness toward Stefanie Wilcox when interrupting the interview Blankenship was attempting to conduct and acting disrespectfully towards Wilcox when you were asked to leave. This behavior is in violation of Paducah Code of Ordinance Sect. 2-313(a)(1)(o)

Motion made by Commissioner Henderson, Seconded by Commissioner Smith to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge IV.

Voting Yea: Commissioners Henderson, Smith, Wilson and Mayor Bray.

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Voting Nay: Commissioner Thomas.

MOTION CARRIES. Yeas (4) Nays (1)

**The City Clerk read Charge V:**

Disgracing the City of Paducah and City of Paducah Fire Department by attempting to engage in inappropriate and unethical *ex parte* communications with Supreme Court Justice Nickell. This behavior is in violation of Paducah Code of Ordinance Sec 2-776-Conduct Unbecoming.

Motion made by Commissioner Smith, Seconded by Commissioner Henderson to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge V.

Voting Yea: Commissioners Smith, Wilson, and Mayor Bray.

Voting Nay: Commissioners Henderson and Thomas

MOTION CARRIES. Yeas (3) Nays (2)

**The City Clerk read Charge VI:**

Engaging in improper conduct, which would tend to bring criticism to the Paducah Fire Department by attempting to engage in inappropriate and unethical *ex parte* communications with Supreme Court Justice Nickell., leading to Justice Nickell's public disclosure of the communications. This behavior is in violation of Paducah Code of Ordinance Sec 2-313(a)(1)(k).

Motion made by Commissioner Wilson, Seconded by Commissioner Thomas to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge VI.

Voting Yea: Commissioners Henderson, Smith, Wilson and Mayor Bray

Voting Nay: Commissioner Thomas

MOTION CARRIES. Yeas (4) Nays (1)

**The City Clerk read Charge VII:**

Exhibiting insubordination to Deputy Chief Denton by undermining his direct order that you would not attend AMSC meetings unless requested to do so. This behavior is in violation of Paducah Code of Ordinance Sec 2-313(a)(1)(c).

Motion made by Commissioner Wilson, Seconded by Commissioner Thomas, to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge VII.

Voting Yea: Commissioners Henderson, Smith, Wilson and Mayor Bray

Voting Nay: Commissioner Thomas

MOTION CARRIES. Yeas (4) Nays (1)

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**The City Clerk read Charge VIII:**

Acting rudely by interrupting the AMSC meeting while undermining Deputy Chief Denton's order that you would not engage in the meeting without his permission. This behavior is in violation of Paducah Code of Ordinance Sec 2-313(a)(1)(o).

Motion made by Commissioner Henderson, Seconded by Commissioner Smith, to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge VIII.

Voting Yea: Commissioners Smith and Wilson

Voting Nay: Commissioners Henderson, Thomas and Mayor Bray

MOTION FAILS Yeas (2) Nays (3)

**The City Clerk read Charge IX:**

Engaging in a dispute with Deputy Chief Denton by undermining his direct order to you that you could not attend an AMSC meeting without his request. . This behavior is in violation of Paducah Code of Ordinance Sec 2-313(a)(1)(r).

Motion made by Commissioner Smith, Seconded by Commissioner Henderson, to find Nathan Torian, Captain, Paducah Fire Department, guilty of Charge IX.

Voting Yea: Commissioners Henderson, Smith, Wilson and Mayor Bray

Voting Nay: Commissioner Thomas

Motion Carries: Yeas (4) Nays (1)

**MOTION REGARDING DISCIPLINE/PUNISHMENT AGAINST CAPTAIN NATHAN TORIAN, PADUCAH FIRE FIGHTER:**

Motion was made by Mayor Bray, seconded by Commissioner Wilson, for the punishment to be Termination of Employment of Nathan Torian, Captain, Fire Department.

Voting Yea: Commissioners Henderson, Smith, Thomas, Wilson and Mayor Bray

Voting Nay: None

MOTION CARRIES. Yeas (5) Nays (0)

**ADJOURN**

Commissioner Wilson offered Motion, seconded by Commissioner Smith, that the meeting be adjourned.

Adopted on call of the roll yeas, Commissioners Henderson, Smith, Thomas, Wilson, and Mayor Bray (5).

**TIME ADJOURNED: 6:55 p.m.**

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**ADOPTED:** \_\_\_\_\_

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Claudia S. Meeks, Assistant City Clerk

October 21, 2025

RECEIVE AND FILE DOCUMENTS:

Minute File:

1. Notice of Special Called Meeting October 2, 2025
2. Notice of Special Called Meeting October 3, 2025

Deed File:

1. Commissioner's Deed – 911 South 4<sup>th</sup> Street
2. Quitclaim Deed – City of Paducah to Paducah Alliance of Neighbors – 816 South 12<sup>th</sup> Street – MO #3077
3. Quitclaim Deed – City of Paducah to Paducah Alliance of Neighbors – 1201 Oscar Cross – MO #3078

Contract File:

1. Contract For Services – Paducah Symphony Orchestra \$10,000 – signed by Daron Jordan, CM
2. Purchase Agreement – Linwood Motors – One SUV for Paducah Fire Department – MO #3141
3. Fleet Maintenance Agreement with City of Wickliffe – MO #3142
4. Franchise Termination Agreement – E. Ritter Communications, LLC – ORD 2025-10-8857
5. Cable Television Franchise Agreement – E. Ritter Communications, LLC – ORD 2025-10-8857

Financials:

1. Edwin J. Paxton Park Golf Course Auditor's Report for year ended December 31, 2024
2. Paducah Water Works Financial Statements years ended June 30, 2025 and 2024

Bids and Proposals File:

1. SUV for use by the Fire Department  
(a) Linwood Motors – MO #3141

CITY OF PADUCAH  
October 21, 2025

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



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City Manager's Office Signature

OCT 16, 2025

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Date

**CITY OF PADUCAH  
PERSONNEL ACTIONS  
October 21, 2025**

**NEW HIRES - FULL-TIME (F/T)**

<b><u>FIRE- PREVENTION</u></b>	<b><u>POSITION</u></b>	<b><u>RATE</u></b>	<b><u>NCS/CS</u></b>	<b><u>FLSA</u></b>	<b><u>EFFECTIVE DATE</u></b>
Lykins, Christopher J.	Code Enforcement Officer I	\$24.04/hr	NCS	Non-Ex	October 30, 2025
<b><u>PUBLIC WORKS</u></b>					
Bozone, Matthew	Solid Waste Truck Driver	\$22.37/hr	NCS	Non-Ex	October 30, 2025
Lucas, Cecelia A.	Solid Waste Truck Driver	\$22.37/hr	NCS	Non-Ex	October 30, 2025

**NEW HIRES - PART-TIME (P/T)**

<b><u>PARKS &amp; RECREATION</u></b>	<b><u>POSITION</u></b>	<b><u>RATE</u></b>	<b><u>NCS/CS</u></b>	<b><u>FLSA</u></b>	<b><u>EFFECTIVE DATE</u></b>
Long, Nikyiah	Recreation Leader - Event Staff	\$14.00/hr	NCS	Non-Ex	October 22, 2025

**PAYROLL ADJUSTMENTS/TRANSFERS/PROMOTIONS/TEMPORARY ASSIGNMENTS (FULL-TIME)**

<b><u>E911</u></b>	<b><u>PREVIOUS POSITION AND BASE RATE OF PAY</u></b>	<b><u>CURRENT POSITION AND BASE RATE OF PAY</u></b>	<b><u>NCS/CS</u></b>	<b><u>FLSA</u></b>	<b><u>EFFECTIVE DATE</u></b>
Meeks, Nicholas R.	Telecommunicator \$20.97/hr	Telecommunicator \$21.39/hr	NCS	Non-Ex	October 16, 2025
<b><u>ENGINEERING</u></b>					
Shelton, Joshua A.	Engineering Tech II \$27.23/hr	Engineering Tech II \$27.91/hr	NCS	Ex	August 21, 2025
<b><u>FINANCE</u></b>					
Davenport, Kamra M.	Accountant \$29.05/hr	Accountant \$29.92/hr	NCS	Ex	September 4, 2025
Millay, Stephanie M.	Revenue Manager \$44.26/hr	Revenue Manager \$45.59/hr	NCS	Ex	September 4, 2025
<b><u>POLICE</u></b>					
Cubley, Michael A.	Records Manager \$30.46/hr	Records Manager \$31.37/hr	NCS	Ex	October 2, 2025
Ferrell, Mary K.	Senior Administrative Assistant \$26.32/hr	Senior Administrative Assistant \$27.11/hr	NCS	Non-Ex	August 7, 2025
Miller, Sabrina N.	Senior Evidence Technician \$24.97/hr	Senior Evidence Technician \$25.72/hr	NCS	Non-Ex	September 18, 2025
Young, Jessica L.	Senior Administrative Assistant \$23.49/hr	Senior Administrative Assistant \$24.19/hr	NCS	Non-Ex	September 18, 2025
<b><u>TECHNOLOGY</u></b>					
Cooper, Tina R.	Systems Technician \$33.67/hr	Systems Technician \$34.01/hr	NCS	Ex	September 4, 2025

**TERMINATIONS - FULL-TIME (F/T)**

<b><u>PARKS &amp; RECREATION</u></b>	<b><u>POSITION</u></b>	<b><u>REASON</u></b>	<b><u>EFFECTIVE DATE</u></b>
Kimball, Elizabeth A.	Recreation Specialist	Resignation	October 18, 2025
Willoughby, John D.	Parks Maintenance Supervisor	Resignation	October 24, 2025
<b><u>POLICE</u></b>			
Ravens, Cassandra Jo E.	Police Officer - School Resource	Resignation	October 10, 2025
<b><u>PUBLIC WORKS</u></b>			
Nance, Christopher	Solid Waste Truck Driver	Termination	October 13, 2025

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Approve acquisition of permanent right of way access easement for Pump Station #14 - G.  
**GUEBERT**

Category: Municipal Order

Staff Work  
By: Melanie  
Townsend  
Presentation  
By: Greg  
Guebert

**Background Information:** During the past few months, negotiations have been conducted in good faith with the property owner located at 2510 North 8th Street regarding the acquisition of a portion of right-of-way and permanent access easement (Parcel C) as required for the operation and maintenance of Pump Station #14. Subsequently, Lisa Rudolph and David Giltner, the heirs of Opal Louise Giltner, have agreed to convey a portion of their property for right of way consisting of 0.28 acres (12,414 sq. ft.) to the City of Paducah for the purchase price of \$0.

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 and authorize the Mayor to execute a Deed of Conveyance, and all documents necessary with the Heirs of Opal Louise Giltner, Lisa Rudolph and David Giltner, to acquire a permanent right-of-way access easement located at 2510 North 8th Street at no cost to the City.

**Attachments:**

1. MO - Permanent ROW easement – 2510 North Eighth Street – Access to Pump Station 14
2. 2025-037 - PS14 ROW ACQUISITION

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A DEED OF CONVEYANCE, PERMANENT RIGHT-OF-WAY EASEMENT FEE CONSIDERATION, AND ALL OTHER DOCUMENTS NECESSARY WITH LISA RUDOLPH AND DAVID GILTNER, HEIRS OF OPAL LOUISE GILTNER, TO ACQUIRE A PORTION OF A PERMANENT RIGHT-OF-WAY EASEMENT, AT NO COST TO THE CITY

WHEREAS, the City of Paducah has negotiated in good faith with the property owners, Lisa Rudolph and David Giltner, the heirs of Opal Louise Giltner, for proper located at 2510 North 8th Street, regarding acquiring a portion of a permanent Right-of-Way easement as required for access to Pump Station 14; and

WHEREAS, these property owners have agreed to grant the City of Paducah a permanent right-of-way easement totaling .28 acres (12,414 sq. ft.) at no cost to the City, to be used as permanent right-of-way access to Pump Station 14; and

WHEREAS, the City of Paducah now wishes to execute the easement.

NOW, THEREFORE, BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City of Paducah hereby approves and authorizes the Mayor's execution of a Deed of Conveyance, and all other documents necessary with Lisa Rudolph and David Giltner, the heirs of Opal Loise Giltner, to acquire a portion of real property located at 2510 North 8<sup>th</sup> Street at no cost to the City to be used as a permanent right-of-way for access to Pump Station 14, and more particularly described as follows:

LEGAL DESCRIPTION OF TRACT C EASEMENT  
0.28 ACRES (12414 SQ. FT.)

Being a portion of the Opal Giltner property recorded in Deed Book 494, Page 402 in the McCracken County Clerk's Office and also shown on an Easement Plat by ACS Squared LLC prepared for the City of Paducah dated July 24, 2025. Said tract is more particularly described as follows:

Beginning at a ½ inch rebar found in the northerly right-of-way line of North 8<sup>th</sup> street, the southeasterly corner of the Wagner Leasing LTD property recorded in Deed Book 778, Page 269, said point being 30 from the centerline thereof as measured perpendicularly and said centerline point being 595.55 feet from the centerline intersection of North H.C. Mathis Drive to the west as measured along the centerline of said North 8<sup>th</sup> Street;

THENCE FROM SAID POINT OF BEGINNING and with a new easement line and following the aforesaid Wagner property line, N 14°13'22" E a distance of 631.92' to a ½ inch rebar in the southerly right-of-way line of the Paducah Flood Wall Tract 20 property recorded in Deed Book 200, page 161;

THENCE with said Flood Wall line, S 80°36'17" E a distance of 19.73' to a ½ inch rebar found at the corner of the Commissioner of Water Works property recorded in Deed Book 653, Page 328;

THENCE in a southerly direction with said Water Works property, S 14°13'53" W a distance of 378.37' to a ½ inch rebar found at the northwesterly corner of the William Ingram property recorded in Deed Book 1148, Page 125;

THENCE in a southerly direction with said Ingram property, S 14°13'53" W a distance of 255.36' to a ½ inch rebar in the northerly right-of-way line of North 8<sup>th</sup> Street;

THENCE with said right-of-way line, N 75°19'51" W a distance of 19.57' to a ½ inch rebar; which is the point of beginning, having an area of 12414 square feet, 0.28 acres as shown on an Easement Plat for the City of Paducah by ACS Squared LLC and dated July 24, 2025.

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

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GEORGE BRAY, MAYOR

ATTEST:

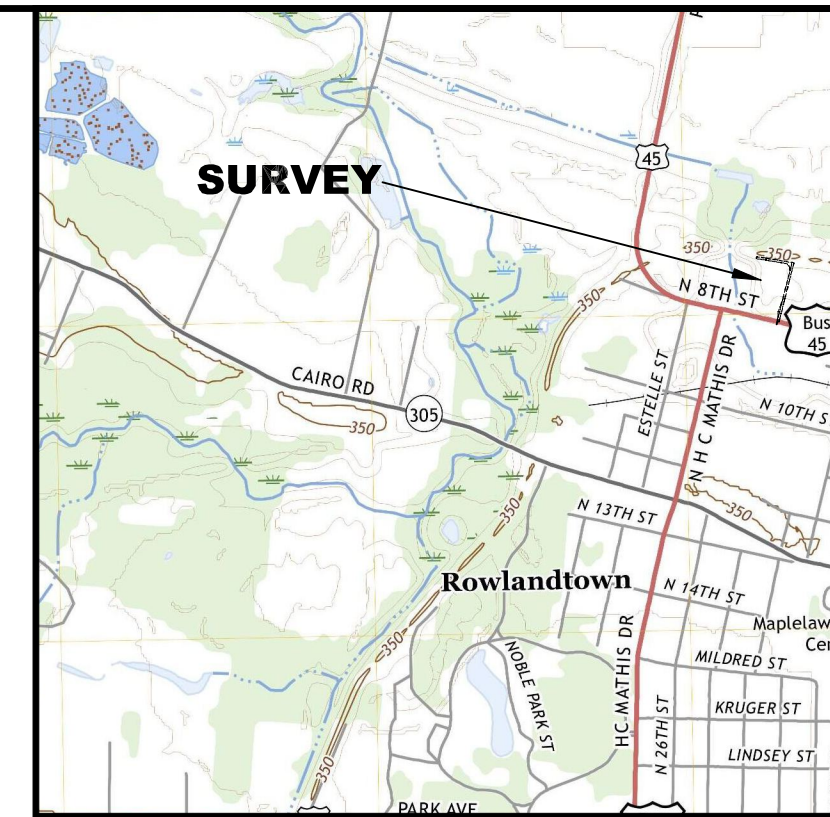
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LINDSAY PARISH, CITY CLERK

Adopted by the Board of Commissioners, October 21, 2025

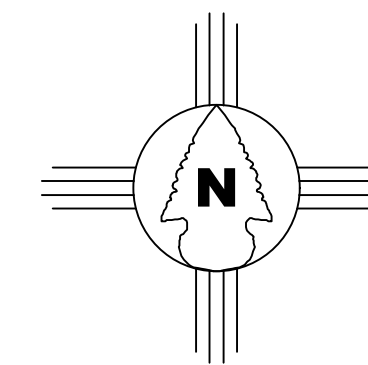
Recorded by Lindsay Parish, City Clerk, October 21, 2025

mo\Permanent ROW easement – 2510 North Eighth Street – Access to Pump Station 14



**SURVEY**

LOCATION MAP SCALE : 1 INCH = 2,000 FEET



SCALE: 1" = 50'



**LEGEND**

- STEEL ROD, 1/2"x24" WITH PLASTIC CAP STAMPED "3861" SET AT TIME OF SURVEY
- ⊙ EXISTING 1/2" REBAR OR EXISTING AS NOTED
- SUBJECT PROPERTY LINE
- - - EXISTING ROAD CENTERLINE
- EXISTING RIGHT-OF-WAY LINE
- - - EASEMENT LINE, OR AS NOTED
- - - SPECIAL FLOOD HAZARD AREA
- ℙ PROPERTY LINE
- (NTS) NOT TO SCALE
- NO CORNER SET

**FLOOD NOTE**

The property shown hereon is listed as being in Zone "X" (area with reduced flood risk due to levee) per Flood Insurance Rate Map No. 21145C0151F dated 11/02/11.

**SOURCE OF TITLE**

McCracken County Kentucky Court Clerks Office  
 DEED BOOK 1140, PAGE 201  
 DEED BOOK 778, PAGE 269  
 DEED BOOK 494, PAGE 402  
 PLAT CAB J, SLIDE 1048  
 PLAT CAB M, SLIDE 265

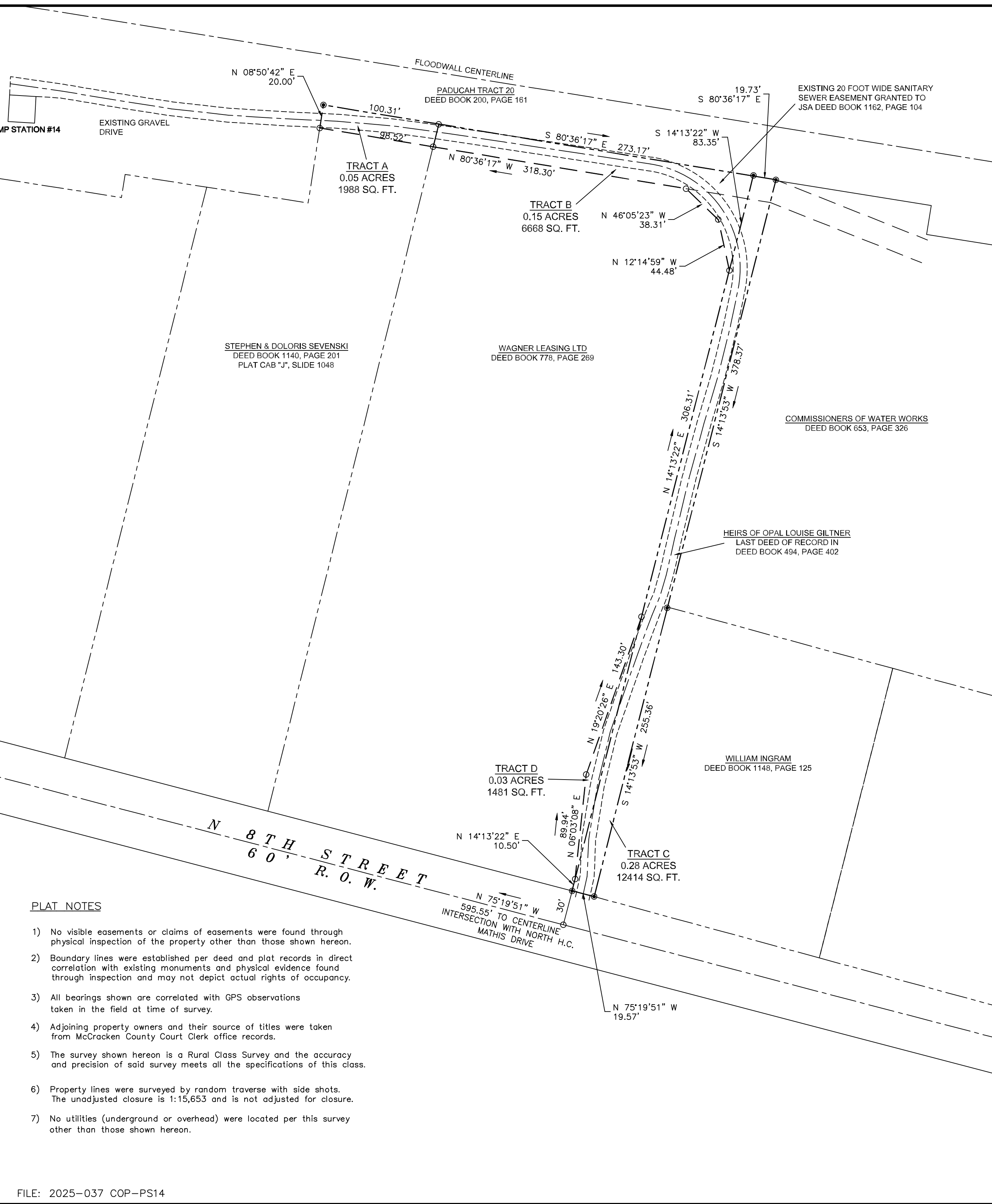
**INTENT**

THE INTENT OF THIS EASEMENT PLAT IS TO CREATE THE NEW INGRESS/EGRESS EASEMENTS AS SHOWN HEREON OUT OF THE STEPHEN & DOLORIS SEVENSKI PROPERTY (0.05 ACRES) RECORDED IN DEED BOOK 1140, PAGE 201, THE WAGNER LEASING PROPERTY (0.15 ACRES AND 0.03 ACRES) RECORDED IN DEED BOOK 778, PAGE 269, AND THE OPAL LOUISE GILTNER PROPERTY (0.28 ACRES) RECORDED IN DEED BOOK 494, PAGE 402.

**SURVEYOR'S STATEMENT**

State of Kentucky }  
 County of McCracken }  
 The survey shown hereon was made under my supervision and the measurements and notes shown hereon are a true representation of said survey and are correct to the best of my knowledge and belief.  
 Date: \_\_\_\_\_, 20 \_\_\_\_.

Stephen C. Chino, Jr., Kentucky Professional Surveyor No. 3861



**PLAT NOTES**

- 1) No visible easements or claims of easements were found through physical inspection of the property other than those shown hereon.
- 2) Boundary lines were established per deed and plat records in direct correlation with existing monuments and physical evidence found through inspection and may not depict actual rights of occupancy.
- 3) All bearings shown are correlated with GPS observations taken in the field at time of survey.
- 4) Adjoining property owners and their source of titles were taken from McCracken County Court Clerk office records.
- 5) The survey shown hereon is a Rural Class Survey and the accuracy and precision of said survey meets all the specifications of this class.
- 6) Property lines were surveyed by random traverse with side shots. The unadjusted closure is 1:15,653 and is not adjusted for closure.
- 7) No utilities (underground or overhead) were located per this survey other than those shown hereon.

<b>EASEMENT PLAT</b>		
FOR: CITY OF PADUCAH 300 SOUTH 5TH STREET PADUCAH, KY 42003		
PROPERTY: NORTH 8TH STREET PADUCAH, McCRACKEN COUNTY, KENTUCKY		
DRAWN BY: SCC	SURVEY DATE: 7/14/25	PLAT DATE: 7/24/25
THIS SURVEY COMPLIES WITH 201 KAR 18:150		
SURVEY BY: ACS SQUARED, LLC STEPHEN C. CHINO, JR., P.L.S. 3860 PLYMOUTH DRIVE PADUCAH, KENTUCKY 42001 (270) 210-8926		SHEET <b>1</b> OF 1

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Authorize Renewal Application for Local Expanded Jurisdiction - **G. CHERRY**

Category: Municipal Order

Staff Work  
By: Greg Cherry  
Presentation  
By: Greg Cherry

**Background Information:** The City of Paducah adopted Ordinance 2017-1-8465 on January 17, 2017 authorizing an agreement between the City of Paducah and the Commonwealth of Kentucky, Department of Housing, Buildings and Construction for additional plan review and inspection responsibilities within the City of Paducah. The agreement was for a term of three years. This Municipal Order also authorizes the Mayor to execute the agreement and all other documents necessary once received from the Department of Housing, Buildings and Construction.

In order to renew the agreement, the City must comply with 815 KAR 7:110 by submitting a Renewal Application for Local Building Expanded Jurisdiction to the Department of Housing, Buildings and Construction. This Municipal Order authorizes the Mayor to sign the application.

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:** To approve the expanded jurisdiction to better serve the contractors and business owners in the City and to authorize the Mayor's signature on the renewal application and to authorize the Mayor's signature on the renewal application, agreement, and all other documents necessary.

Attachments:

1. MO - Renewal Application Local Expanded Jurisdiction 2025
2. Expanded Jurisdiction

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER AUTHORIZING THE EXECUTION OF A RENEWAL APPLICATION AND AGREEMENT FOR THE COMMONWEALTH OF KENTUCKY, DEPARTMENT OF HOUSING, BUILDINGS AND CONSTRUCTION FOR LOCAL EXPANDED JURISDICTION FOR THE FIRE PREVENTION DIVISION AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATING TO SAME

WHEREAS, the City of Paducah adopted Ordinance No. 2017-1-8465 on January 17, 2017, authorizing an agreement between the City of Paducah and the Commonwealth of Kentucky, Department of Housing, Buildings and Construction for additional plan review and inspection responsibilities with the City of Paducah. This agreement was for a term of three years; and

WHEREAS, on June 28, 2022, the Board of Commissioners approved MO #2596, Authorizing the Mayor to execute a renewal application and all documents relating to same, to the Commonwealth of Kentucky, Department of Housing, Buildings and Construction for Local Expanded Jurisdiction for the Fire Prevention Division; and

WHEREAS, in Order to renew the agreement, the City must comply with 815 KAR 7:110 by submitting a Renewal Application for Local Building Expanded Jurisdiction to the Department of Housing, Buildings and Construction. This expanded jurisdiction will better serve the contractors and business owners in the City of Paducah.

NOW, THEREFORE, BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. The Mayor is hereby authorized to execute a renewal application, agreement and all documents relating to same, to the Commonwealth of Kentucky, Department of Housing, Buildings and Construction for Local Expanded Jurisdiction for the Fire Prevention Division.

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

---

George Bray, Mayor

ATTEST:

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Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, October 21, 2025  
Recorded by Lindsay Parish, City Clerk, October 21, 2025

\\mo\Renewal Application Local Expanded Jurisdiction 2025

**BUILDING, ELECTRICAL AND FIRE  
CODE APPEALS BOARD**

Code of Ordinance  
Section 18-123

Paul King Architect PFGW 235 Pinebrook Drive Paducah KY 42001	01/22/2028	3-year term
Jimmy Evans Electrical IBEW Local 816 305 Cascade Drive Paducah KY 42003	01/22/2028	3-year term
Jason Hickey Building/Fire Premier Fire 6314 Burchell Cove (P. O. Box 1037) Paducah KY 42002	01/22/2027	4-year term
Rick Windhorst Public Utility Paducah Power 1500 Broadway Paducah KY 42001	01/22/2027	4-year term
Greg Croft Building/Fire Croft Construction 500 N. 12 <sup>th</sup> Street Paducah KY 42001	01/22/2027	4-year term
Chad Beyer Building/Fire I5 Design Group 401 Broadway Paducah KY 42001	01/22/2027	4-year term
Kerry Fulcher Public Utility / Electrical Paducah Power 1500 Broadway Paducah KY 42001	01/22/2028	3-year term



# RENEWAL APPLICATION FOR EXPANDED JURISDICTION

Department of Housing, Buildings and Construction  
Building Code Enforcement Division  
500 Mero Street  
Frankfort, Kentucky 40601  
(502) 573-0373 Fax: (502) 573-1059

**PLEASE TYPE OR PRINT IN UPPER CASE LETTERS**

JURISDICTION: CITY OF PADUCAH DATE OF RENEWAL APPLICATION: SEPTEMBER 23, 2025  
(CITY, COUNTY OR URBAN COUNTY GOVERNMENT)

CHIEF APPOINTING AUTHORITY: MAYOR GEORGE BRAY  
PRINTED NAME and SIGNATURE (MAYOR OR COUNTY JUDGE/EXECUTIVE)

**MINIMUM UNIFORM CRITERIA:**

**CERTIFIED INSPECTOR:** LEVEL III Certified Building Inspector of the person, firm or company employed or contracted to perform the plans and specifications inspection and building inspection functions to be granted to the local government.

LES FUGATE LEVEL 3 3210 APRIL 14, 2004  
(NAME OF CERTIFIED INSPECTOR) (CERTIFICATION LEVEL & CERTIFICATE NO.) (DATE CERTIFIED)

BUILDING INSPECTOR: EMPLOYED  OR  CONTRACTED (If contracted, a copy of the contract must be attached.)

**OTHER CONTRACTS:** NOTE: This section is applicable only when the designated Level III Certified Building Inspector also provides inspection services for other local jurisdictions. Attached as EXHIBIT \_\_\_ you will find a complete list of all permits issued and fees collected by each additional local jurisdiction for the previous calendar year of \_\_\_\_\_.

**LIST ANY CHANGES TO THE FOLLOWING:**

**PERSONNEL:** (including clerks, inspectors, reviewers, etc.)

NAME	JOB TITLE	CERTIFIED	LEVEL	HOW LONG
LES FUGATE	CHIEF BUILDING INSPECTOR	Yes No	1&2 only, I, II or III	23 yrs. 6 mos.
SCOTT HERRIN	DEPUTY BUILDING INSPECTOR	Yes No	1&2 only, I, II or III	0 yrs. mos.
VAUGHN HUGEN	CHIEF ELECTRICAL INSPECTOR	Yes No	1&2 only, I, II or III	11 yrs. 8 mos.
JEFF PRESCOTT	Electrical Inspector	Yes No		2 yrs. 0 mos.

INCLUSIONS LISTED IN INITIAL APPLICATION: USE GROUP A,B,F,M,R,S,U,H and E

EXCLUSIONS LISTED IN INITIAL APPLICATION: USE GROUP I and Licensed and State owned facilities

LOCAL APPEALS BOARD:  Yes  No IF YES, PLEASE ATTACH A COPY OF THE CHANGE.

SINGLE FAMILY DWELLING PROGRAM: NO CHANGE

SCHEDULE OF FEES: ATTACHED

**OFFICIAL CONTACT:**  Mark here if Contact person has not changed

GREG CHERRY  
(NAME)  
PADUCAH FIRE PREVENTION, PADUCAH FIRE DEPARTMENT  
(NAME OF DEPARTMENT)  
300 SOUTH 5TH STREET  
(NO., STREET, HIGHWAY OR OTHER MAILING ADDRESS)  
PADUCAH, KY 42002-2267  
(CITY, STATE & ZIP CODE)

DEPUTY FIRE CHIEF / FIRE MARSHAL  
(TITLE)  
270-444-8522  
(BUSINESS PHONE NUMBER)  
GCHERRY@PADUCAHKY.GOV  
(E-MAIL ADDRESS)



# Affidavit of Greg Cherry

I, Greg Cherry, being first duly sworn, state as follows:

The City employees a level III building inspector and two certified electrical inspectors.

Level II Building Inspector: Les Fugate

Certified Electrical Inspector: Vaughn Hugen

Certified Electrical Inspector: Jeff Prescott

Further the affiant sayeth naught.

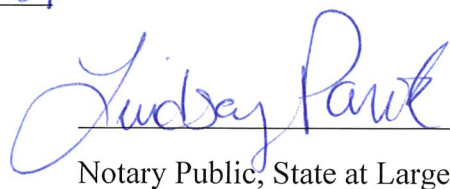
 9-23-25  
Greg Cherry, Deputy Chief of Fire Prevention

STATE OF KENTUCKY )

COUNTY OF MCCRACKEN )

Subscribed, sworn to, and acknowledged before me on this 23<sup>rd</sup> day of September 2025 by Lindsay Parish.

My commission expires: August 8, 2029.

 KYNP334166  
Notary Public, State at Large



**Andy Beshear**  
GOVERNOR

**Jacqueline Coleman**  
LIEUTENANT GOVERNOR

**PUBLIC PROTECTION CABINET**  
Kentucky Department of Housing, Buildings and  
Construction

500 Mero Street, First Floor  
Frankfort, KY 40601  
Phone: (502) 573-0365

**Ray A. Perry**  
SECRETARY

**Max Fuller**  
COMMISSIONER

**David Moore**  
DEPUTY COMMISSIONER

**Expanded Jurisdiction Request**

**Name of Jurisdiction:** CITY OF PADUCAH

**Date Submitted:** SEPTEMBER 23, 2025

**Local Appeals Board:**  X  Yes   No

If Yes, list current members below:

1. SEE ATTACHMENT
- 2.
- 3.
- 4.
- 5.

(Attach additional pages if needed.)

**Use Groups** Please indicate the Use Groups requested below:

- X  Assembly
- X  Business
- X  Educational (Non-licensed facilities)
- X  Factory/industrial
- X  Mercantile
- X  Hazardous (Must document experience with hazardous materials)
- X  Residential (1 & 2 Family must be included in expanded applications)
- X  Storage
- X  Utility and Miscellaneous

# Expanded Jurisdiction- Renewal

Name of Jurisdiction: CITY OF PADUCAH

Date Submitted: SEPTEMBER 23, 2025

*Please be sure to include/verify the items below along with the renewal application.*

- X   Application signed by Mayor, City Manager or Judge Executive
- X   An affidavit certifying the local government employs or contracts with a certified building inspector, level III, and a certified electrical inspector, and the name and job title for each inspector
- X   List of all employee names in the building inspection department and their job titles
- EXHIBIT A Building and Electric Fee Schedules
- EXHIBIT B Building & Electric Fee Ordinances
- N/A   Employment Contracts (If applicable)
- X   Inter-local Agreements (If applicable)
- EXHIBIT C Local Appeals Board members (See attached)
- X   Listing of Use Groups requested in application (See attached)
- X   Sample **completed** plan review forms and/or checklists including residential SFD, commercial construction, sprinkler, fire alarm, range hood, and pool reviews.
- X   Sample **completed** certificates of occupancy (Commercial & Residential)
- X   Sample **completed** plan application form
- X   Sample **completed** inspection report
- X   Samples of: Approval Notice and/or permit, Disapproval Notice, Stop Work Notice & Notice of Violation  
(See 105.3.1, 115.2 & 114.2 KBC)

## Greg Cherry

---

**From:** Janet Dicke  
**Sent:** Wednesday, September 24, 2025 9:58 AM  
**To:** Greg Cherry  
**Subject:** Staff

Greg Cherry – Deputy Chief Fire Marshal  
April Tinsman – Battalion Chief  
Matt Stevens – Deputy Fire Marshal  
Les Fugate – Chief Building Inspector  
Scott Herrin – Deputy Building Inspector  
Vaughn Hugen – Chief Electrical Inspector  
Jeff Prescott – Deputy Electrical Inspector  
Steve Utz – Code Enforcement Officer I  
David Jones - Code Enforcement Officer I  
Matt Willett - Code Enforcement Officer I  
Debbie McGee – Permit Technician  
Janet Dicke – Senior Administrative Asst.



Janet Dicke  
Senior Administrative Asst.  
Paducah Fire Department  
Fire Prevention Division  
300 South 5<sup>th</sup> Street  
Paducah, KY 42003  
270-444-8522 - Office  
270-444-8582 - Fax  
[www.paducahky.gov](http://www.paducahky.gov) | [map-gis.org](http://map-gis.org)  
[Tell Us How We're Doing](#)



EXHIBIT A

**If the cost is:**

**The fee shall be:**

**New construction and additions**

\$150.00

Less than \$35,000.00

\$35,000.00 up to \$100,000.00

\$150.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.

\$100,001.00 up to \$500,000.00

\$410.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00.

\$500,001.00 up to \$10,000,000.00

\$1,610.00 plus \$1.00 for each additional \$1,000.00 or fraction thereof, up to and including \$10,000,000.00.

More than \$100,000,000.00

\$11,100.00 plus \$0.50 for each additional \$1,000.00 or fraction thereof.

**Renovation and miscellaneous**

\$60.00

Less than \$13,000.00

\$13,000.00 up to \$100,000.00

\$60.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.

\$100,001.00 up to \$500,000.00

\$408.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00.

\$500,001.00 up to \$10,000,000.00

\$1,608.00 plus \$1.00 for each additional \$1,000.00 or fraction thereof, up to and including \$10,000,000.00.

More than \$100,000,000.00

\$11,108.00 plus \$0.50 for each additional \$1,000.00 or fraction thereof.

**Electrical for new construction**

\$100.00

Less than \$23,000.00

\$23,000.00 up to \$100,000.00

\$100.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.

\$100,001.00 up to \$500,000.00

\$408.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00.

\$500,001.00 up to \$10,000,000.00

\$1,608.00 plus \$1.00 for each additional \$1,000.00 or fraction thereof, up to and including \$10,000,000.00.

More than \$100,000,000.00

\$11,108.00 plus \$0.50 for each additional \$1,000.00 or fraction thereof.

EXHIBIT A

One and Two Family Residential Building Flat / Minimum Permit Fee Schedule

WORK	Flat Fee	Minimum Fee
Accessory Buildings	\$60.00	
Swimming Pool	\$75.00	
Fence	\$60.00	
Mechanical (venting, gas lines, exhaust, other)	\$60.00	
Renovations/ Repairs		\$60.00 (g)
Residential Generator (Fuel Gas)	\$75.00	
Decks / Patios / Skirt walls		\$60.00 (g)

Miscellaneous Permit Fee Schedule

WORK	Flat Fee	Minimum Fee
Tents/Canopy/Stand	\$60.00	
Kiosk		\$60.00 (g)
Property Maintenance	\$60.00	
Signs		\$60.00 (g)
Other commercial (remodels, repairs & work not specifically referenced)		\$60.00 (g)

Miscellaneous Electrical Permit Fee Schedule

WORK	Flat Fee	Minimum Fee
Residential Accessory Buildings		\$60.00 (g)
Residential Partial Rewire / Service upgrade/ Repairs		\$60.00 (g)
Residential Temporary services/ Manufactured Home Service		\$60.00 (g)
Residential Generator	\$75.00	
Residential Pool / Hot Tub	\$60.00	
Property Maintenance (with rewire)	\$100.00	
Property Maintenance (without rewire)	\$60.00	
Tents/Canopy/Stand		\$60.00 (g)
Electric for Sign		\$60.00 (g)
Railroad / Utility services / Kiosk		\$60.00 (g)

**Other permits:** \$100.00

Demolition permit \$50.00 for one and two family dwellings  
\$100.00 for all other structures

Mechanical permits All permit fees are in accordance with the KRS 198B

**Secs. 18-6—18-30. Reserved.**

***ARTICLE II. STANDARD CODES ADOPTED<sup>1</sup>***

**Sec. 18-31. Building and residential code adopted; applicability of building and residential code.**

- (a) The Kentucky Building Code and the Kentucky Residential Code are hereby adopted by reference and made a part of this Code as if fully set forth herein.
- (b) The Kentucky Building Code is hereby made applicable to all buildings within the City, excluding one- and two-family dwellings.
- (c) The Kentucky Residential Code is hereby made applicable to all one- and two-family dwellings and normally accepted accessory structures.

(Code 1968, § 7-6; Code 1996, § 150.15; Code 1997, § 18-31; Ord. of 3-28-1967; Ord. No. 80-3-1873, 3-11-1980; Ord. No. 81-4-2081, 4-28-1981; Ord. No. 83-6-2389, 6-14-1983; Ord. No. 96-12-5618, 12-30-1996; Ord. No. 2003-2-6619, § 1, 2-25-2003; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

State law reference(s)—Adoption by reference, KRS 83A.060(5).

**Sec. 18-32. Reserved.**

**Sec. 18-33. Fire prevention code.**

For provisions concerning the adoption of the Kentucky Standards of Safety (Fire Prevention Code) by the City, see sections 46-30.5 through 46-34.

(Code 1996, § 150.17; Code 1997, § 18-33; Ord. No. 92-1-4710, 1-14-1992; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Sec. 18-34. Reserved.**

**Sec. 18-35. Electrical code.**

The National Electrical Code is incorporated by reference in the Kentucky Building Code adopted by section 18-31. The National Electrical Code is to be the standard by which inspections are conducted and made part of the public records of the City by this section.

(Code 1968, § 7-28; Code 1996, § 150.19; Code 1997, § 18-35; Ord. of 12-28-1965; Ord. No. 74-12-1057, 12-10-1974; Ord. No. 78-1-1526, 1-24-1978; Ord. No. 80-11-2032, 11-25-1980; Ord. No. 96-2-5451, 2-27-1996; Ord. No.

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<sup>1</sup>State law reference(s)—Housing, buildings, and construction-building code, KRS ch. 198B; local enforcement of Uniform State Building Code, KRS 198B.060.

2003-2-6620, § 1, 2-25-2003; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

State law reference(s)—Adoption by reference, KRS 83A.060(5).

**Secs. 18-36—18-60. Reserved.**

### ***ARTICLE III. PERMITS AND FEES<sup>2</sup>***

#### **Sec. 18-61. Issuance of permits; permit fees.**

- (a) The Building and/or Electrical Inspector shall, upon their approval of plans and specifications for buildings and structures and components therein, in accordance with the provisions of the building codes adopted by this chapter and all laws and ordinances relating to the same subject matter, issue a permit required by said building codes to the applicant therefor upon the payment to the City of the fees set forth in subsections (e) and (g) of this section based upon the value of construction, alteration or repair of the building or structure, as determined with building valuation data, less the contract price of the electrical contract as determined in subsection (b) of this section and, less the contract price of the HVAC contract as determined by subsection (c) of this section.
- (b) For making electrical inspections as provided in this article, there shall be a charge for electrical contractors, where the contract price can be determined and verified or based upon the value of construction, alteration or repair, as set forth in subsection (f) of this section.
- (c) For making HVAC inspections as provided in this chapter, there shall be a charge for HVAC contractors, based upon the value of initial installation, alteration, replacement and repairs as set forth by the Department of Housing Building and Construction, HVAC division.
- (d) The Fire Prevention Division shall issue permits for the demolition, wrecking, razing or moving of buildings or other structures, as required by the codes adopted by the City, when the applicant therefor has complied with provisions of the codes adopted by the City and adopted by this Code and all laws and ordinances relating to the same subject matter, and has paid to the City a fee of \$50.00 for one- and two-family dwellings and \$100.00 for all other uses. All demolition permits shall expire at the end of sixty (60) days. All applicants for a demolition permit shall provide the Fire Prevention Division a site at which all nonsalvageable materials will be dumped. A certificate of liability insurance in the minimum amount of \$100,000.00 combined single limit for personal injury and property damage shall be required when the building being demolished is within five (5) feet of any building owned by another person. All demolitions shall include all material above and below grade, covered with dirt, seeded and fertilized, except as hereinafter provided. If the slab is touching a party wall, the owner may, instead of removing the slab, provide a solid screening barrier of appropriate size approved by the Fire Prevention Division, along the portions of the property adjoining rights-of-way. A sewer disconnect permit shall be obtained from the Paducah McCracken County Joint Sewer Agency to cap or plug all sewer connections. All sewer connections related to a permitted demolition shall be properly plugged and inspected by the Fire Prevention Division prior to abandonment.
- (e) Building permit fees for new construction and additions subject to minimum or flat fees below:
  - (1) If the value is less than \$35,000.00, the fee shall be \$150.00.

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<sup>2</sup>State law reference(s)—Local enforcement of Uniform State Building Code, KRS 198B.060.

EXHIBIT B

- (2) If the value is more than \$35,000.00, the fee shall be \$150.00 for the first \$35,000.00, plus \$4.00 for each additional \$1,000.00 or fractional part thereof, up to and including \$100,000.00.
- (3) If the value is more than \$100,000.00, up to and including \$500,000.00, the fee shall be \$410.00 plus \$3.00 for each additional \$1,000.00, up to and including \$500,000.00.
- (4) If the value is more than \$500,000.00, up to and including \$10,000,000.00, the fee shall be \$1,610.00 plus \$1.00 for each \$1,000.00, up to and including \$10,000,000.00.
- (5) If the value is more than \$10,000,000.00, the fee shall be \$11,110.00 plus \$0.50 for each \$1,000.00 thereafter.

*One- and Two-Family Residential Building Flat/Minimum Permit Fee Schedule*

Work	Flat Fee	Minimum Fee
Accessory buildings	\$60.00	
Swimming pool	\$75.00	
Fence	\$60.00	
Mechanical (venting, gas lines, exhaust, other)	\$60.00	
Renovations/repairs		\$60.00 (g)
Residential generator (fuel gas)	\$75.00	
Decks/patios/skirt walls		\$60.00 (g)

*Miscellaneous Permit Fee Schedule*

Work	Flat Fee	Minimum Fee
Tents/canopy/stand	\$60.00	
Kiosk		\$60.00 (g)
Property maintenance	\$60.00	
Signs		\$60.00 (g)
Other commercial (remodels, repairs and work not specifically referenced)		\$60.00 (g)

(f) Electrical permit fees subject to minimum or flat fees below:

- (1) If the value is less than \$23,000.00, the fee shall be \$100.00.
- (2) If the value is more than \$23,000.00, the fee shall be \$100.00 for the first \$23,000.00, plus \$4.00 for each additional \$1,000.00 or fractional part thereof, up to and including \$100,000.00.
- (3) If the value is more than \$100,000.00, up to and including \$500,000.00, the fee shall be \$408.00 plus \$3.00 for each additional \$1,000.00, up to and including \$500,000.00.
- (4) If the value is more than \$500,000.00, up to and including \$10,000,000.00, the fee shall be \$1,608.00 plus \$1.00 for each \$1,000.00, up to and including \$10,000,000.00.
- (5) If the value is more than \$10,000,000.00, the fee shall be \$11,108.00 plus \$0.50 for each \$1,000.00 thereafter.

*Miscellaneous Electrical Permit Fee Schedule*

Work	Flat Fee	Minimum Fee
Residential accessory buildings		\$60.00 (g)

EXHIBIT B

Residential partial rewire/service upgrade/repairs		\$60.00 (g)
Residential temporary services/manufactured home service		\$60.00 (g)
Residential generator	\$75.00	
Residential pool/hot tub	\$60.00	
Property maintenance (with rewire)	\$100.00	
Property maintenance (without rewire)	\$60.00	
Tents/canopy/stand		\$60.00 (g)
Electric for sign		\$60.00 (g)
Railroad/utility services/kiosk		\$60.00 (g)

(g) Miscellaneous permit fees with \$60.00 minimum:

- (1) If the value is less than \$13,000.00, the fee shall be \$60.00.
- (2) If the value is more than \$13,000.00, the fee shall be \$60.00 for the first \$13,000.00, plus \$4.00 for each additional \$1,000.00 or fractional part thereof, up to and including \$100,000.00.
- (3) If the value is more than \$100,000.00, up to and including \$500,000.00, the fee shall be \$408.00 plus \$3.00 for each additional \$1,000.00, up to and including \$500,000.00.
- (4) If the value is more than \$500,000.00, up to and including \$10,000,000.00, the fee shall be \$1,608.00 plus \$1.00 for each \$1,000.00, up to and including \$10,000,000.00.
- (5) If the value is more than \$10,000,000.00, the fee shall be \$11,108.00 plus \$0.50 for each \$1,000.00 thereafter.

(h) Other fees:

- (1) For each additional inspection trip required to be made due to permittee's failure to comply with all codes and standards of safety, each trip: \$25.00.
- (2) For all work performed on Sundays, holidays and after regular working hours, at the request of the permittee, all fees heretofore enumerated shall be doubled.
- (3) The Fire Chief or designee is hereby authorized to and shall have the responsibility for setting a reasonable inspection fee for any wiring, device, apparatus, appliance or equipment which is not specifically covered herein.

(i) In the event that any construction, razing or moving of any building or structure is commenced before a permit is issued for the same by the Fire Prevention Division, a penalty shall be charged for the issuance of a permit in addition to the regular fee, as required by the Kentucky Building and Residential Code.

(Code 1968, § 7-9; Code 1996, § 150.30; Code 1997, § 18-61; Ord. of 9-24-1946; Ord. of 11-15-1966; Ord. No. 74-12-1060, 12-17-1974; Ord. No. 80-5-1900, 5-13-1980; Ord. No. 89-3-4221, 3-28-1989; Ord. No. 96-12-5614, 12-17-1996; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013; Ord. No. 2019-7-8583, § 1, 7-23-2019)

**Sec. 18-62. Reserved.**

Ord. No. 2019-7-8583, § 2, adopted July 23, 2019, repealed § 18-62, which pertained to fees for examination and approval of plans and derived from the Code of 1968, § 7-10; the Code of 1996, § 150.31; the Code of 1997, § 18-62; Ord. No. 80-5-1900, adopted May 13, 1980; Ord. No. 2007-09-7336, adopted September 25, 2007; Ord. No. 2012-6-7928, adopted June 26, 2012 and Ord. No. 2013-7-8044, adopted July 2, 2013.

**Sec. 18-63. Occupancy inspection fees.**

The Fire Prevention Division shall provide inspections for compliance with the Kentucky Building Code and the Kentucky Residential Code adopted by the City, and, whenever the inspections are made for issuing a certificate of occupancy or compliance, whether for new or old construction, except new construction in which compliance with plans and specifications only is sought for which other fees are to be paid, the Inspector shall collect a fee of \$100.00 for inspection of buildings or any part thereof, for the inspection and certificate.

(Code 1968, § 7-10.1; Code 1996, § 150.32; Code 1997, § 18-63; Ord. No. 69-7-231, 7-22-1969; Ord. No. 72-8-690, 8-29-1972; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013; Ord. No. 2019-7-8583, § 3, 7-23-2019)

**Sec. 18-64. Liability insurance required for house moving.**

- (a) Any person applying for a permit to use the streets, alleys and other public ways of the City for the purpose of moving buildings or other structures thereon, which permit is required by the building code, shall obtain and file with the Fire Prevention Division, and continue to keep in force until they have furnished the Fire Prevention Division with certification in writing that such moving work has been completed, a liability insurance policy conditioned for the benefit of persons suffering injury, loss or damage to their persons or property resulting from any negligence in connection with the use of the streets, alleys and other public ways for the purpose of moving buildings or other structures thereon, or as a result of the negligence of the City, its officers, agents or employees, and such policy shall protect the City against any liability which may be imposed by law upon it by reason of the use of the streets, alleys or other public ways for that purpose. Such policy shall be in the sum of not less than \$100,000.00 for the injury or death of any one (1) person, not less than \$300,000.00 for the injury or death of all persons affected by any one (1) accident, and not less than \$50,000.00 for the benefit of any person who may suffer property damage in any one (1) accident resulting from the use of streets, alleys and other public ways for the purpose of moving buildings or other structures thereon. The policy of insurance shall, as to the form thereof and the solvency of the insurance company is subject to the approval of the Fire Prevention Division. The Deputy Chief/Fire Marshal of the Fire Prevention Division is authorized and empowered to surrender for cancellation such liability policy after the Deputy Chief/Fire Marshal has determined that the moving of the building or other structure for which the permit is granted has been completed.
- (b) In addition to the above mentioned insurance, no permit to use the streets, alleys and public ways of the City for the purpose of moving buildings or other structures thereon will be issued until the applicant provides a bond on an insurance company licensed to do business in the State, in favor of the City, protecting the City from damage to the streets, alleys and other public ways including, but not limited to, traffic-control devices, in the penal sum of \$100,000.00.

(Code 1968, § 7-12; Code 1996, § 150.33; Code 1997, § 18-64; Ord. of 5-21-1940; Ord. of 11-14-1950; Ord. No. 80-3-1873, 3-11-1980; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Sec. 18-65. Collection and disposition of fees.**

It shall be the duty of the Fire Prevention Division to collect the fees prescribed in this chapter and to promptly remit to the Finance Director the amounts so collected, and the amount of such fees shall be paid into and become a part of the general fund.

(Code 1968, § 7-15; Code 1996, § 150.34; Code 1997, § 18-65; Ord. of 9-24-1946; Ord. of 3-6-1951; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Secs. 18-66—18-89. Reserved.**

## **ARTICLE IV. ELECTRICAL WORK**

### **Sec. 18-90. Chief Electrical Inspector and Deputy Electrical Inspector.**

- (a) The Chief Electrical Inspector, who shall be an inspector certified by the Department of Housing, Buildings and Construction, shall administer and enforce all of the provisions of the National Electrical Code incorporated in the Kentucky Building Code adopted by section 18-31 and the Chief Electrical Inspector shall further enforce all rules and regulations of the power company servicing the City pertaining to the installation of electrical services.
- (b) In the event of the Chief Electrical Inspector's absence from the City or inability to serve, the Fire Chief shall designate and appoint another employee, who shall be an electrical inspector certified by the Department of Housing, Buildings and Construction, of the City to act as Interim Chief Electrical Inspector during Chief Electrical Inspector's absence or disability, and such Interim Chief Electrical Inspector, in such event, shall have the same powers and perform the same duties as the Chief Electrical Inspector. The Department of Housing, Buildings and Construction shall be notified of a designation of Interim Chief Electrical Inspector within ten (10) days of appointment/designation.
- (c) They shall receive applications for electrical permits required by the electrical code, issue such permits and furnish the prescribed certificates. They shall examine premises for which permits have been issued and make certain all inspections are prosecuted safely.
- (d) The Electrical Inspectors shall be generally informed on the quality of materials, on the prevailing methods of electrical wiring, and on good practice in fire prevention. They shall be in good health, physically capable of making the necessary examinations and inspections of buildings in course of construction. They shall not have any interest whatever, directly or indirectly, in the sale or manufacture of any material, process or device entering into or used in or in connection with building construction.

(Code 1997, § 18-90; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Sec. 18-91. Reserved.**

### **Sec. 18-92. Inspection and approval of new installations.**

It shall be unlawful for any person to conceal electrical wiring until after such wiring has been inspected by the Electrical Inspector and a certificate of approval issued. It shall be unlawful for any electric light or power company to connect with or furnish current to any electrical installation within the corporate limits of the City until such electrical installation has been inspected and a certificate of approval and acceptance issued.

(Code 1968, § 7-35; Code 1996, § 150.46; Code 1997, § 18-92; Ord. of 3-6-1951; Ord. of 5-29-1951; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

### **Sec. 18-93. Disconnection of service because of defects in wiring.**

- (a) *Authority to order disconnection.*
  - (1) The Electrical Inspector of the City is hereby empowered to order a discontinuance of electrical power to any building or structure within the City when the wiring or any portion thereof is found to be in

violation of the Kentucky Building Code when said violations constitute an immediate hazard to life or property.

- (2) The Electrical Inspector shall serve on the electrical power company a written order stating the address and location to which the power is to be discontinued, and the power shall not be reconnected until approved by the Electrical Inspector.

(b) *Appeals.*

- (1) Any party aggrieved hereby may appeal the decision of the Electrical Inspector to the Building, Electrical and Fire Codes Appeals Board within twenty-four (24) hours of the receipt of written notification of the intention to discontinue electrical service.
- (2) The Building, Electrical and Fire Codes Appeals Board shall meet within twenty-four (24) hours, excluding Saturdays and Sundays, after receipt of a written appeal. The Building, Electrical and Fire Codes Appeals Board shall make a decision, upholding the decision of the Building and Electrical Inspector or overruling the Building and Electrical Inspector, within twenty-four (24) hours. Either party may appeal the decision of the Building, Electrical and Fire Codes Appeals Board to the Kentucky Board of Housing, Building and Construction. The electrical power company shall not discontinue service until all appeals are exhausted.

- (c) *Reconnection.* In the event electric service has been disconnected or discontinued in any building or structure because of any defects therein necessitating a rewiring of such building or structure or the replacing of any material part of the wiring therein, a certificate of inspection shall be secured from the Electrical Inspector before service is reconnected, but no inspection shall be required nor any certificate of inspection secured in any case where the removal of a meter has resulted from the voluntary discontinuance of service or change of tenants or occupants in a building where the wiring therein has not thereafter been replaced or renewed.

(Code 1968, § 7-36; Code 1996, § 150.47; Code 1997, § 18-93; Ord. of 3-6-1951; Ord. No. 80-3-1873, 3-11-1980; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Secs. 18-94—18-120. Reserved.**

## **ARTICLE V. ADMINISTRATION AND ENFORCEMENT**

### **Sec. 18-121. Chief Building Inspector and Deputy Building Inspectors.**

- (a) The Chief Building Inspector, who shall be certified by the Department of Housing, Buildings, and Construction, shall be charged with the duty of administering and enforcing the building code and the standards of safety adopted by this chapter, as well as the provisions of all laws and ordinances relating to the erection, construction, alteration, addition to, repair of, inspection, moving and safety of buildings, structures, signs, fire escapes and other protective devices, and shall pass upon all questions relating to the strength and durability of buildings, structures and materials, and shall examine and approve all plans and specifications therefor before any required permit shall be issued.
- (b) They shall receive applications for building permits required by KRS 198B.060, issue such permits and furnish the prescribed certificates. They shall examine premises for which permits have been issued and make all inspections necessary to see that the provisions of law are complied with and that construction is prosecuted safely.

- (c) The Building Inspectors shall be generally informed on the quality and strength of building materials, on the prevailing methods of building construction, on good practice in fire prevention, and on the accepted requirements for safe exit facilities. They shall not have any interest whatever, directly or indirectly, in the sale or manufacture of any material, process or device entering into or used in or in connection with building construction.
- (d) In the event of the Chief Building Inspector's absence from the City or inability to serve, the Fire Chief shall designate and appoint another employee of the City to act as Interim Chief Building Inspector during the Chief Building Inspector's absence or disability, and such Interim Chief Building Inspector, in such event, shall have the same powers and perform the same duties as the Chief Building Inspector.

(Code 1996, § 150.60; Code 1997, § 18-121; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Sec. 18-122. Reserved.**

**Sec. 18-123. Building, Electrical and Fire Codes Appeals Board.**

- (a) Established. There is hereby established and created a Building, Electrical and Fire Codes Appeals Board of the City.
- (b) Purpose. The purpose of said Appeals Board is to hear appeals of the decisions of the Inspectors of the Fire Prevention Division.
- (c) Membership. The Appeals Board shall consist of seven (7) members, four (4) of whom shall be technically qualified persons with professional experience related to the building industry and shall be familiar with the Kentucky Building Code, two (2) of whom shall be persons in the electrical trade knowledgeable with the applicable electrical code, and one (1) utility company official. The members of the Appeals Board shall be appointed by the Mayor, subject to approval of the Board of Commissioners.
- (d) Term of office; vacancies; compensation of members.
  - (1) Three (3) members shall be appointed for a term of three (3) years or until their successors are appointed and qualified.
  - (2) Vacancies shall be filled in the same manner as original appointments are made.
  - (3) The members of the Appeals Board shall serve without compensation.
- (e) A majority of the members of the Appeals Board shall constitute a quorum for all purposes. A decision reached by a majority of the Appeals Board members present at a properly called meeting shall constitute a decision of the entire Board.
- (f) No local building official or employee of the City shall be appointed to the Appeals Board. No member of the Appeals Board shall hear an appeal in a case in which such member has a financial interest.
- (g) Any party to a decision by the Fire Prevention Division may appeal that decision to the Appeals Board. Upon receipt of an appeal from a qualified party, the Appeals Board shall convene a hearing to consider the appeal within fifteen (15) days of receipt of the appeal. All parties to the appeal shall be notified of the time and place of the hearing by letter mailed by certified mail, no later than ten (10) days prior to the date of hearing. The Appeals Board shall render a decision within five working days after the hearing. The Appeals Board may uphold, amend or reverse the decision of the Fire Prevention Division and there shall be no appeal from the decision of the Appeals Board other than by appeal to the Kentucky Board of Housing, Buildings, and Construction.

(Code 1968, §§ 7-20—7-26, 7-40, 7-40.2—7-40.3, 7-40.5—7-40.11; Code 1996, §§ 150.62, 150.63; Code 1997, §§ 18-123, 18-124; Ord. No. 80-2-1865, 2-12-1980; Ord. No. 80-3-1884, 3-25-1980; Ord. No. 81-9-2146, 9-8-1981; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Sec. 18-124. Reserved.**

**Sec. 18-125. Violations.**

Whenever an Inspector within the Fire Prevention Division has reasonable cause to believe that any person has violated any provision of this chapter or of any code or standards adopted by this chapter, or of any law or ordinance relating to the construction or wrecking of any building or structure, it shall be such Inspector's duty to cause a warrant to be issued against such person and it shall be the Inspector's duty to render all possible assistance in the prosecution of such charges.

(Code 1968, § 7-16; Code 1996, § 150.64; Code 1997, § 18-125; Ord. of 9-24-1946; Ord. No. 2007-09-7336, § 1, 9-25-2007; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

**Sec. 18-126. Penalty.**

- (a) In accordance with KRS 198B.990, any person who violates any provision of this chapter or the Uniform State Building Code, or any directive or order issued pursuant thereto, shall be guilty of a civil offense and shall be fined not less than \$10.00 or more than \$1,000.00. Each day the violation continues shall constitute a separate offense.
- (b) Any person who shall violate any provision of this chapter, other than violations of the building code, for which no other penalty is provided, shall be fined not less than \$25.00, nor more than \$250.00, or imprisoned for not more than ninety (90) days, or both.
- (c) Any person violating section 8-3 shall be fined not less than \$50.00 and no more than \$250.00 for each offense, and each day's violation shall constitute a separate and distinct offense.

(Code 1996, § 150.99; Code 1997, § 18-126; Ord. No. 2012-6-7928, § 3, 6-26-2012; Ord. No. 2013-7-8044, § 1, 7-2-2013)

# Residential Plan Review Record

2018 KRC

<b>Builder/Homeowner</b> Brian Beard Residence	<b>Date Plan Received</b>
<b>Construction</b> Detached garage	<b>Dated Reviewed</b> 5/23/2025
<b>Street</b> 36 Martin Circle	<b>Reviewed By</b> L Fugate

<b>Attn:</b>	<b>Phone #</b>
<b>Owner:</b>	<b>Email:</b>
<b>Address:</b>	

<b>Attn:</b> Jonathan Smith	<b>Phone #</b>
<b>Contractor:</b> Homestead Builders	<b>Email:</b>
<b>Address:</b>	

<b>Attn:</b>	<b>Phone #</b>
<b>Engineer:</b>	<b>Email:</b>
<b>Address:</b>	

<b>Attn:</b>	<b>Phone #</b>
<b>Other:</b>	<b>Email:</b>
<b>Address:</b>	

Use Group	Live Loads	Building Height Stories	Basement Yes/ No	Area / FL or Project	Occupant Load	Minimum Const. Type	Sprinkler Req. / NR Provided	Flood Plain Approval Req. / NR Provided
<b>R-3</b>	40 30 40/30 60 100	1  Feet 16	No	480	200 SF per person	5B	100% / Limited NR	Provided
Fire Separation Distances	Gross Area in Project	Number of Buildings	Alarm System	Tanks or Underground Accessory Structures	Fire Wall	Estimated Constr. Type	Water / Fire Protection	Rangehood System
>5'-0"		1	Line / Low			5B		Yes / No

<b>Notes:</b>	<b>Shop Drawings / Design Drawings</b>
	<input type="checkbox"/> Pre-engineered Building <input checked="" type="checkbox"/> Truss Design Drawings <input type="checkbox"/> Pole Barn Engineer Design <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Unconventional Wood Frame Engineer Design

## BUILDING PLANNING (Chapter 3)

### DESIGN CRITERIA [Table R301.2(1)]

Floor live load (Table R301.5) 40/30  psf  
 Roof live load (Table R301.6) 20 psf  
 Ground snow load 15 psf  
 Basic wind speed 90 mph  
 Wind exposure category (R301.2.1.4) A B C D  
 High wind design criteria applicable (R301.2.1.1) NO  
 Seismic design category (SDC) [Figure R301.2(2)] D2  
 SDC C&D provisions (R301.2.2) Yes  
 Weathering Severe  
 Frost line depth 24 INCH  
 Termite area  Moderate to Heavy  
 Winter design temperature 10 degrees   
 Ice barrier underlayment required  < 3/12 pitch   
 Flood hazards Yes / No

### FIRE-RESISTANT CONSTRUCTION (R302)

         Exterior walls (R302.1, Table R302.1)  
         Townhouse separation (R302.2)

         Continuity and structural independence (R302.2.1, R302.2.4)  
         Parapets and construction (R302.2.2, R302.2.3)  
         Two-family dwelling separation (R302.3)  
         Dwelling unit penetrations (R302.4)  
x          Dwelling/garage opening/penetration protection (R302.5)  
x          Dwelling/garage fire separation (R302.6)  
         Under-stair protection (R302.7)  
         Wall and ceiling finishes (R302.9)  
         Flame spread index (R302.9.1)  
         Smoke-developed index (R302.9.2)  
         Testing (R302.9.3, R302.9.4)  
         Insulation (R302.10)  
         Flame spread/smoke-developed (R302.10.1, R302.10.2)  
         Cellulose loose-fill and exposed attic insulation (R302.10.3, R302.10.4)  
         Testing (R302.10.5)  
         Fireblocking (R302.11)  
         Draftstopping (R302.12)  
         Combustible insulation clearance (R302.14)

### ROOM PLANNING REQUIREMENTS (R303 through R305)

Use	Area (SF)	Width	Minimum Ceiling**	Required Ceiling**	Natural Light*	Natural Ventilation*
Living	<b>70</b>	7'-0"	7'-0"	5'-0"	8% floor area	4% floor area
Dining	70	7'-0"	7'-0"	5'-0"	8% floor area	4% floor area
Kitchen	N.A.	N.A.	7'-0"	5'-0"	8% floor area	4% floor area
Bedroom	70	7'-0"	7'-0"	5'-0"	8% floor area	4% floor area
Bathroom	N.A.	N.A.	<b>6'-8"</b>	5'-0"	3 square feet	1-1/2 square feet

\* See Sections R303.1 & R303.3 for mechanical ventilation and artificial light

\*\* 6'-8" min. at plumbing fixtures and for non-habitable basements.

         Interior and Exterior stair lighting (R303.7 & 8)  
         Required heating (R303.10)

### SANITATION (R306 and R307)

         Water closet  
         Lavatory  
         Tub or shower  
         Kitchen area with sink  
         Sanitary sewer or approved system

### GLAZING (R308)

         Identification (R308.1)  
         Louvered windows or jalousies (R308.2)  
         Human impact loads/hazardous locations (R308.3, R308.4)  
         Skylights and sloped glazing (R308.6)

### GARAGES AND CARPORTS (R309)

         Floor surface noncombustible; sloped floor (R309.1)  
         Carport: open two sides; noncombustible floors; sloped floor (R309.2)  
         Automatic garage door opener (R309.4)  
         Sprinkler reduction for separation dist. (R309.3)

### EMERGENCY ESCAPE AND RESCUE OPENINGS (R310)

         Where required (R310.1)  
         Areas, height, width, operations (R310.1.1 - R310.2.2)  
         Window wells (R310.2.2)  
         Bars, grilles, covers and screens (R310.4)  
         Under decks and porches (R310.2.4)

### MEANS OF EGRESS (R311)

         General (R311.1)  
x          Egress door (R311.2)  
         Landings at exterior doors (R311.3 - R311.3.3)  
         Vertical egress (R311.4)  
         Construction and attachment (R311.5)  
         Hallways (R311.6)  
         Stairway treads, risers profiles (R311.7.5)  
         Stairway landings and walking surfaces (R311.7.6, R311.7.7)  
         Stairway width, headroom, walkline (R311.7.1)  
         Handrails required (R311.7.8)

<b>MEANS OF EGRESS – Cont. (R311)</b>
_____ Handrail height, continuity, grip-size (R311.7.8.1 - R311.7.8.3)
_____ Stairway illumination (R303.6, R311.7.9)
_____ Special stairways (R311.7.10)
_____ Ramp slope, landings, handrails (R311.8)
<b>GUARDS (R312)</b>
_____ Required for open-sided surfaces, stairs, ramps and landings > 30" above floor/grade (R312.1)
_____ Height - 36" (R312.1.2)
_____ Opening limitations (R312.1.3)
<b>SMOKE ALARMS (R314)</b>
_____ Referenced standards (R314.1, R314.2)
<input checked="" type="checkbox"/> _____ Location and interconnection (R314.3)
_____ Interconnection (R314.4)
_____ Combination unit (R314.5)
<input checked="" type="checkbox"/> _____ Power source (R314.6)
_____ Fire alarm systems (R314.7)
<b>CARBON MONOXIDE ALARMS (R315)</b>
<input checked="" type="checkbox"/> _____ New construction (R315.2.1)
_____ Alterations, repair, addition (R315.2.2)
<input checked="" type="checkbox"/> _____ Location (R315.3)
_____ Combination unit (R315.4)
_____ Power source (R315.5)
_____ Permanent fixture (R315.6.3)
<b>FOAM PLASTIC (R302.8, R316)</b>
_____ Labeling (R316.2)
_____ Surface burning, thermal barrier, specific approval (R316.3 - R316.7)

<b>DECAY AND TERMITE PROTECTION (R317 and R318)</b>
_____ Protection required (Table R301.2(1), R317.1, R318.1)
_____ Quality mark (R317.2 and R318.1.1)
<b>SITE ADDRESS (R319)</b>
_____ Address numbers (R319.1)
<b>ACCESSIBILITY (R320)</b>
_____ Type B dwelling units applicable (R320.1)
<b>ELEVATORS/PLATFORM LIFTS (R321)</b>
_____ Referenced standards (R321.1 - R321.3)
<b>FLOOD-RESISTANT CONSTRUCTION (R322)</b>
_____ General (R322.1)
_____ Hazard area and requirements (local)
_____ Design professional (R322.3.6)
<b>STORM SHELTERS (R323)</b>
_____ General and referenced standard (R323.1)
<b>MEZZANINE (R325)</b>
_____ Area (R325.1)
<b>SWIMMING POOLS, SPA, HOT TUBS (R326)</b>
_____ Barrier (R326.8)
_____ Location on site (R326.9)
<b>POST FRAME STRUCTURES(R327)</b>
_____ Limitations (R327.1)
_____ Construction (R327.2 – R327.7)
<b>TINY HOUSES (R328)</b>
_____ Definition (R328.2)
_____ Minimum area and heights (R328.3 - .4)
_____ Egress and escape (R328.5 – R328.11)

## FOUNDATION (Chapter 4)

<b>MATERIALS (R402)</b>
_____ Wood foundations (R402.1)
_____ Concrete, compressive strength (R402.2)
<b>FOOTINGS (R403)</b>
_____ Soil bearing value (R401.4, R403.1)
_____ Footing width (Table R403.1 (1)(2)(3))
_____ Footing edge thickness = 6" minimum; footing projection = 2" minimum, but ≤ footing thickness (R403.1.1)
<input checked="" type="checkbox"/> _____ Footings in SDC C or D (R403.1.2, R403.1.3 and R403.1.6.1)
_____ Depth below (outside) grade = 12" minimum; but below frost line except for frost protected footings.(R403.1.4, R403.1.4.1 and R403.1.4.2)
<input checked="" type="checkbox"/> _____ Sill plate bolting in concrete/masonry = 1/2" diameter bolts, within 12" but not less than 7 bolt diameters from corner, 7" embedment (R403.1.6)
_____ Footings adjacent to slopes (R403.1.7)
_____ Frost protected shallow foundations (R403.3)
_____ Footings for precast conc foundation (R403.4)

<b>FOUNDATION WALLS (R404 - R406)</b>
_____ Masonry foundation walls (R404.1.1)
_____ Wall height, unbalanced backfill, nominal thickness [Tables R404.1.1(1) - R404.1.1(4), R404.1.5.1]
_____ Reinforcement size and spacing [Tables R404.1.1(2) - R404.1.1(4)]
_____ Concrete foundation walls (R404.1.2)
_____ Wall height, unbalanced backfill, nominal thickness [Tables R404.1.2(2) - R404.1.2(8), R404.1.5.2]
_____ Horizontal and vertical reinforcement size and spacing [Tables R404.1.2(1) - R404.1.2(8), R404.1.2.2, R404.1.2.3.7]
_____ Stay-in-place forms (R404.1.3.3.6.1)
<input checked="" type="checkbox"/> _____ SDC C and D provisions (R404.1.4)
_____ Height above finished grade (R404.1.6)
_____ Sill plate size (R404.3)
_____ Precast concrete foundation walls (R404.5)
_____ Drains required if habitable or usable spaces are below grade* (R405)
_____ Soil class (Table R405.1)

## FOUNDATION – Cont.

\_\_\_\_\_ Dampproofing if basements are below grade\* (R406.1)

\_\_\_\_\_ Waterproofing if high water table\* (R406.2)

\* If uninhabitable, see Under-Floor Space (R408)

### COLUMNS (R407)

\_\_\_\_\_ Protection from decay or corrosion (R407.1 and R407.2)

\_\_\_\_\_ Structural requirements (R407.3)

\_\_\_\_\_ Anchorage (R407.3)

\_\_\_\_\_ Wood columns (minimum 4" square) (R407.3)

\_\_\_\_\_ Steel columns (minimum 3" diameter, Schedule 40 pipe) (R407.3)

### UNDER-FLOOR SPACE (R408)

\_\_\_\_\_ Ventilation (R408.1 and R408.2)

\_\_\_\_\_ Unvented crawl space (R408.3)

\_\_\_\_\_ Access (R408.4)

x \_\_\_\_\_ Removal of debris (R408.5)

\_\_\_\_\_ Finished grade (R408.6)

\_\_\_\_\_ Flood resistance (R408.7)

## FLOORS (Chapter 5)

### WOOD JOISTS AND GIRDERS (R502)

\_\_\_\_\_ Species and grade (R502.1)

\_\_\_\_\_ Joists — Sleeping areas, LL = 30 psf [Table R502.3.1(1)]

\_\_\_\_\_ Joists — Nonsleeping areas, LL = 40 psf [Table R502.3.1(2)]

\_\_\_\_\_ Cantilevered joists [Tables R502.3.3(1) and R502.3.3(2)]

\_\_\_\_\_ Girder spans and header spans for exterior bearing walls [Table R602.7(1)]

\_\_\_\_\_ Girder spans and header spans for interior bearing walls [Table R602.7(2)(3)]

\_\_\_\_\_ Joists under bearing partitions (R502.4)

\_\_\_\_\_ Bearing (1.5" minimum on wood or metal; 3" on masonry or concrete) and lapped joists (3") (R502.6, R502.6.1)

\_\_\_\_\_ Lateral restraint and bridging (R502.7, R502.7.1)

\_\_\_\_\_ Drilling and notching (R502.8)

\_\_\_\_\_ Fastening (R502.9)

\_\_\_\_\_ Framing of openings (R502.10)

\_\_\_\_\_ Wood trusses (R502.11)

\_\_\_\_\_ Draftstopping / Firestopping (R502.12 & .13)

### LUMBER FLOOR SHEATHING (R503.1)

\_\_\_\_\_ Allowable span (Table R503.1)

\_\_\_\_\_ End joints (R503.1.1)

### WOOD STRUCTURAL PANEL SHEATHING (R503.2)

\_\_\_\_\_ Grade (R503.2.1)

\_\_\_\_\_ Thickness (R503.2.1)

\_\_\_\_\_ Allowable spans [Tables R503.2.1.1(1) and R503.2.1.1(2)]

\_\_\_\_\_ Installation [Table 602.3(1)]

### PARTICLEBOARD UNDERLAYMENT (R503.3)

\_\_\_\_\_ Grade (R503.3.1)

\_\_\_\_\_ Thickness (R503.3.2)

\_\_\_\_\_ Installation [Table R602.3(1)]

### TREATED-WOOD FLOORS (ON GROUND) (R504)

\_\_\_\_\_ Base course: 4" thick with maximum 3/4" gravel or 1/2" crushed stone (R504.2.1)

\_\_\_\_\_ Moisture barrier: placed over base course (R504.2.2)

\_\_\_\_\_ Materials (R504.3)

### STEEL FLOOR FRAMING (R505)

\_\_\_\_\_ Cold-formed steel; applicability limits; in-line framing (R505.1)

\_\_\_\_\_ Structural framing (R505.2)

\_\_\_\_\_ Material (R505.2.1)

\_\_\_\_\_ Identification (R505.2.2)

\_\_\_\_\_ Corrosion protection (R505.2.3)

\_\_\_\_\_ Fastening (R505.2.4)

\_\_\_\_\_ Floor construction (R505.3)

### CONCRETE FLOORS (ON GROUND) (R506)

\_\_\_\_\_ Thickness: 31/2" minimum; Concrete strength (R506.1)

\_\_\_\_\_ Support: prepared subgrade; maximum earth fill = 8"; maximum sand or gravel fill = 24" (R506.2.1)

\_\_\_\_\_ Base course: 4" graded with 2" maximum aggregate (R506.2.2)

\_\_\_\_\_ Vapor retarder (R506.2.3)

\_\_\_\_\_ Reinforcement support (R506.2.4)

### EXTERIOR DECKS (R507)

\_\_\_\_\_ Attachment (R507.2)

\_\_\_\_\_ Composites (R507.3)

\_\_\_\_\_ Decking, joist, girder spans (R507.4 - R507.7)

\_\_\_\_\_ Post connection (R507.7.1)

\_\_\_\_\_ Post sizing (R507.8)

\_\_\_\_\_ Footing size (R507.8.1)

## WALL CONSTRUCTION (Chapter 6)

### GENERAL (R601)

- \_\_\_\_\_ Design (R601.2)
- \_\_\_\_\_ Component and cladding wind loads  
[Table R301.2(2)]
- \_\_\_\_\_ Vapor retarders (R601.3)

### WOOD CONSTRUCTION (R602)

- \_\_\_\_\_ Construction [Figures R602.3(1) and R602.3(2)]
- \_\_\_\_\_ Stud grade (R602.2)
- \_\_\_\_\_ Exterior walls (R602.3)
- \_\_\_\_\_ Stud spacing [R602.3.1, Table R602.3(5)]
- \_\_\_\_\_ Interior load-bearing walls (R602.4)
- \_\_\_\_\_ Interior nonbearing walls: 2" x 3" at 24" o.c. or 2" x 4" flat at 16" o.c. (R602.5)
- \_\_\_\_\_ Drilling and notching — studs (R602.6)
- \_\_\_\_\_ Drilling and notching — top plate (R602.6.1)
- \_\_\_\_\_ Headers [Tables R502.5(1), R502.5(2), R602.7(2) and Figure R602.7(3)]
- \_\_\_\_\_ Fireblocking (R602.8, R302.11)
- \_\_\_\_\_ Cripple walls (R602.9)
- x \_\_\_\_\_ Wall bracing, braced wall lines, lengths, connections, support and joints (R602.10, R602.10.1, R602.10.3, R602.10.6 - R602.10.8)
- \_\_\_\_\_ Bracing based on wind speed  
[Table R602.10.1.3(1)]
- x \_\_\_\_\_ Bracing based on SDC (R602.10.1.1)
- \_\_\_\_\_ Intermittent bracing methods (R602.10.4.1)
- x \_\_\_\_\_ Continuous sheathing (R602.10.4.2)
- x \_\_\_\_\_ Bracing for SDC C and D (R602.10.2.2.1, R602.10.1.5, R602.11)
- \_\_\_\_\_ Wall bracing for stone and masonry veneer  
(Table R602.10.3(4))

### STEELWALL FRAMING (R603)

- \_\_\_\_\_ General (R603.1)
- \_\_\_\_\_ Structural framing (R603.2)
- \_\_\_\_\_ Material (R603.2.1)
- \_\_\_\_\_ Corrosion protection (R603.2.2)
- \_\_\_\_\_ Identification (R603.2.4)
- \_\_\_\_\_ Dimension (R603.2.4)
- \_\_\_\_\_ Fastening (R603.2.5)
- \_\_\_\_\_ Wall construction (R603.3 - R603.5)
- \_\_\_\_\_ Headers (R603.6)
- \_\_\_\_\_ Studs, tracks and structural sheathing  
(R603.7 - R603.9)

### SHEATHING (R604 and R605)

- x \_\_\_\_\_ Wood structural panels (R604)
- \_\_\_\_\_ Particleboard (R605)

### MASONRY CONSTRUCTION (R606)

- \_\_\_\_\_ General design (R606)
- \_\_\_\_\_ SDC C and D (R606.12)
- \_\_\_\_\_ Multiple wythe masonry (R606.13)

### EXTERIOR WALL CONSTRUCTION (R608)

- \_\_\_\_\_ Applicability (R608.2)
- \_\_\_\_\_ Concrete wall systems (R608.3)
- \_\_\_\_\_ Stay-in-place forms (R608.4)
- \_\_\_\_\_ Materials, construction details  
(R608.5 - R608.10)

### EXTERIOR WINDOWS & DOORS (R609)

- \_\_\_\_\_ General; window sills; performance; testing and labeling (R609)

### STRUCTURAL INSULATED PANEL WALL CONSTRUCTION (R610)

- \_\_\_\_\_ Applicability (R610.2)
- \_\_\_\_\_ Materials (R610.3)
- \_\_\_\_\_ Wall panels, construction details (R610.3 - R610.10)

## WALL COVERINGS (Chapter 7)

### INTERIOR WALL COVERING (R702)

- \_\_\_\_\_ Plaster material (R702.2)
- \_\_\_\_\_ Plaster support (R702.2.3)
- x \_\_\_\_\_ Gypsum board material (R702.3.1)
- \_\_\_\_\_ Gypsum board support, application and fastening (R702.3.2 - R702.3.7)
- \_\_\_\_\_ Ceramic tile (R702.4)
- \_\_\_\_\_ Other finishes (R702.5 and R702.6)
- \_\_\_\_\_ Vapor retarder (R702.7)

### EXTERIOR WALL COVERING (R703)

- \_\_\_\_\_ Water-resistive barrier (R703.2)
- \_\_\_\_\_ Wood siding (R703.5)
- \_\_\_\_\_ Attachment and minimum thickness  
(Table R703.3)
- \_\_\_\_\_ Wood shakes and shingles (R703.6)

- \_\_\_\_\_ Exterior plaster (R703.7)
- \_\_\_\_\_ Stone & masonry veneer (R703.8 & Figure R703.8); Steel angle lintels-4" minimum bearing each end (R703.8.2)
- \_\_\_\_\_ Veneer ties: #9 U.S. gage wire or #22 U.S. gage by 7/8" corrugated metal; 24" o.c. maximum horizontal spacing; 2.67 square feet maximum area supported (wind > 30 psf and SDC C or D, maximum area = 2 square feet) (R703.8.4)
- \_\_\_\_\_ Flashing (R703.4)
- \_\_\_\_\_ Exterior insulation and finish systems (R703.9)
- \_\_\_\_\_ Fiber cement siding (R703.10)
- x \_\_\_\_\_ Vinyl siding (R703.11)
- \_\_\_\_\_ Adhered veneer (R703.12)

## ROOF AND CEILING CONSTRUCTION (Chapter 8)

### GENERAL (R801)

\_\_\_\_\_ Design (R801.2 and R801.3)  
 \_\_\_\_\_ Component and cladding wind loads [Table R301.2(2)]

### ROOF FRAMING (R802)

\_\_\_\_\_ Fire-retardant-treated wood (R802.1.5)  
 \_\_\_\_\_ Framing details (R802.3)  
 \_\_\_\_\_ Rafter tie (R802.3.1)  
 \_\_\_\_\_ Collar ties (4' o.c., in upper third of attic) (R802.3.1)  
 \_\_\_\_\_ Purlins (2" x 4" at 4' o.c. minimum) (Figure R802.5.1, R802.5.1)  
 \_\_\_\_\_ Bearing (R802.6)  
 \_\_\_\_\_ Cutting and notching (R802.7)  
 \_\_\_\_\_ Engineered wood products (R802.7.2)  
 \_\_\_\_\_ Lateral support and bridging (R802.8)  
 \_\_\_\_\_ Framing of openings (R802.9)  
 \_\_\_\_\_ Wood trusses (R802.10)  
 \_\_\_\_\_ Roof tie-down (R802.11)

### CEILING JOISTS [Tables R802.4(1), R802.4(2)]

\_\_\_\_\_ Without attic storage, LL = 10psf  
 \_\_\_\_\_ With attic storage LL = 20psf  
 \_\_\_\_\_ Spacing  
 \_\_\_\_\_ Species  
 \_\_\_\_\_ Grade  
 \_\_\_\_\_ Span  
 \_\_\_\_\_ Size

### RAFTERS [Tables R802.5.1(1) - R802.5.1(8)]

\_\_\_\_\_ Ground snow load/LL = 20psf  
 \_\_\_\_\_ Controlling design (LL or snow)  
 \_\_\_\_\_ Ceiling not attached/ceiling attached  
 \_\_\_\_\_ Spacing  
 \_\_\_\_\_ Species  
 \_\_\_\_\_ Grade  
 \_\_\_\_\_ Span  
 \_\_\_\_\_ Size  
 \_\_\_\_\_ HC/HR; Adjustment factor

### ROOF SHEATHING (R803.2)

x \_\_\_\_\_ Grade  
 \_\_\_\_\_ Thickness  
 \_\_\_\_\_ FRTW allowable stresses/grading  
 \_\_\_\_\_ Allowable spans [Table R503.2.1.1(1)]  
 \_\_\_\_\_ Installation (R803.2.3)

### STEEL ROOF FRAMING (R804)

\_\_\_\_\_ General (R804.1)  
 \_\_\_\_\_ Structural framing (R804.2)  
 \_\_\_\_\_ Material (R804.2.1)  
 \_\_\_\_\_ Identification (R804.2.4)  
 \_\_\_\_\_ Corrosion protection (R804.2.3)  
 \_\_\_\_\_ Fastening (R804.2.5)  
 \_\_\_\_\_ Roof construction (R804.3)  
 \_\_\_\_\_ Roof tie-down (R804.3.8 & Table R804.3)

### ROOF VENTILATION (R806)

x \_\_\_\_\_ Ventilation requirements (R806.1 - R806.4)

### ATTIC ACCESS (R807)

x \_\_\_\_\_ Access requirements (807.1)

## ROOF ASSEMBLIES (Chapter 9)

### ROOF CLASSIFICATION (R902)

\_\_\_\_\_ Roof covering materials (R902.1)

### WEATHER PROTECTION (R903)

\_\_\_\_\_ Flashing (R903.2)  
 \_\_\_\_\_ Coping (R903.3)  
 \_\_\_\_\_ Roof drainage (R903.4)

### MATERIALS (R904)

\_\_\_\_\_ Compatibility; specifications; physical characteristics; identification (R904.2 - R904.4)

### REQUIREMENTS FOR ROOF COVERINGS (R905)

x \_\_\_\_\_ Asphalt shingles (R905.2)  
 \_\_\_\_\_ Clay and concrete tile (R905.3)  
 \_\_\_\_\_ Metal roof shingles (R905.4)  
 \_\_\_\_\_ Mineral-surfaced roll roofing (R905.5)

\_\_\_\_\_ Slate and slate-type shingles (R905.6)  
 \_\_\_\_\_ Wood shingles (R905.7)  
 \_\_\_\_\_ Wood shakes (R905.8)  
 \_\_\_\_\_ Built-up roofs (R905.9)  
 \_\_\_\_\_ Metal roof panels (R905.10)  
 \_\_\_\_\_ Modified bitumen roofing (R905.11)  
 \_\_\_\_\_ Thermoset single-ply roofing (R905.12)  
 \_\_\_\_\_ Thermoplastic single-ply roofing (R905.13)  
 \_\_\_\_\_ Sprayed polyurethane foam roofing (R905.14)  
 \_\_\_\_\_ Liquid-applied coatings (R905.15)  
 \_\_\_\_\_ Photovoltaic shingles (R905.16)

### ROOF INSULATION (R906)

\_\_\_\_\_ General (R906.1)

### ROOFTOP MOUNTED PHOTOVOLTAIC SYSTEMS (R907)

\_\_\_\_\_ Mounting (R907.4)  
 \_\_\_\_\_ Wind loading (R907.2)

### REROOFING (R908)

\_\_\_\_\_ Materials and methods (R908.1)  
 \_\_\_\_\_ Structural support (R908.2)  
 \_\_\_\_\_ Recover vs replace (R908.3)

## CHIMNEYS AND FIREPLACES (Chapter 10)

### MASONRY FIREPLACES (R1001)

- \_\_\_\_\_ Construction (Figure R1001.1 and Table R1001.1)
- \_\_\_\_\_ SDC D reinforcing/anchorage (R1001.3 and R1001.4)
- \_\_\_\_\_ Firebox walls and dimensions (R1001.5 and R1001.6)
- \_\_\_\_\_ Steel fireplace units (R1001.5.1)
- \_\_\_\_\_ Lintel (noncombustible) (R1001.7)
- \_\_\_\_\_ Hearth extension material (R1001.9)
- \_\_\_\_\_ Hearth extension (R1001.10)
- \_\_\_\_\_ Fireplace clearance 2" F & S, 4" Rear (R1001.11)
- \_\_\_\_\_ Fireblocking (R1001.12)

### MASONRY CHIMNEYS (R1003)

- \_\_\_\_\_ Construction, seismic anchorage (Table R1001.1, R1003.2, R1003.3, and Figure R1001.1)
- \_\_\_\_\_ Corbeling (R1003.5)
- \_\_\_\_\_ Changes in dimension (R1003.6)
- \_\_\_\_\_ Additional load (R1003.8)
- \_\_\_\_\_ Termination (R1003.9)

- \_\_\_\_\_ Spark arrestors (R1003.9.1)
- \_\_\_\_\_ Wall thickness;  $\geq 4"$  (R1003.10)
- \_\_\_\_\_ Flue lining - material/installation (R1003.11 and R1003.12)
- \_\_\_\_\_ Multiple flues (R1003.13)
- \_\_\_\_\_ Flue area (appliance) (R1003.14)
- \_\_\_\_\_ Flue area (masonry fireplace) (R1003.15)
- \_\_\_\_\_ Inlet (R1003.16)
- \_\_\_\_\_ Cleanout opening (R1003.17)
- \_\_\_\_\_ Chimney clearance (R1003.18)
- \_\_\_\_\_ Fireblocking (R1003.19)
- \_\_\_\_\_ Chimney crickets (R1003.20)

### FACTORY-BUILT FIREPLACES (R1004)

- \_\_\_\_\_ Listed and labeled (R1004.1)
- \_\_\_\_\_ Installation (R1004.2)

### FACTORY-BUILT CHIMNEYS (R1005)

- \_\_\_\_\_ Listed and labeled (R1005.1)
- \_\_\_\_\_ Installation (R1005.3 and R1005.4)

### EXTERIOR AIR SUPPLY (R1006)

- \_\_\_\_\_ Intake size (R1006.2, R1006.4)

## MECHANICAL (Chapter 12-23, NFPA 54 & IMC 2012)

- \_\_\_\_\_ Appliance labeling (M1302, M1303)
- \_\_\_\_\_ Appliance access (M1305, M1402)
- \_\_\_\_\_ Appliance installation (M1307)
- \_\_\_\_\_ Heating and cooling equipment; heating and cooling load calculations (Chapter 14)
- \_\_\_\_\_ Exhaust systems (Chapter 15)
- \_\_\_\_\_ Duct systems (Chapter 16)

- \_\_\_\_\_ Chimney and vent location and terminations (12.1-12.6.2)
- \_\_\_\_\_ Special fuel-burning equipment (NFPA Ch 10)
- \_\_\_\_\_ Hydronic piping (Chapter 21)
- \_\_\_\_\_ Special piping and storage systems (Chapter 22)
- \_\_\_\_\_ Solar systems (Chapter 23)
- \_\_\_\_\_ Penetrations of fire-resistance rated assemblies (R302.4, R302.5)

## FUEL GAS (NFPA 54)

- \_\_\_\_\_ Application (Chapter 1)
- \_\_\_\_\_ General regulations (Chapter 4-5)
- \_\_\_\_\_ Appliance location (Chapter 9)
- \_\_\_\_\_ Air requirements (9.3)
- \_\_\_\_\_ Installation (9.1)
- \_\_\_\_\_ Clearances (9.2)
- \_\_\_\_\_ Electrical and electrical bonding (9.7)
- \_\_\_\_\_ Pipe sizing (Chapter 7)

- \_\_\_\_\_ Piping materials (Chapter 5)
- \_\_\_\_\_ Piping installation (Chapter 7)
- \_\_\_\_\_ Piping support (7.2)
- \_\_\_\_\_ Valves, controls, connections (Chapter 7 & 10)
- \_\_\_\_\_ Venting (Chapter 12)
- \_\_\_\_\_ Misc appliances (Chapter 10)

## ENERGY CONSERVATION (Chapter 11)

**CERTIFICATE (401.3)** A permanent certificate shall be posted on or in the electrical panel.

Prescriptive Based Compliance <sup>a</sup>		Mandatory System Requirements
<b>CLIMATE ZONE</b>	<b>4 EXCEPT MARINE</b>	402.2.3 Access hatches and doors in thermal barrier shall have weatherstripping and insulation equivalent to the surrounding surfaces. 402.4.1 The building thermal envelope shall be durably sealed to limit infiltration, such as: joints, seams, penetrations, site built windows and doors, rough openings, dropped ceilings, knee walls, garage walls and ceiling, common walls, attic openings and rim joists. 402.4.3 Wood burning fireplaces shall have gasketed doors and outdoor combustion air. 403.1.1 Thermostat shall be programmable and preset at final. 403.2.1 Ducts shall be sealed and insulated with R-6 (R-8 in attics and outdoors). T402.4.2 Corners and headers shall be insulated. T402.4.2 Light fixtures in the thermal envelope shall be IC rated and gasketed. T402.4.2 Air barrier shall extend tight to box with insulation cut behind boxes. T402.4.2 Air barrier must be installed in common walls between dwelling units. T402.4.2 HVAC register boots must be sealed and insulated. 404.1 A minimum of 50% of lamps shall be high efficacy at final
	<b>Group R</b>	
Fenestration U-factor <sup>b</sup>	0.35	
Skylight U-factor <sup>b</sup>	.60	
Glazed fenestration <sup>b</sup> SHGC	NR	
Ceiling R-value	38	
Wood frame wall R-value	13	
Mass wall <sup>c</sup> R-value	5 / 10	
Floor R-value	19	
Basement wall <sup>c</sup> R-value	10 / 13	
Slab <sup>d</sup> R-value & Depth	R-10.4ci	
Crawl space wall <sup>e</sup> R-value	R-30	

For SI: 1 inch = 25.4 mm.

ci = Continuous insulation. NR = No requirement.

a. R-values are minimum. U-factors and SHGC are maximums. R-19 batts compressed into a nominal 2x6 framing cavity such that the R-value is reduced by R-1 or more shall be marked with the compressed batt R-value in addition to the full thickness R-value.

b. The fenestration U-factor column excludes skylights. The SHGC column applies to all glazed fenestration.

c. 15/19 means R-15 continuous insulated sheathing on the interior or exterior of the home or R-19 cavity insulation at the interior of the basement wall. 15/19 shall be permitted to be met with R-13 cavity insulation on the interior of the basement wall plus R-5 continuous insulated sheathing on the interior or exterior of the home. 10/13 means R-10 continuous insulated sheathing on the interior or exterior of the home or R-13 cavity insulation at the interior of the basement wall.

d. R-5 shall be added to the required slab edge R-values for heated slabs. Insulation depth shall be the depth of the footing or 2 feet, whichever is less in Zone 1 through 3 for heated slabs.

e. The second R-value applies when no more than half the insulation is on the interior of the mass wall.

# PLAN REVIEW RECORD

# 2018 KBC

<b>Business Name</b> Swift and Staley Inc.  <b>Project Name</b> Office and Vestibule Addition  <b>Street</b> 115 Carlisle Court	<b>Date Plan Received</b> 6/22/2023  <b>Dated Reviewed</b> 6/23/2023  <b>Reviewed By</b> L Fugate
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**Attn:** \_\_\_\_\_ **Phone #** \_\_\_\_\_  
**Owner:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Address:** \_\_\_\_\_

**Attn:** \_\_\_\_\_ **Phone #** \_\_\_\_\_  
**Architect:** Michael D Mcdowell **Email:** \_\_\_\_\_  
**Address:** 248 Goebel Rd., Kevil KY

**Attn:** \_\_\_\_\_ **Phone #** \_\_\_\_\_  
**Engineer:** GCC Engineers, LLC **Email:** \_\_\_\_\_  
**Address:** 124 South 31st, Paducah KY 42001

**Attn:** \_\_\_\_\_ **Phone #** \_\_\_\_\_  
**Other:** I5 Design Group, Inc. **Email:** \_\_\_\_\_  
**Address:** 401 Broadway, Paducah KY 42001

Use Group	Separated	Building Height Stories	Basement Yes/ No	Area / FL or Project	Occupant Load	Minimum Const. Type	Sprinkler Req. / NR Provided	Standpipe Req. / NR Provided
B	<input type="checkbox"/> Non-separated <input checked="" type="checkbox"/>	1 Feet 18	No	4916	49 new	5B	100% / Limited <small>NR</small>	<small>NR/PROVIDED</small>
Sprinkler Provided	Gross Area in Project	Number of Buildings	Alarm System Req. / NR Provided	Tank or Hazardous Materials	Fire Wall	Estimated Constr. Type	Water / Fire Protection	Rangehood System
<input type="checkbox"/> Occupancy <input checked="" type="checkbox"/> Ht./ Area Increase or <input type="checkbox"/> Other Trade offs	9618	1	Manual / Auto <small>NR</small>	Na	Fire Barrier Wall		N/A	Yes / No <input type="checkbox"/> <input type="checkbox"/>

<b>Notes:</b>     	<b>Shop Drawings / Design Drawings</b> <input type="checkbox"/> Pre-engineered Building <input type="checkbox"/> Truss Design Drawings <input type="checkbox"/> Pole Barn Engineer Design <input type="checkbox"/> Bleachers <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Unconventional Wood Frame Engineer Design <input type="checkbox"/> Fire Sprinkler Drawing and Calc. <input type="checkbox"/> Fire Alarm Drawings <input type="checkbox"/> Membrane Structure (perm or temp) <input type="checkbox"/> Cell Tower
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## EXISTING STRUCTURES (Chapter 34 & IEBC)

<input type="checkbox"/> Additions to existing structures (3403.1, 402) <input type="checkbox"/> Existing building + addition meets Height and Area of Chapter 5 (3403.1, 402.1) <input checked="" type="checkbox"/> Addition will not bring existing building into Noncompliance of code (3403.1.4, 402.1) <input type="checkbox"/> Seismic design – addition not structurally independent from existing structure, entire building conform to seismic force resistant requirements (see exceptions) (301.1)	<input type="checkbox"/> Alterations – seismic design required if Seismic forces increase by more than 10% Or decrease design strength of any existing Structural element to resist seismic forces By more than 5% (see exceptions) (402.3) <input type="checkbox"/> Replacement materials meet requirements for new construction (3401.1, 401.2) <input type="checkbox"/> Change of Occupancy (1001.1) <input type="checkbox"/> Historic Buildings (3401.7, 1201.1)
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## STRUCTURAL DESIGN (Chapter 16)

### 1603.1.5 Earthquake Loads

Risk Category  
 Seismic Importance Factor  $I_e$   
 Mapped spectral response accelerations  
 Site Class  
 Spectral Response coefficients,  $S_{ds}$ ,  $S_{d1}$

Seismic Design Category  
 Basic Seismic-Force- Resisting System  
 Design Base Shear  
 Seismic Response Coefficient(s),  $C_s$   
 Response Modification Factor(s),  $R$   
 Analysis Procedure

### STRUCTURAL DESIGN CALCULATIONS

Submitted for all structural members (106, 107.1, 107.2.1, 1604, 1605)  
 DESIGN LOADS ON CONSTRUCTION DOCUMENTS (1603)  
 Uniformly distributed floor live loads (1603.1.1, Table 1607.1)  
 Floor Area Use Loads Shown


### Wind loads (1603.1.4, 1609; Chapter 6 of ASCE 7)

Design procedure (1609.6, 6.1.2 of ASCE 7)  
 Alternate all-heights method (1609.6)  
 Basic wind speed (1609.3; Fig. 6-1 of ASCE 7)  
 II Occupancy category (Table 1604.5; Table 1-1 of ASCE 7)  
 1.0 Wind importance factor,  $I$  (Table 6-1, 6.5.5 of ASCE 7)  
 B Surface roughness/Exposure categories (1609.4; 6.5.6 of ASCE 7)  
 Internal pressure coefficient (Fig. 6-5, 6.5.11.1 of ASCE 7)  
 Component and cladding pressures (6.1.4.2, 6.4.2.2, 6.5.12.4 of ASCE 7)  
 Main wind-force resisting system (6.1.4.1, 6.4.2.1, 6.5.12.2 of ASCE 7)

Live load reduction (1603.1.1, 1607.9, 1607.10)  
 2.0 Roof live loads (1603.1.2, 1607.12)  
 Roof snow loads (1603.1.3, 1608; Chapter of ASCE 7)  
 15 Ground snow load,  $p_g$  (1608.2; 7.2 of ASCE 7)  
 If  $p_g > 10$  psf, flat-roof snow load,  $p_f$  (7.3 of ASCE 7)  
 If  $p_g > 10$  psf, snow exposure factor,  $C_e$  (Table 7-2, 7.3.1 of ASCE 7)  
 1.0 If  $p_g > 10$  psf, snow load importance factor,  $I$  (7.3.3, Table 7-4 of ASCE 7)  
 If  $p_g \leq 10$  psf, roof thermal factor,  $C_t$  (Table 7-3, 7.3.2 of ASCE 7)  
 Sloped roof snow load,  $p_s$  (7.4 of ASCE 7)

### Flood loads (1603.1.7, 1612)

Flood hazard area (1612.3)  
 Elevation of structure (1612.5)

### Other loads

Concentrated loads (1607.4)  
 Partition loads (1607.5)  
 Impact loads (1607.9)  
 Misc. loads (Table 1607.6, 1607.6.1, 1607.7, 1607.12, 1607.13, 1610, 1611, (2404 sloped glass))

### Atmospheric Ice loads (1614)

Design requirements (1614.1) (Ice thickness 1.00 in, wind 30 mph  $V_c$ )

### Structural integrity (1615)

Design requirements (1615.1 - 1615.4.2.4) (High Rise Cat III & IV)

## SPECIAL INSPECTIONS (Chapter 17)

- Special inspections are required for all buildings with the following exceptions: (1704.2)**
1. Work which a design professional is not required by section 122.1
  2. Building components not requiring the practice of professional Engineering or Architecture
  3. Buildings in occupancy group R-3 or U that Are accessory to a residential occupancy
  4. Unless otherwise required by the Building Official, special inspections are not required for buildings of Category I

**Statement of special inspections (1704.3)**  
 The permit applicant shall submit a statement of special inspections prepared by the Design Professional in Responsible Charge as a condition for permit issuance. The statement of special inspection shall be included on the contract documents submitted for permit and shall identify the following:

- Refer to SEAoK special inspections guidelines

- Prefabricated items (1704.2.5.2)**  
 **Steel construction (1705.2)**  
 **Concrete construction (1705.3)**  
 **Masonry construction (1705.4)**  
 **Wood construction (1705.5)**

**Contractors Letter of Responsibility (1704.4)**  
 Each contractor responsible for the construction of a seismic resisting system, designated seismic system, or component listed in the quality assurance plan must submit a statement of responsibility to the design professional in responsible charge, documenting acknowledgement on the special requirements contained in the quality assurance plan, acknowledgement that control will be exercised to obtain conformance with the contract documents, procedures for exercising control within the contractor's organization, and identification and qualifications of the person(s) exercising control in the Contractor's organization.

**Structural Observation (1704.6)**  
 At conclusion of permit work in seismic category D, structural observer shall submit written statement of site visits and identify any reported deficiencies not resolved for any of the following:

1. Structures in occupancy category III or IV
2. Structures with height greater than 50 feet above grade.
3. So designated by Registered Design Professional
4. Specifically required by the Building Official

- Seismic Resistance (1705.12)**  
 **Mechanical and Electrical Equip. (1705.12.6)**  
 **Prepared fill and foundations (1705.6)**

## MISCELLANEOUS STRUCTURAL (Chapter 18,23 & 31)

**SOILS AND FOPUNDATIONS (Chapter 18)**  
 Soils investigations/Reports(1803)  
 Soil classification (1803.5)  
**WOOD (Chapter 23)**  
 Design method option used (2301.2)  
**MATERIAL STANDARDS / CONSTRUCTION REQUIREMENTS (2303 - 2306)**  
 Fire-retardant-treated wood (2303.2)

- Trusses (2303.4)**  
 **Fasteners and fastening (2303.6)**  
 **Shear walls and diaphragms (2305)**  
**CONVENTIONAL LIGHT-FRAME CONSTRUCTION (2308)**  
 **Limitations satisfied (2308.2)**  
 **Wind/Seismic requirements (2308.2. – 2308.5)**  
 **Braced walls (2308.6)**  
 **Foundation anchorage (2308.3, 2308.6)**

## MISCELLANEOUS (Chapter 4 &15)

**MEZZANINES (403)**  
 **Area limitation (505.2)**  
 **Egress (505.2.2)**  
 **Openness (505.2.3)**  
 **Equipment platforms (505.3)**  
 **Area limitations (505.3.1)**  
 **Fire suppression (505.3.2)**

**WEATHER PROTECTION (1503)**  
 **Roof drainage per design (1503.4)**  
 **Secondary drains:**  
 > Required where primary drain may be blocked  
 > Piping and discharge separate from primary  
 > Sized equal to primary capacity

**ROOFTOP STRUCTURES (1509)**  
 **Height and area (1509.2.1)**  
 **Type of construction (1509.2.5)**



## MIXED OCCUPANCY (Chapter 5)

- Incidental use areas (509)  
Use \_\_\_\_\_ Protection / Separation
- Accessory use area (508.2)
  - Accessory area < 10% of story
  - Accessory Assembly Use < 750 sf (303.1.2)
  - Accessory Assembly to Group E (303.1.3)
- \_\_\_\_\_ Allowable area & height for accessory use (508.2.3)
- Residential Separation – 1 hour (510.10)

- Non-separated Occupancies (508.3)
  - Allowable area and height (508.3.2)
  - Separation between occupancies only when H-2, H-3, H-4 & H-5 occupancies involved.
- Separated Occupancies (508.4)
  - Allowable area based on ratio (508.4.2 & .3)
  - Allowable height (508.3.3.3)
  - Separation (508.4.4) \_\_\_\_\_ Fire rating  
\_\_\_\_\_ Fire barrier \_\_\_\_\_ Horizontal assembly

## SPECIAL (Chapter 4)

### COVERED MALL AND OPEN MALL BUILDINGS (402)

- Egress (402.8)
- Mall width (402.8.1.1)
- Unlimited area (402.4.1.1)
- Fire separations (402.4.2)
- Interior finish (402.6)
- Automatic sprinkler system (402.5)
- Standpipe system (402.7.1)
- Smoke control (402.7.2)
- Kiosk requirements (402.6.2)
- Playground structures (402.6.3)
- Security grilles and doors (402.8.8)
- Standby power and emergency voice/alarm (402.7.3, 402. 7.4 & 2702)
- Plastic signs (402.6.4)
- Fire department access (402.7.5)

### HIGH-RISE BUILDINGS (403)

- Construction (403.2)
- Automatic sprinkler system (403.3)
- Smoke detection (403.4.1)
- Fire alarm system (403.4.2)
- Standpipe (403.4.3)
- Emergency voice/alarm systems (403.4.4)
- Emergency responder radio coverage(403.4.5)
- Fire command center (403.4.6)
- Smoke removal (403.4.7)
- Elevators (403.6)
- Standby power / Emergency Power (403.4.8,9)
- Stair remoteness (403.5.1)
- Additional stairway (403.5.2)
- Stairway doors (403.5.3)
- Smokeproof exit (403.5.4)
- Luminous egress path (403.5.5 & 1025)

### ATRIUMS (404)

- Use (404.2)
- Automatic sprinkler system (404.3)
- Fire alarm system (404.4)
- Smoke control (404.5)
- Enclosure (404.6)
- Standby power (404.7)
- Interior finish (404.8)
- Travel distance (404.9)
- Interior exit stairways (404.10)

### OTHER SPECIAL USE AND OCCUPANCY

- Underground structures (405)
- Motor-vehicle-related occupancies(406, 510)
- Motion picture projection rooms (409)
- Stages and platforms (410)
- Special amusement buildings (411)
- Aircraft-related occupancies (412)
- Combustible storage (413)
- Hazardous materials (307.1, 414)
- Groups H-1, H-2, H-3, H-4 and H-5(415)
- Application of flammable finishes (416)
- Drying rooms (417)
- Organic coatings manufacturing (418)
- Live/work units (419)
- Groups I-1, R-1, R-2, R-3 (420)
- Hydrogen cutoff rooms (421)
- Ambulatory health care facilities (422)
- Storm shelters (423)
- Childrens Play Structures (424)
- Hyperbaric (425)
- Combustible Dust / grain process (426)
- Day care (427)
- Bed and Breakfast (428)
- Subterranean (429)
- Barrel spirit storage (430)
- Consumer Fireworks (431)
- Temporary Structures (432)
- Greenhouses (433)

## ENERGY CONSERVATION (Chapter 13)



Applicant has included completed "Kentucky Energy Conservation Workbook," Comchek, Rescheck or ASHRAE 90.1 (2012 IECC for all structures except: R-2, R-3, R-4)

Prescriptive Based Compliance			Mandatory Air Leakage Requirements
<b>CLIMATE ZONE</b>	<b>4 EXCEPT MARINE</b>		<p>C402.4.1 Air barriers. A continuous air barrier shall be installed throughout the building thermal envelope. The air barrier shall comply with Sections C402.4.1.1 and C402.4.1.2.</p> <p>C402.4.2 Air barrier penetrations. Penetrations of the air barrier and paths of air leakage shall be caulked, gasketed or otherwise sealed in a manner compatible with the construction materials.</p> <p>C402.4.3 Air leakage of fenestration. The air leakage of fenestration assemblies shall meet the provisions of Table C402.4.3.</p> <p>C402.4.5 Air intakes, exhaust openings, stairways and shafts. Stairway enclosures and elevator shaft vents and other air intakes and exhaust openings integral to the building envelope shall be provided with dampers in accordance with Sections C402.4.5.1 and C402.4.5.2.</p> <p>C402.4.6 Loading dock weather-seals. shall be equipped with weather-seals to restrict infiltration when vehicles are parked in the doorway.</p> <p>C402.4.7 Vestibules. All buildings entrances shall be protected with an enclosed vestibule, with all doors opening into and out of the vestibule equipped with self-closing devices.</p> <p>C402.4.8 Recessed lighting. Recessed luminaires installed in the building thermal envelope shall be sealed to limit air leakage between conditioned and unconditioned spaces. All recessed luminaires shall be IC- rated and labeled as having an air leakage rate of not more than 2.0 cfm. All recessed luminaires shall be sealed with a gasket or caulk between the housing and interior wall or ceiling covering.</p>
	<b>All other</b>	<b>Group R</b>	
<b>Roofs</b>			
Insulation entirely above deck	R-25ci	R-25ci	
Metal buildings (with R-5 thermal blocks <sup>a, b</sup> )	R-19 + R-11LS	R-19 + R-11LS	
Attic and other	R-38	R-38	
<b>Walls, above grade</b>			
Mass	R-9.5ci	R-11.4ci	
Metal building	R-13+ R-13ci	R-13+ R-13ci	
Metal framed	R-13 + R-7.5ci	R-13 + R-7.5ci	
Wood framed and other	R-13+ R-3.8ci or R-20	R-13+ R-3.8ci or R-20	
<b>Walls, below grade</b>			
Below grade wall <sup>d</sup>	R-7.5ci	R-7.5ci	
Mass	R-10ci	R-10.4ci	
Joist/Framing (steel/wood)	R-30	R-30	
<b>Slab on grade floors</b>			
Unheated slabs	R-10 for 24 in. below	R-10 for 24 in. below	
Heated slabs <sup>d</sup>	R-15 for 24 in. below	R-15 for 24 in. below	
Opaque doors			
Swinging	U-0.61	U-0.61	
Roll-up or sliding	R-4.75	R-4.75	

For SI: 1 inch = 25.4 mm.

ci = Continuous insulation. NR = No requirement. LS = Liner system (continuous membrane installed below purlins, uninterrupted).

a. Assembly descriptions can be found in ANSI/ASHRAE/IESNA Appendix A.

b. When using R-value compliance method, a thermal spacer block shall be provided, otherwise use the U-factor compliance method in table C402.1.2.

c. R-5.7 ci is allowed to be substituted with concrete block walls complying with ASTM C 90, ungrouted or partially grouted at 32 inches or less on center vertically and 48 inches or less on center horizontally, with ungrouted cores filled with material having a maximum thermal conductivity of 0.44 Btu-in./hr · ft<sup>2</sup> · °F.

d. When heated slabs are below grade, below-grade walls shall comply with the exterior insulation requirements for heated slabs.

e. Steel floor joist systems shall to be R-38.

## TYPE OF CONSTRUCTION (Chapter 6)

**Note:** Entry in  indicates required rating in hours. NC indicates noncombustible construction required.

- Construction type being applied (602)
- Type I and II construction (602.2)  
Non-combustible material and fire ratings.
- Type III construction (602.3)
  - Non-combustible exterior walls
  - Interior elements of approved material
  - FRT wood permitted in exterior walls < 2hr

- Type V construction (wood frame) (602.5)
  - Conventional
  - Unconventional (2308)
- Combustible materials allowed in Type I and II
  - FRT wood
  - Nonbearing walls < 2hr fire rating
  - Nonbearing exterior walls no fire rating
  - Roof construction see Footnote C Table 601
  - Insulation (except foam plastic)
  - Foam plastic per Chapter 26
  - Floor finish, trim, doors/frames, windows
  - Platforms per Section 410
  - Exterior wall coverings, balcony per Ch. 14
  - Blocking for handrails, window & door frames

### CONSTRUCTION CLASSIFICATION COMPLIANCE

- Structural frame (T601)
- Interior bearing walls
- Interior nonbearing walls

- Floor construction (602.4.4)
- Roof construction (602.4.5)

## INTERIOR ENVIRONMENT (Chapter 12)

- Ventilation (1203)
- Temperature control (1204)
- Lighting (1205)
- Yards or courts (1206)

- Sound transmission (1207)
- Interior space dimensions (1208)
- Access to unoccupied spaces (1209)
- Surrounding materials (1210, 2509)

## MEANS OF EGRESS COMPUTATIONS (Chapter 10)

List floor, specific rooms or spaces							Totals
	office area	entry	exist				
SQ.FT. of Area	3750	1,166	4702				4916
Occupant Factor (sq. ft. per person)	100	100	100				
Occupant Load	37	11	47				95
Egress Width (doors & corridors)	<input type="checkbox"/> Note: Multiply inches per person from 1005.3 by the occupant load to get the total inches of required egress width. (.2 Non-Sprinkled - .15 Sprinkled)						
Inches Required							
Inches Provided							
Egress Width (stairways)	<input type="checkbox"/> Note: Multiply inches per person from 1005.3 by the occupant load to get the total inches of required egress width. (.3 Non-Sprinkled - .2 Sprinkled)						
Inches Required							
Inches Provided							
No. of Exits per room / space							Total Exits
Number Required	1	1	1				2
Number Provided	2	2	2				5

## MEANS OF EGRESS (Chapter 10)

- Design requirements (1003.2 - 1003.7)
- Ceiling Heights – minimum
- 7'-6" means of egress (1003.2)
- 7'-0" kitchens/baths/toilet/laundry (1208.2)
- Protruding objects (1003.3)
- Egress continuity (1003.6)
- Door/Hardware encroachment (1005.7, 1005.7.3)
- Means of egress illumination (1008)
- Exit signs (1013)
- Accessible means of egress (1009)  
At least one but not less than 2 if area requires 2 or more means of egress (1007.1 & 1025.5.1)
- Means of egress doors (1010.1 - 1010.1.3)
  - Size – 32" min (1010.1.1)
  - Side hinged swinging (1010.1.2)
  - Special doors/Gates/Turnstiles (1010.1.4, 1010.2, 1010.3)
- Door landings/Thresholds/Arrangement (1010.1.5 - 1010.1.8)
- Door hardware (1010.1.9, 1010.1.10)
- Stairways (1011)
- Width – 44" minimum (1011.2)
- Headroom – 80" minimum (1011.3)
- Tread and Riser (1011.4)

- Landings (1011.6)  
Top and Bottom, Width not less than stair, 48" min. in direction of run
- Stair construction (1011.7)
- Vertical rise – 12' between landings (1011.8)
- Handrails on each side of stairway (1011.11)
- Roof access (1011.12)  
Stair to roof – 4 or more stories
- Ramps (1012)
- Slope (1012.2) egress 1:12, non-egress 1:8
- Cross slope (1012.3) 1:48 max
- Vertical rise (1012.4) 30" max
- Minimum dimension (1012.5)  
36" width between rails - 80" minimum headroom
- Landings (1012.6)  
Top and Bottom, Width not less than ramp, 60"x60" at change of direction, 60" min. in direction of run
- Handrails (1012.8) both sides if rise of 6" or greater
- Edge protection (1012.10)
- Handrails (1014)
- Height (1014.2) 34" – 38"
- Extensions (1014.6) 12" beyond top and bottom
- Projection (1014.8) 36" minimum clear – 4-1/2" max.
- Guards (1015)
- Location (1015.2) open sided walk surfaces, Mezzanines, platforms, stairways, ramps, landings, roof top equipment work areas and hatches within 10' of roof edge

### EXIT ACCESS

- Door number and arrangement (1016.2, 1006, 1007.1)  
Unobstructed at all times  
Remotely located (1015.2.1 & 1015.2.2)  
Shall not pass through intervening room, kitchen, stockroom, lockable room, other tenant spaces  
Egress from dwelling unit shall not pass through other sleeping areas, toilet rooms or bathrooms
- Common path of egress travel (1006.2.1)  
Group A – see 1029.8  
Table 1006.3.2, 1006.2
- Exit access travel distance (1017.2)  
Maximum length of travel by Table 1017.2  
Group A – 200' max., 250' max. if sprinkled (1029.7)
- Egress balconies (1021.2, 1017.2)

- Aisles (1018, T1020.2)  
Sufficient to satisfy occupant load, 36" min.  
Group M – each side of merchandise pad, 30" min., 30' max common travel  
Seating at tables (1029)
- Corridors (1020)
- Fire resistance (1020.1)
- Width (1020.2)
- Dead ends <20 ft. (1020.4)
- Air movement in corridors (1020.5)  
Not to serve as return, supply, exhaust, relief, or ventilation air ducts
- Continuity (1020.6)  
Fire rated corridor continuous from entry to exit discharge

### EXITS / EXIT DISCHARGE

- Exits/Exit doors (1022, 1028)
- Shall not be except for egress (1022.1)
- Building shall have at least one exterior door leading to discharge or public way (1022.2)
- Exit continuous from entry point to exit discharge (1022.1)
- Interior Exit Stair and Ramps (1023)
- Fire resistance (1023.2)
- Penetrations prohibited (1023.5)
- Exit enclosure exterior walls (1023.7)

- Vertical exit enclosures - cont.
- Exit stairs shall not continue below level of Exit discharge without barrier (1023.8)
- Stairway floor number signs at each landing For stairs with 4 or more stories (1023.9)
- Horizontal exits (1026)
- Shall not serve as only exit, nor more than 50% of exits (1026.1)
- Separation – 2 hour fire barrier (1026.2)
- Open Protectives (1026.3)
- Capacity of refuge area(s) (1026.4)

- Exterior exit ramps/stairways (1027)
- Permitted in buildings < 6 stories or not more Than 75 above lowest level of FD access
- Open sides (1027.3)
- Ramp / stairway protection (1027.6 & .5)
- Exit passageways (1024)
- Shall not be used except for egress(1024.1)
- Width – based on OL but not less than 44" (36" OL <50) (1024.2)
- Enclosure – Fire Barrier – see 708 (1024.3)
- Exit passageway openings (1024.5)
- Exit passageway penetrations (1024.6)
- Bleachers (1029.1.1)
- Assembly exits & egress (1029.2 - 1029.5)
- Emergency escape and rescue (1030)
- Sleeping rooms below the 4<sup>th</sup> floor above grade and basement Must have emergency escape and rescue opening meeting:
  - Minimum 5.7 SF (grade floor 5.0 SF)
  - Minimum dimensions 24" H / 20" W
  - Maximum sill height of 44"
  - Window operation without key or special knowhow

- Window wells (1030.5)
  - Horizontal area of 9 SF with min. dimension of 36"
  - Ladder and steps:
    - 44" maximum vertical depth
    - Inside width > 12" project 3" from wall
    - Rung spaced < 18" apart
    - Ladder max. 6" into window dimension
- Exit discharge (1028)
- Exits discharge directly to exterior grade
  - Exception 1 – maximum 50% exit capacity permitted through level of exit discharge if:
    - Free & unobstructed egress to exterior
    - Entire area of level of discharge is separated from area below by fire resistance rated construction
    - Egress path from exit to exit discharge is sprinkled throughout
  - Exception 2 – maximum 50% exit capacity permitted through vestibule if:
    - Depth < 10' – length < 30'
    - Entire area of level of discharge is separated from area below by fire resistance rated construction
    - Separated from adjoining area by construction equivalent to wired glass
    - Area used only for egress and leads to exterior
- Capacity of exit discharge (1028.2)
- Exit discharge located < 10' from lot lines
- Exit discharge provides direct unobstructed access to public way (1028.5)
- Vehicular protection (1028.6)

## FIRE RESISTANCE CONSTRUCTION (Chapter 7)

Note: Entry in  indicates required rating in hours. NC indicates noncombustible construction required.

### EXTERIOR WALLS (507, Table 602, 705, 707.4)

	North	East	South	West
Fire separation distance	_____	_____	_____	_____
Bearing	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Nonbearing	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	Opening protection (705.8.1 - 705.8.4)			
<input type="checkbox"/> _____	Vertical fire spread protection (705.8.5, 705.8.6)			
<input type="checkbox"/> _____	Parapets (705.11)			

### FIRE WALLS (706)

- Party wall – openings prohibited (706.1.1)
- Structural stability (706.2)
- Materials – concrete or masonry only (706.3)
- Fire resistance rating -  (706.4)
- Fire wall extends 18" beyond traverse wall surface (706.5)
- Exterior wall rating when wall < 180 degrees (706.5.1)
- Horizontal projection elements (706.5.2)
- Vertical continuity – 30" above roof (706.6)
- Stepped building (706.6.1)
- Openings / Penetrations (706.9, 706.11)

### FIRE BARRIER (707)

- Materials consistent with construction (707.2)
  - Fire resistance rating (707.3)
  - Shaft enclosure (713.4)
  - Interior exit stairs and ramps (1023.1)
  - Exit passageway (1024.3)
  - Horizontal exit (1026.2)
  - Atriums (404.6)
  - Incidental use areas (509)
  - Control areas (414.2.4)
  - Separated Occupancies (508.2.4)
  - Fire area separation (707.3.10)
  - Enclosed exit access stairs (707.3.10)
  - Barrier continuity (707.5)
  - Openings in fire barrier (707.6)
  - Penetrations in fire barrier (707.7)
  - Duct and air transfer openings (707.10)
- ### VERTICAL OPENINGS (712) SHAFT ENCLOSURES (713)
- Opening thru floor/ceiling protected by shaft
  - Shaft enclosure materials (707, 713)
  - Fire resistance rating -  (713.4)
  - Continuity of enclosure (713.5)
  - Openings and penetrations (713.7 & .8)
  - Enclosure at top and bottom (7013.11&.12)
  - Refuge and laundry chute enclosure (713.13)
  - Laundry chute discharge enclosure (713.13.4)
  - Elevator lobby required if > 3 story (713.14)

**FIRE PARTITIONS (708)**

- Walls separating dwelling units
- Walls separating sleeping units
- Walls separating tenants in covered and open mall buildings per 402.4.2.1
- Corridor walls per 1020.1
- Elevator lobby separations per 3006.2
- Exterior wall rating when wall < 180 degrees
  - Smoke partition alternative (710)
- Residential aircraft hangers
- Egress balcony (1019.2)
- Fire partition has 1 hour fire rating (708.3)
- Continuity of wall construction (708.4)
- Fire partition openings (708.6)
- Penetrations (708.7)
- Duct and air transfer openings (708.9)

**HORIZONTAL ASSEMBLIES (711)**

- Floor and ceiling construction material(711.2)
- Fire resistance rating Hours based on:
  - Type of construction (711.2.4)
  - Separation of mixed occupancies (508.4)
  - Separation of fire areas (707.3.10)
  - Separate dwelling or sleeping units (420.3)
- Continuity of wall construction (711.2.2)
- Penetrations (712.1.4)
- Duct and air transfer openings (712.1.6)
- Floor fire door assemblies (712.1.13)

**PENETRATIONS (714)**

- Fire-resistance rated walls are protected to maintain integrity of rating by one of the following: (714.3)
  - Through penetration protection (714.3.1)
    - Tested as part of assembly
    - Through-penetration firestop system
  - Membrane penetration (714.3.2)
  - Dissimilar materials (714.3.4)
- Penetrations of horizontal assemblies (714.4)
  - Protection of rated penetrations: (714.4.1)
    - Through penetration protection (713.4.1.1)
      - Tested as part of assembly
      - Through-penetration firestop system
    - Membrane penetration (714.4.2)
    - Dissimilar materials (714.4.3)
  - Non-fire rated horizontal assemblies (714.5)
    - N/C penetration; > 5 floors – protected
    - N/C penetration; 2 floors - protected
    - Complies with section 713

**FIRE RESISTANT JOINT SYSTEM (715)**

- Joints fire-resistant joint system (715.1)

**FIRE RESISTANCE RATING STRUCTURAL MEMBERS (704)**

- Rating equal to type of construction but not Less than rating of element being supported
- Protection of structural members (704.2)
  - Individual protection – columns, beams, Lintels, trusses supporting > 2 stories
  - Secondary member protection
- Impact protection – not less than 5 ft (704.9)

**OPENING PROTECTION (716)**

- Fire resistance rated glazing tested per ASTM E119 exempt from this section (716.2)
- Fire door / shutter – fire rating per T716.5
  - Door assemblies in corridors (716.5.3)
    - 20 min fire rating
    - Louvers prohibited
    - Meet UL 1784 for smoke and draft control
    - Glazing in door – 20 min
  - Sidelites / transom meet hose stream
- Glazing in fire doors (716.5)
  - Wired glass size limits (716.5)
  - Fire protection rated glazing area limits Per T716.5 and be labeled (716.5)
- Self-closing or automatic / Positive latch (716.5.9)
- Smoke activated closing devices (716.5.9.3)

**DUCTS AND TRANSFER OPENINGS (717)**

- Where required (717.5)
  - Fire walls – fire damper (717.5.1)
  - Fire barrier – fire damper (717.5.2)
  - Shaft enclosure – fire & smoke damper (717.5.3 see exceptions)
  - Fire partitions – fire dampers (717.5.4)
    - Corridor – fire and smoke damper (716.5.4.1) see exceptions
- Horizontal assemblies (717.6) protected by:
  - Shaft enclosure per 713
  - Through penetrations connecting < 2 Stories protected by fire damper at floor
  - Membrane penetration protected by:
    - Shaft enclosure or
    - Listed ceiling radiation damper
  - Non-fire rated floor assembly (717.6.3)
    - Shaft enclosure (708) or
    - Annular space protection up to 2 stories
    - Fire damper at each floor line up to 3 stories
- Flex duct & connector prohibitions (717.7)

**CONCEALED SPACES (718)**

- Fire blocking locations (718.2)
- Draftstopping in floors and attics (718.3, .4)
- Combustible materials in concealed spaces of Type I & II construction prohibited (718.5)

## FIRE PROTECTION SYSTEMS (Chapter 9)

### GENERAL (901)

- Required fire protection systems shall be Monitored by approved supervising station (901.6)
  - Automatic sprinkler system (901.6.1)
  - Fire alarm systems (901.6.2) exceptions
  - Group H systems (901.6.3)

### AUTOMATIC SPRINKLER SYSTEMS (903)

#### (Where required)

- Assembly (A-1, A-2, A-3, A-4, A-5) (903.2.1)
- Ambulatory health care facilities (B) (903.2.2)
- Educational (E) (903.2.3)
- Factory/Industrial (F-1) (903.2.4)
- High-hazard (H-1, H-2, H-3, H-4, H-5) (903.2.5)
- Institutional (I-1, I-2, I-3, I-4) (407.6, 903.2.6)
- Mercantile (M) (903.2.7)
  - High piled storage in Group M
- Residential (R) (903.2.8)
- Storage/Repair garage (S-1) (903.2.9)
- Parking garages (903.2.10)
- Windowless story (903.2.11.1)
- Rubbish and linen chutes (903.2.11.2)
- Buildings over 55 ft. high (903.2.11.3)
- Incidental accessory occupancies (T 509)
- Additional required systems (T 903.2.11.6)
- International Fire Code (IFC 903.2.11.6)

### AUTOMATIC SPRINKLER SYSTEMS (903)

#### (Design)

- Shop drawings (107.2.2)
- NFPA 13 system (903.3.1.1)
- NFPA 13R system (903.3.1.2)
- NFPA 13D system (903.3.1.3)
- Quick-response and residential head (903.3.2)
- Actuation (903.3.4)
- Water supplies (903.3.5)
- Hose threads (903.3.6)
- Sprinkler monitoring and alarms (903.4)

### STANDPIPE SYSTEMS (905)

- Required Class \_\_\_\_ standpipe system (905.3)
  - Building height > 30' above or below fire department vehicle access (905.3.1)
  - Group A > 1000 occupants (905.3.2)
  - Covered and Open malls (905.3.3)
  - Stages > 1000 SF and > 50' high (905.3.4)
- Hose connection locations (905.4.1 – 905.6)
- Riser / lateral protection (905.4.1, 905.5.2)
- Underground buildings (905.3.5)
- Helistops/heliports (905.3.6)
- Marinas/boatyards (905.3.7)
- Rooftop gardens / lawns (905.3.8)
- Hose connections and locations (905.1-905.6)
- Cabinets (905.7)
- Dry standpipes (905.8)
- Valve supervision (905.9)
- During construction (905.10)

### FIRE ALARM AND DETECTION SYSTEMS (907)

- Construction Documents (907.1.1)

#### (Where required)

- Assembly (A-1, A-2, A-3, A-4, A-5) (907.2.1)
  - Occupant load > 299
  - Occupant load > 999
- Business (B) (907.2.2)
- Educational (E) (907.2.3) see exceptions
- Factory/Industrial (F-1 F-2) (907.2.4)
- High-hazard (H-1, H-2, H-3, H-4, H-5) (907.2.5)
- Institutional (I-1, I-2, I-3, I-4) (907.2.6)
- Mercantile (M) (907.2.7)
- Residential (R-1) (907.2.8)
- Residential (R-2) (907.2.9)
- Residential (R-4) (907.2.10)
- Single and multiply-station smoke alarms (907.2.11)
- High-rise buildings (907.2.13)
- Atriums (907.2.14)
- Other buildings/areas (907.2.12, 907.2.15 - 907.2.23)

### SMOKE CONTROL SYSTEMS (909) (Where required)

(402.7.2, 403.4.7, 404.5, 405.5, 410.3.7.2, 1023.6, 1029.6.2)

- Design requirements – construction documents include sufficient information to describe the elements for the design necessary for implementation of the system (909.1 – 909.4)
- Smoke and heat removal (910)
- Fire command center (911)

## MISCELLANEOUS (Chapter 14 - 33)

### ELEVATORS (3001)

- Hoistway protection per section 713
- Number of cars in a hoistway > 4 (3002.2)
- Accomodation for ambulance stretcher in Buildings of more than 4 stories. (3002.4)
- Emergency door (3002.5)
- Standby power (3003.1)
- Hoistway venting (3004.1)
- Machine room (3005.1)
  - Approved access (3005.1)
  - Venting or HVAC provided (3005.2)
  - Pressurization (3005.3)
  - Machine room separation (3005.4)
  - Shunt trip (3005.5)
  - Prohibited items (3005.6, 713)
- Lobby and Hoistway openings (3006.1)
- Fire service elevators (3007.1)

### MEMBRANE STRUCTURES (3102 & 430)

- State Approval (430.3)
- Construction type (3102.3)
- Height and area (3102.4, 3102.5)
- Construction documents (430.4.1.1)
- Inflation system (3102.8)
  - Auxiliary inflation system (3102.8.1.1)
  - Standby power (3102.8.2)
  - Membrane support (3102.8.3)

### PEDESTRIAN WALKWAYS AND TUNNELS (3104)

- Construction (3104.3)
- Fire separation (3104.5)
- Public way / clearances (3104.6)
- Egress (3104.7 – 3104.9)

### AWNINGS AND CANOPIES (3105)

- Construction (3105.3)

### TELECOMMUNICATIONS AND BROADCAST TOWERS (3105)

- Construction (3108.3)

### SWIMMING POOL ENCLOSURES / DEVICES (3109)

- Barrier height and construction (3109.9)
- Occupant load (3109.3.1)

### ENCROACHMENTS (3202)

- Encroachments:
  - Below grade
  - Above grade and below 8 feet in height:
    - Steps shall not project more than 12" and shall be guarded
    - Architectural projections
    - Awnings shall have a vertical clearance of 7'-0" min.
  - Above grade and more than 8 feet:
    - Awnings and canopies less than 15 feet above grade shall not extend more than 2/3 the distance to the curb
    - Projection 8 feet to 15 feet is 1 inch encroachment for 1 inch of height to a maximum of 4 feet
    - Projections 15 feet or higher are unlimited
    - Pedestrian walkway to less than 15 feet above public right-of-way

### WINDOW CLEANING SAFEGUARDS (1411)

- Provide anchors when 4 or more story above grade (1411.1)

## MECHANICAL AND FUEL GAS CODES (IMC 2012, NFPA 54-09)

- Fuel fired appliances shall not be located in Or obtain combustion air from sleeping Rooms, bath/toilet rooms or storage closet
- Clearance to combustible construction (304.9)
- Guards along roof edge (304.11)
- Appliances installed in rooms shall have door And unobstructed passageway or 36" wide by 80" high (306.2)
- Appliances installed in attic and underfloor Shall have passageway or 30" high & 22" wide Not more than 20 feet from opening (306.3)
- Equipment on roof at height > 16' shall have Permanent means of access (306.5)
- Equipment on roof > 3:12 slope, level (306.5)
- Platform on access panel side of equipment

- Ventilation requirements (401.2)
- Intake location – 10' from lot line (401.4)
- Exhaust discharged outdoors (501.3)
- Clothes dryer exhaust (504)
- Independent system (504.1)
- Prohibited penetrations (504.2)
- Exhaust installation (504.4)
- Duct installation (603)
- Plenums (602)
- Smoke detection, controls, supervision (606)
- Combustion air required (9.1)
- Location combustion air is obtained (9.3)
- Fuel gas tanks/supplies (5.1)
- Appliance cut-off location (9.6.4.1)
- Pipe sizing (6.1)

# SPRINKLER REVIEW RECORD

# 2018 KBC

Business Name \_\_\_\_\_  
 Project Name \_\_\_\_\_  
 Street \_\_\_\_\_

Date Plan Received \_\_\_\_\_  
 Dated Reviewed \_\_\_\_\_  
 Reviewed By \_\_\_\_\_

Attn: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_  
 Owner: \_\_\_\_\_  
 Address: \_\_\_\_\_

Attn: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_  
 Designer: \_\_\_\_\_  
 Address: \_\_\_\_\_

Attn: \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_  
 Contractor: \_\_\_\_\_  
 Address: \_\_\_\_\_

Use Group	No. of Sprinklers	Building Height	Basement Yes/ No	Area / FL or Project	No. of Buildings	Constr. Type	Tank or Hazardous Materials Yes / No	Standpipe Req. / NR Provided
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**Notes:**

**Checklist Legend:** OK = acceptable N = need to provide NA = not applicable FAIL = unacceptable  
 Reference Number following checklist statements represent an NFPA code section unless noted otherwise.

## GENERAL

**Drawings shall detail the following: (22.1.3)**

1. \_\_\_ Sets of drawings provided.
2. \_\_\_ Equipment is listed for intended use and compatible with the system; specification data sheets are provided.
3. \_\_\_ Type of system is noted; \_\_\_ hydraulic calc, \_\_\_ pipe schedule, \_\_\_ wet, \_\_\_ dry, \_\_\_ pre-action, \_\_\_ deluge, \_\_\_ anti-freeze. The plans declare the design standard is the 2010 edition year of NFPA 13.
4. \_\_\_ Scale: a common scale shall be used and plan information shall be legible.
5. \_\_\_ Plot plan details illustrate the fire protection water supply piping and pipe diameter supplying the building.
6. \_\_\_ The location of smoke or fire partitions, fire walls and building elevation views.
7. \_\_\_ Occupancy class and or use of each room or area, 5.1.1.
8. \_\_\_ Full height cross sectionals and include ceiling construction as needed for clarification.
9. \_\_\_ Total area protected by each system for each floor is provided.
10. \_\_\_ Dimensions for system piping, sprinkler spacing and branch line spacing, and elevation changes.

11. \_\_\_ Equipment symbol legend and the compass point are provided.
12. \_\_\_ Area limitations for hazard classification; 52,000 sq. ft. for light and ordinary hazard, 25,000 sq. ft. for extra hazard pipe schedule, 40,000 sq. ft. for extra hazard-hydraulic calculations, and 40,000 for high-piled storage, 8.2.1.
13. \_\_\_ Hydrant flow test determining water supply capacity at 20 PSI residual pressure is provided.
14. \_\_\_ Hydraulic calculations are provided with summary, detail worksheets, and graph sheet, except for permissible pipe schedule systems, 22.3.
15. \_\_\_ Dry pipe system capacity in gallons is provided \_\_\_ gal., not to be greater than 750 gal. unless the requirements of 7.2.3.2 or 7.2.3.3 are met, 7.2.3.
16. \_\_\_ All water supply valves and flow switches are supervised, KBC 903.4.
17. \_\_\_ Exterior flow alarm location is detailed and provided for systems exceeding 20 sprinklers, 8.17.1.1.  
 Note:  
 if electric, it shall be listed for outdoor use, KBC 903.4.2.
18. \_\_\_ If required, backflow prevention device pressure loss data is provided in the hydraulic calculations.

## SPRINKLERS

19. \_\_\_\_ Total number of each type of sprinkler is noted, ordinary temperature sprinklers are to be used, see other permitted temperature ratings from 8.3.2.2 to 8.3.2.7.

20. \_\_\_\_ If the hazard classification of the occupancy is changed, the temperature of rating of sprinklers shall be evaluated in accordance with Section 8.3.2.6..

21. \_\_\_\_ Light hazard occupancies shall have quick-response sprinklers unless residential sprinklers are required

in accordance with, KBC 903.3.2 and NFPA 13: 8.3.3.1

22. \_\_\_\_ Sprinkler locations are correct, ceiling and roof cross sectional views are provided for clarification, 22.1.3(45).

23. \_\_\_\_ For each type of sprinkler the K factor, temperature rating, and orifice size are provided, 22.1.3(12).

24. \_\_\_\_ Each sprinkler coverage area is within its area of protection limitations or its listing, 8.6.2.2, Table 8.6.2.2.1 (a-d).

25. \_\_\_\_ Specialty sprinklers, extra coverage, early suppression fast response, large drop, sidewall, etc. comply with

the standard and listing limitations, 6.1.1 and 8.4.1- 8.4.9.

26. \_\_\_\_ Maximum perpendicular distance to the walls is not greater than 1/2 of allowable distance between sprinklers, 8.6.3.2 and Tables 8.6.2.2.1(a through d), for sidewall sprinklers, 8.7.3.2 and Table 8.7.2.2.1.

For irregular shaped or angled areas the sprinkler placement is in accordance with 8.6.3.2.3.

27. \_\_\_\_ Standard sprinkler spacing from vertical obstructions complies with Table 8.6.5.1.2 and for floor mounted obstructions, Table 8.6.5.2.2, 8.6.5.1.2 and 8.6.5.2.2.

28. \_\_\_\_ Sidewalls sprinkler spacing for a front obstruction refer to Table 8.7.5.1.3, for a side obstruction refer to

Table 8.7.5.1.4, and for a floor mounted obstruction refer to Table 8.7.5.2.2.

29. \_\_\_\_ Extended coverage uprights and pendent spacing for ceiling or wall obstructions refer to Table 8.8.5.1.2

and for floor mounted obstructions refer to Table 8.8.5.2.2

30. \_\_\_\_ Extended coverage sidewall spacing for front obstructions refer to Table 8.9.5.1.3 and for floor mounted obstructions, Table 8.9.5.2.2.

31. \_\_\_\_ Residential upright and pendent sprinkler spacing from vertical obstructions complies with Table 8.10.6.1.2 and for floor mounted obstructions, Table 8.10.6.2.2.

32. \_\_\_\_ Residential sidewall sprinkler spacing from ceiling or hanging obstructions complies with Table 8.10.7.1.3

and for floor mounted obstructions, Table 8.10.7.2.2.

33. \_\_\_\_ Sprinkler coverage is provided under obstructions greater than 4 ft. wide, 8.5.5.3.1.

34. \_\_\_\_ Baffles are designed and provided for sprinklers less than 6 ft. apart in accordance with Section 8.6.3.4.2.

35. \_\_\_\_ Pilot line detector system design is in accordance with Section 8.14.

36. \_\_\_\_ Locations or conditions requiring special consideration, 8.15.

37. \_\_\_\_ A. concealed spaces, for the 18 omissions see 8.15.1.2.

38. \_\_\_\_ B. vertical shafts, 8.15.2.

39. \_\_\_\_ C. stairways, 8.15.3.

40. \_\_\_\_ D. vertical openings, 8.15.4.

41. \_\_\_\_ E. elevator hoistways and machine rooms, 8.15.5.

42. \_\_\_\_ F. spaces underground floors, exterior docks, and platforms, 8.15.6.

43. \_\_\_\_ G. exterior roof and canopy, 8.15.7.

44. \_\_\_\_ H. dwelling unit, 8.15.8.

45. \_\_\_\_ I. library stack or medical record storage room, 8.15.9.

46. \_\_\_\_ J. electrical equipment, 8.15.10.

47. \_\_\_\_ K. duct protection, 8.15.12

48. \_\_\_\_ L. ceilings: open-grid, drop-out, 8.15.13 and 8.15.14.

49. \_\_\_\_ M. stages, 8.15.16.

50. \_\_\_\_ Sprinkler placement for the protection of a vertical shaft is in accordance with 8.15.2.1.

51. \_\_\_\_ Vertical shaft with combustibile surfaces is protected in accordance with 8.15.2.2.

52. \_\_\_\_ Sprinklers are provided beneath combustibile stairs, 8.15.3.1.

53. \_\_\_\_ Sprinklers are provided for stairways in accordance with 8.15.3. Refer to 8.15.3.2 for when there is storage

use under the stair landing and 8.15.3.2.4 when a noncombustible construction exterior stair tower is 50 percent open.

54. \_\_\_\_ Closely spaced sprinklers with draft stops are provided around unenclosed floor openings except large openings like found in malls or atriums, and openings between floors of a common dwelling unit, 8.15.4.1 and 8.15.4.2.

55. \_\_\_\_ Elevator shaft has a sprinkler within 2 ft. of the shaft floor unless the shaft is noncombustible and there are

no hydraulic fluids, 8.15.5.

56. \_\_\_\_ Ordinary or intermediate temperature sprinklers are in the elevator machine room or at the top of the

<p>elevator shaft, refer to exceptions, 8.15.5.1–8.15.5.5.</p> <p>57. ____ Sprinklers are provided under combustible ground floor, exterior dock, and platforms, 8.15.6.</p> <p>58. ____ Sprinklers are provided under roofs and canopies unless constructed of noncombustible or limited combustible materials, less than 4 ft. wide, and no storage, refer to exceptions 8.15.7.1 – 8.15.7.4.</p> <p>59. ____ Sprinklers are not required in noncombustible dwelling unit bathrooms, less than 55 sq. ft. or limited combustible with a 15 minute thermal barrier, except in nursing homes, 8.15.8.1.</p> <p>60. ____ Sprinklers are not required in hotel or motel dwelling unit clothes closet, pantries, or linen closets provided the closet area and its least dimension complies with 8.15.8.2.</p> <p>61. ____ Sprinklers are provided in every aisle and at every tier stack, distance is not more than 12 ft. in library stack rooms, 8.15.9.</p>	<p>62. ____ Sprinklers are provided in electrical equipment rooms, exception: the room is dedicated use, has dry type equipment, 2 hour equipment enclosures, and no combustible storage, 8.14.10. Also consult the exceptions pertaining to spaces containing telecommunication equipment and associated power supplies as specified in IFC Section 903.2., 8.15.10.</p> <p>63. ____ When required, ducts are protected in accordance with 8.15.12.1. Method of access for each sprinkler is detailed.</p> <p>64. ____ Open grid ceilings shall not be installed under sprinklers, unless the grid opening and sprinkler placement criteria of Section 8.15.13 are met.</p> <p>65. ____ Drop-out ceilings are installed under sprinklers in accordance with their listing, and sprinklers are not located below the ceilings, 8.15.14.</p> <p>66. ____ Sprinklers for stages shall be provided in accordance with Section 8.15.16.</p> <p>67. ____ Proscenium openings for stages shall be protected in accordance with Section 8.15.16.2</p>
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### PIPE SUPPORT AND HANGERS

<p>68. ____ Type and locations of hangers, sleeves, and braces are shown, 9.1. Non-listed hangers shall meet 5 performance criterion and the design shall be sealed by a registered professional engineer, 9.1.1.2.</p> <p>69. ____ If trapeze hangers are used, the locations are shown, a legend provides the span, size of pipe supported, angle and pipe used, and section modulus in accordance with Section 9.1.1.6.</p> <p>70. ____ Pipe hanger spacing is in accordance with Table 9.2.2.1(a). 12ft for 1"to 1-1/4", 15ft for 1-1/2" to 8"</p> <p>71. ____ Light-wall steel pipe hanger spacing is in accordance with Table 9.2.2.1(a).</p>	<p>72. ____ Branch lines show one hanger for each section of pipe, exceptions are listed, 9.2.3.2.</p> <p>73. ____ Cross mains show one hanger between each branch lines or in compliance with Table 9.2.2.1(a), and for additional spacing variations refer to Section 9.2.4.</p> <p>74. ____ Supports can be on the horizontal pipe section if within 24 in. of the vertical pipe centerline, 9.2.5.1.</p> <p>75. ____ Risers in multi-story buildings show supports at the lowest level, each alternate level, below offsets, and at the top, 9.2.5.4.</p> <p>76. ____ The distance between supports for a riser does not exceed the limit specified., 9.2.5.5.</p>
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### PIPES AND VALVES

<p>77. ____ Main drain location and pipe diameter are detailed and complies with Section 8.16.2.4.</p> <p>78. ____ Main drain routing is to the exterior or to an interior drain but ensure that the drain capacity is adequate, 8.16.2.4.4.</p> <p>79. ____ Auxiliary drain location is detailed and its size is in accordance with Section 8.16.2.5.</p> <p>80. ____ When required, the location of the listed backflow prevention device (can serve as a check valve) is detailed, 8.16.1.1.3.2.</p> <p>81. ____ A listed control valve is provided on each side of the check valve, 8.16.1.1.4.1. Only one control valve on the system side of the check valve is necessary when the water supply is provided from the city connection, 8.16.1.1.4.3.</p>	<p>82. ____ The control valve locations are accessible, 8.16.1.1.7.</p> <p>83. ____ If a pressure reducing valve is used, its location and installation criteria are detailed in accordance with Section 8.16.1.2.</p> <p>84. ____ If used, outside post-indicator control valve (PIV) locations and installation criteria are detailed in accordance with Section 8.16.1.3.</p> <p>85. ____ If PIVs are approved to be located in a pit, the pit construction, location, and marking are designed and detailed in accordance with Section 8.16.1.4.2.</p>
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## SEISMIC PROTECTION

86. \_\_\_ Flexible couplings may be used for pipe 2½ in. or larger in accordance with Sections 9.3.2.2 and 9.3.2.3.

87. \_\_\_ Flexible couplings are specified for drops to hose lines, rack sprinklers, and mezzanines, 9.3.2.4.

88. \_\_\_ A seismic separation assembly is provided and detailed at building seismic joints, 9.3.3.2 and 9.3.3.3.

89. \_\_\_ Proper pipe clearance is noted on the plans for pipe penetrations in walls, floors, platforms or foundations,

9.3.4. Minimum clearance is in accordance with Section 9.3.4.2 – 9.3.4.7.

90. \_\_\_ Lateral sway bracing is required at a maximum spacing of 40 ft. for all feed mains, cross mains, and branch lines 2½ in. and larger, 9.3.5.3.1.

91. \_\_\_ Lateral sway bracing is designed not to exceed the maximum zone of influence loading provided in Tables 9.3.5.3.2(a) and (b) for its spacing, 9.3.5.3.2.

92. \_\_\_ Bracing is provided for the last length of pipe of the end of a feed or cross main, 9.3.5.3.6. (max. 6 ft)

93. \_\_\_ Bracing is required unless all the pipe is supported by rods less than 6 in. or by 300 wrap-around U-hooks for any size pipe, 9.3.5.3.9.

94. \_\_\_ Longitudinal sway bracing has a maximum span of 80 ft. for mains and cross mains and within 40 ft. of the end of the line, 9.3.5.4.1 and .3.

95. \_\_\_ A four-way sway brace spacing on a riser does not exceed 25 ft. and a four-way sway brace is located at the top of the riser if the top of the riser exceeds 3 ft. in length, 9.3.5.5.

96. \_\_\_ Seismic bracing calculations and the zones of influence are detailed and provided for each brace to be used as shown in NFPA Figure A.9.3.5.6(e), 9.3.5.6 through 9.3.5.8. The calculations shall include the basis for the selection of the seismic coefficient from Table 9.3.5.6.2.

97. \_\_\_ Longitudinal and lateral bracing is provided for each run of pipe between the changes of direction unless the run is less than 12 ft. and supported by adjacent pipe run bracing, 9.3.5.11.2.

98. \_\_\_ Branch lines are restrained at the end sprinkler of each line and restrained against vertical and lateral movement, 9.3.6.3.

99. \_\_\_ Branch line method of restraint is in accordance with Section 9.3.6.1.

100. \_\_\_ Restraints for branch lines shall be at intervals not greater than specified in Table 9.3.6.4 and justification for selection of the seismic coefficient is provided, 9.3.6.4.

101. \_\_\_ Restraint for sprigs 4 ft. long or greater against lateral movement, 9.3.6.6.

## FIRE DEPARTMENT CONNECTION (FDC)

102. \_\_\_ The FDC location is detailed on the street side or response side of building or as approved by the Fire Prevention Division, and when connected to the water supply it will not obstruct emergency vehicle access to the building, KBC 912.

103. \_\_\_ Local water flow alarm is provided when the sprinkler system exceeds 20 sprinklers and its location is detailed, 8.17.1.1.

104. \_\_\_ FDCs for fire engine are sized and arranged in accordance with 8.17.2.3, and 8.17.2.4. Threads are New York – Bronx 3.231 x 6.

105. \_\_\_ The arrangement of the FDC piping supplying wet pipe, dry pipe, pre-action or deluge sprinklers shall be in accordance with Section 8.17.2.4.2.

## HYDRAULIC CALCULATIONS (22.3)

106. \_\_\_ Specify the calculation method used, density/area or room design, 22.3.

107. \_\_\_ The summary sheet, water supply graph sheet, supply analysis, node analysis, and worksheets are provided for computer generated calculations, 22.3.5. The summary sheet, water supply graph sheet, and work sheets are provided for hand calculations.

108. \_\_\_ Reference points in the calculation worksheet match with points on the plans, and the occupancy hazard classifications are correct for the occupancy or use, 22.3, 11.2.1.2.3.

109. \_\_\_ If design area adjustments are made, the adjustment methodology is provided, 22.3.2, 22.3.5.2.

115. \_\_\_ Density and design areas information are provided and comply with the restrictions listed in Section 11.2.3.1.4, Fig 11.2.3.1.1.

116. \_\_\_ Calculations are correct: static PSI, pipe length, GPM, K factors for drops or branch lines, elevation data, hose allowance, friction loss, and equivalent pipe and fitting lengths, 22.3.

117. \_\_\_ For the room design method the design area includes the most demanding room and if any, adjacent communication compartments, 11.2.3.3, 22.4.4.1.2.

118. \_\_\_ A minimum of 2 summary calculations are provided for a grid system, refer to the one exception, 22.4.4.4.2.

110. \_\_\_\_ The use of quick response sprinklers in a design area shall meet the specific requirements in Section 11.2.3.2.3.

111. \_\_\_\_ Pipe size and length references in the calculation worksheet match the plans.

112. \_\_\_\_ Sloped ceiling may require a 30 percent increase of design area, 11.2.3.2.4.

113. \_\_\_\_ Sprinkler data sheet matches information on the plans.

114. \_\_\_\_ Water flow information is provided with static PSI, residual PSI, and available GPM at 20 PSI residual with graphed results. T11.2.2.1

119. \_\_\_\_ Additional calculations may be required by the fire code official if the building design and room uses do not make the most demanding area obvious.

120. \_\_\_\_ Legend for calculation abbreviations is provided.

121. \_\_\_\_ Calculations are also provided for extra hazard occupancies, deluge, and exposure systems.

122. \_\_\_\_ Dry pipe and double interlock preaction design areas are increased 30 percent but the density remains the same (11.2.3.2.5), use of high-temp sprinklers in extra hazard occupancies may reduce design area by 25 percent but not less than the area specified in 11.2.3.2.6.

**RESIDENTIAL SPRINKLERS IN NFPA 13 SYSTEMS / SPECIAL DESIGN**

123. \_\_\_\_ Calculations for a single and for a multiple sprinkler discharge are provided, 11.3.1.1.

124. \_\_\_\_ The calculation design is based on the 4 most demanding sprinklers at the minimum listed flow rate or 0.10 gpm/ft., 11.3.1.2.

125. \_\_\_\_ Hose streams and water duration requirements are for LH in accordance with Table 11.2.3.1.2, 11.3.1.5.

126. \_\_\_\_ Special design considerations for exposure protection, water curtain, etc. are in accordance with 11.2.3, 22.7.

**PIPE SCHEDULE**

**Note:** For systems less than 5000 sq. ft. the minimum water flow is proven to be available in accordance with Table 11.2.2.1. Systems more than 5,000 sq. ft. shall have 50 psi residual pressure and meet the requirements of Table 11.2.2.1, 11.2.2.1, 11.2.2.3 and 22.5.

127. \_\_\_\_ Only 5.6 K-factor sprinklers, use of higher K-factor sprinklers are for hydraulically calculated systems, 22.5.1.2.

128. Light Hazard: 8 sprinklers maximum for each branch line, 22.5.2.1.1, 9 and 10 permitted see 22.5.2.1.2 and .3.

129. \_\_\_\_ A. pipe size and number of heads area in accordance with Table 22.5.2.2.1.

130. \_\_\_\_ B. sprinklers above and below the ceiling are in accordance with Table 22.5.2.4.

131. Ordinary Hazard: 8 sprinklers maximum for each branch line, 22.5.3.1, 9 and 10 permitted see 22.5.3.2, .3

132. \_\_\_\_ A. pipe size and number of sprinklers are in accordance with Table 22.5.3.4.

133. \_\_\_\_ B. sprinklers greater than 12 ft. separations are in accordance with Table 22.5.3.5.

134. \_\_\_\_ C. sprinklers above and below the ceiling are in accordance with Table 22.5.3.7.

135. \_\_\_\_ Extra Hazard: shall be hydraulically calculated, 22.5.4.

**SPECIFIC SYSTEM REQUIREMENTS**

**Wet System**

136. \_\_\_\_ Relief valve not less than ¼ in. is detailed for gridded system, 7.1.2.1.

137. \_\_\_\_ An alarm connection not less than 1 in., discharging to the exterior, located anywhere downstream of the water flow alarm is provided to test the waterflow alarm, 8.17.4.2.

**Dry System, (Grid System not Permitted, 7.2)**

138. \_\_\_\_ Only upright, listed dry sprinklers are used, see exceptions for return bends and sidewall sprinklers, 7.2.2.

139. \_\_\_\_ System capacity is provided and systems less than 500 gal. and systems between 500 and 750 gal. equipped with a quick opening device do not need to device (QOD) for systems greater than 500 gallons, see

deliver water within 60 seconds, 7.2.3.2 - .5.

140. \_\_\_\_ System is designed to meet the water delivery times for the hazard classification in accordance with Table 7.2.3.6.1 and calculations are provided, 7.2.3.6.

141. \_\_\_\_ A trip test connection with a shut-off valve and at least a 1 in. plug is at the furthest sprinkler pipe, 8.17.4.3.

142. \_\_\_\_ Compressor capacity specification sheet is provided, restores system within 30 minutes, 7.2.6.2.2.

143. \_\_\_\_ Compressor piping system, air fill line not less than ½ in., and check-relief-shutoff valves are shown or noted, 7.2.6.3.

144. \_\_\_\_ Shown is the location for the quick opening exception in 7.2.3.4.

145. \_\_\_\_\_ Shown is the location of the check valve for QOD and the antiflooding device between the riser and the QOD, 7.2.4.5, 7.2.4.8.

**Preaction or Deluge**

146. \_\_\_\_\_ Pressure gauge locations are above and below the preaction valve and on the air supply, 7.3.1.3.

147. \_\_\_\_\_ Location and spacing of the detection devices are detailed, 7.3.1.7.

148. \_\_\_\_\_ The single and non-interlock preaction system is limited to 1,000 sprinklers, 7.3.2.2.

149. \_\_\_\_\_ The double-interlock preaction system is based on water delivery of not exceeding 60 seconds but the water delivery time is also based on Table 7.2.3.6.1, 7.3.2.3.1.1.

150. \_\_\_\_\_ Preaction system is supervised when there are more than 20 sprinklers, 7.3.2.4.1.

151. \_\_\_\_\_ Only upright, listed dry sprinklers are used, see exceptions for return bends and sidewall sprinklers, 7.3.2.5.

152. \_\_\_\_\_ Double interlock systems are not gridded, 7.3.2.6, and valve room is heated, 7.3.1.8.2.

**Valves**

153. \_\_\_\_\_ Check valve is at/near connection to water supply, single riser's alarm valve is considered a check valve, 8.16.1, 8.16.1.1.3.5.

154. \_\_\_\_\_ Control valves are provided in accordance with 8.16.1.1.4.

155. \_\_\_\_\_ Water supply exceeding 175 psi requires pressure reducing valves (PRVs), locations are detailed, 8.16.1.2.

156. \_\_\_\_\_ Gauges are on the inlet and outlet sides of PRVs and an indicating valve on the inlet side, 8.16.1.2.

**Flushing**

157. \_\_\_\_\_ Flushing instructions and criteria are on the plans. Flushing requirements shall be 880 gpm for 6 in. pipe, 1,560 gpm for 8 in., 2,440 gpm for 10 in., 3,520 gpm for 12 in., and the flush should be pitoted and calculated to ensure the flow and the velocity is at least 10 ft/sec.

**Hose Connections**

158. \_\_\_\_\_ 2-1/2" hose valves are permitted to be attached to the wet system in light or ordinary hazard buildings if meeting all exceptions. 8.17.5.2

**MISCELLANEOUS**

**Antifreeze System:** Refer to 7.6

**Protection against Exposure Fire:** Refer to 7.8

**Refrigerated Areas:** Refer to 7.9

**Commercial Cooking Equipment:** Refer to 7.10

**Storage:** Refer to Chapters 12-20

**Special Occupancy Requirements:** Refer to Chapter 21

**Private Fire Service Water Mains:** Refer to Chapter 10, NFPA 24

**FIRE PROTECTION SYSTEMS (KBC Chapter 9)**

**GENERAL (901)**

\_\_\_\_\_ Required fire protection systems shall be Monitored by approved supervising station (901.6)

**AUTOMATIC SPRINKLER SYSTEMS (903)**

\_\_\_\_\_ Assembly (A-1, A-2, A-3, A-4, A-5) (903.2.1)

\_\_\_\_\_ Ambulatory health care facilities (B) (903.2.2)

\_\_\_\_\_ Educational (E) (903.2.3)

\_\_\_\_\_ Factory/Industrial (F-1) (903.2.4)

\_\_\_\_\_ High-hazard (H-1, H-2, H-3, H-4, H-5) (903.2.5)

\_\_\_\_\_ Institutional (I-1, I-2, I-3, I-4) (407.6, 903.2.6)

\_\_\_\_\_ Mercantile (M) (903.2.7)

\_\_\_\_\_  High piled storage in Group M Residential (R) (903.2.8)

\_\_\_\_\_ Storage/Repair garage (S-1) (903.2.9)

\_\_\_\_\_ Parking garages (903.2.10)

\_\_\_\_\_ Windowless story (903.2.11.1)

\_\_\_\_\_ Rubbish and linen chutes (903.2.11.2)

\_\_\_\_\_ Buildings over 55 ft. high (903.2.11.3)

\_\_\_\_\_ Incidental accessory occupancies (T 509)

\_\_\_\_\_ Additional required systems (T 903.2.11.6)

\_\_\_\_\_ International Fire Code (IFC 903.2.11.6)

\_\_\_\_\_ Valve monitoring and alarms (903.4, 905.9)

\_\_\_\_\_ NFPA 13 system (903.3.1.1)

\_\_\_\_\_ NFPA 13R system (903.3.1.2)

\_\_\_\_\_ NFPA 13D system (903.3.1.3)

\_\_\_\_\_ Quick-response and residential head (903.3.2)

\_\_\_\_\_ Actuation (903.3.4)

\_\_\_\_\_ Water supplies (903.3.5)

\_\_\_\_\_ Hose threads (903.3.6)

**STANDPIPE SYSTEMS (905)**

\_\_\_\_\_ Required Class \_\_\_\_\_ standpipe system (905.3)

\_\_\_\_\_  Building height > 30' above or below fire department vehicle access (905.3.1)

\_\_\_\_\_  Group A > 1000 occupants (905.3.2)

\_\_\_\_\_  Covered and Open malls (905.3.3)

\_\_\_\_\_  Stages > 1000 SF and > 50' high (905.3.4)

\_\_\_\_\_ Hose connection locations (905.4.1 – 905.6)

\_\_\_\_\_ Riser / lateral protection (905.4.1, 905.5.2)

\_\_\_\_\_ Underground buildings (905.3.5)

\_\_\_\_\_ Helistops/heliports (905.3.6)

\_\_\_\_\_ Marinas/boatyards (905.3.7)

\_\_\_\_\_ Rooftop gardens / lawns (905.3.8)

\_\_\_\_\_ Hose connections and locations (905.1-905.6)

\_\_\_\_\_ Cabinets (905.7)

\_\_\_\_\_ Dry standpipes (905.8)

Stephen D. Kyle  
Fire Chief  
[skyle@paducahky.gov](mailto:skyle@paducahky.gov)



**Paducah Fire Department  
Fire Prevention Division**  
Office of the Fire Marshal  
300 South 5th Street  
P.O. Box 2267  
Paducah, KY 42002-2267  
Phone: 270-444-8527  
[www.paducahky.gov](http://www.paducahky.gov)

J. Greg Cherry  
Deputy Chief/Fire Marshal  
[gcherry@paducahky.gov](mailto:gcherry@paducahky.gov)

Date: 09/23/2025

**Helitech**  
**8251 Bunkum Rd**  
**Caseyville, IL 62232**

RE: **Permit No: BLDR2024-0099**  
**Foundation Repair-Installing 2 piers on corners of porch**  
**524 S 19TH ST**  
**Paducah, KY 42003**

**Substantial Compliance**

Helitech:

An inspection was made on the above referenced project on 09/15/2025. The inspection found the project completed in substantial compliance with the minimum requirements of the 2018 Kentucky Building Code. Please note that the issuance of a final inspection by this office is for the equipment, elements or areas impacted during construction, and is not an indication that all areas of the existing building have been brought into compliance of the 2018 Kentucky Building Code.

Thank you for your cooperation. Please advise this office if we can be of further assistance.

Sincerely,

Les Fugate  
Chief Building Inspector  
Paducah Fire Department  
Fire Prevention Division  
300 South 5th Street  
Paducah, KY 42003  
(270) 444-8527



Kentucky Building Code: 2018

Application Number: BLDR2025-0003

# PADUCAH FIRE DEPARTMENT FIRE PREVENTION DIVISION

# Certificate of Occupancy

IS HEREBY GRANTED

Occupant Description: RESIDENCE

Address of Structure: 1626 PARK AVE PADUCAH, KY 42001

Use Group	Occupant Load	Construction Type	Fire Protection	Maximum Live Load
R-3: 1 & 2 Family Dwellings	8	V-B	None	40

This certificate shall be made readily visible at all times.

By the authority in accordance with KRS Chapter 227 and

806 KAR 50:015 and Section 18, Code of Ordinances, City of Paducah.

No part of this building may be altered nor added to, nor occupancy

changed without permission of the Building Official.

Portion of the structure for which the certificate is issued: **ENTIRE**

The described portion of the structure has been inspected for compliance

with the requirements of this code for the occupancy and division of occupancy.

Special Conditions: **N/A**

*Les Fuyts*

Building Official

DATE OF ISSUANCE:

08/21/2025

Name & Address of Owner: **BREECE ELLEN MOHON - 400 STATE ROUTE 440 MAYFIELD, KY 42066**



# INSPECTION WORKSHEET (IBLD-015614-2025) FOR CITY OF PADUCAH

<b>Case Number:</b>	BLDR2025-0012	<b>Case Module:</b>	Permit
<b>Inspection Date:</b>	09/02/2025	<b>Inspection Status:</b>	Re-inspection required
<b>Inspector:</b>	Les Fugate	<b>Inspection Type:</b>	Building Framing
<b>Job Address:</b>	6212 La Barri Ln Paducah, KY 42001	<b>Parcel Number:</b>	077-40-00-048.11

Contact Type	Company Name	Name
Applicant	Willett Enterprises Inc	Chad Willett
Contractor	Willett Enterprises Inc	Ryan Morreau
Contractor	Willett Enterprises Inc	Chad Willett
Electrical Contractor	DAVE'S ELECTRIC, LLC	DAVID KALER
Engineer		MATRIX ENGINEERING PLLC
Mechanical Contractor	ADCO INCORPORATED	LESLIE ADKINSON
Owner	Willett Enterprises Inc	Ryan Morreau
Owner	Willett Enterprises Inc	Chad Willett

Checklist Item	Results	Comments
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Bearing hip rafter in back hall. Anchor bolts missing. Bearing of purlin under front rafters. Rated wall continuity.



# INSPECTION WORKSHEET (IBLD-015911-2025) FOR CITY OF PADUCAH

<b>Case Number:</b> BLDR2024-0073	<b>Case Module:</b> Permit
<b>Inspection Date:</b> 09/04/2025	<b>Inspection Status:</b> Re-inspection required
<b>Inspector:</b> Les Fugate	<b>Inspection Type:</b> Final Building
<b>Job Address:</b> 4765 Exall Ln Paducah, KY 42001	<b>Parcel Number:</b> 096-11-00-022

Contact Type	Company Name	Name
Applicant	JIM SMOLEN DESIGN	JIM SMOLEN
Contractor	W E GRIMES CONSTRUCTION	BILL GRIMES
Electrical Contractor	BLUE GRASS ELECTRIC	DUSTIN HUGHES
Mechanical Contractor	ADCO INCORPORATED	LESLIE ADKINSON

Checklist Item	Results	Comments
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Repair smoke detector interconnect in unit 4767. Master bedroom smoke not interconnected.
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Dryer vent termination for unit 4767.
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Provide bracket or strap at top of deck posts to prevent displacement.
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Provide insulation bulkhead at attic access hole to prevent insulation fall out.
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Provide insulated access hole lid, insulate to R-38 minimum.
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Provide electrical final sticker and energy sticker
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Provide sealant at all attic and foundation penetrations, caulk sleeves for HVAC line sets, dryer vents, drain lines, gas lines, etc.
General Comments - Checklist item used to track general comments, not specific to any other checklist item	N/A	Provide access hole air gasket.

Be the Best



(<http://paducahky.gov/>)



## Apply for Permit - Commercial

**\*REQUIRED**

1	2	3	4	5	6	7
Locations	Type	Contacts	More Info	Attachments	Signature	Review and Submit

### LOCATIONS

Please select or add the location of your project. *Property locations needing a new address established will need to contact the Fire Prevention division.*

Add Location





**Paducah Fire Department**  
**Fire Prevention Division**  
 Office of the Fire Marshal  
 300 South 5th Street  
 P.O. Box 2267  
 Paducah, KY 42002-2267  
 270-444-8522 or 270-444-8527

Permit Number: **BLDC2025-0034**  
 Permit Type: **Commercial Building**  
 Work Classification: **Renovation, Remodel, Repair**  
 Permit Status: **Issued**  
 Date Issued: **05/13/2025**  
 Expiration: **05/12/2026**

**Location Address:**

# PERMIT

3220 IRVIN COBB DR PADUCAH, KY 42003

**Contacts:**

<b>Owner:</b> WALMART REAL ESTATE BUSINESS TRUST C/O PROP TAX DEPT MS 0555 <b>Address:</b> PO BOX 8050 BENTONVILLE, AR 72712 <b>Phone:</b> <b>Email:</b>	<b>Applicant:</b> Case Dickinson <b>Address:</b> 8345 Lenexa Dr #300 #300 Lenexa, KS 66214 <b>Phone:</b> <b>Email:</b> case.dickinson@hendersonengineers.com
--	---

<b>Electrical Contractor:</b> Place Services Inc <b>Address:</b> 201 Gateway Drive Canton, GA 30115 <b>Phone:</b> <b>Email:</b> skush@placeservicesinc.com	<b>Contractor:</b> Place Services Inc <b>Address:</b> 201 Gateway Drive Canton, GA 30115 <b>Phone:</b> <b>Email:</b> skush@placeservicesinc.com
---	--

<b>Mechanical Contractor:</b> THE ARTICOM GROUP REFRIGERATION LLC <b>Address:</b> 1676 N CALIFORNIA BLVD STE 420 WALNUT CREEK, CA 94596 <b>Phone:</b> <b>Email:</b>	
--	--

**Description:** Replace Rack Condensers (A,B,C,D,E)

Valuation:	Amount:	Fee:	Amount:	Inspection request may be made through CSS login or call us at (270) 444-8527. Inspection results and comments can also be found through your CSS portal.
Building	\$528,573.00	Building	\$1,637.00	
Electrical	\$62,000.00	Electrical	\$256.00	
HVAC		HVAC		
<b>Total:</b>	<b>\$590,573.00</b>	<b>Total:</b>	<b>\$1,893.00</b>	

Special Notes and Comments: All electrical work must comply with 2023 NEC

Obtained By:	Date: 05/13/2025
--------------	------------------

By remitting payment for this application/agreement, you and all related/applicable parties are providing intent to sign this application/agreement electronically, and furthermore agree your electronic signature is the legal equivalent of your manual/handwritten signature on this application/agreement only. You also agree that no certification authority or other third party verification is necessary to validate this electronic signature. Once electronically signed, this application/agreement provides to the City of Paducah your consent to conduct business as required including electronically, and constitutes your agreement to be bound by the terms and conditions of these disclosures and application/agreement as they exist on the date on this application/agreement. The permit issued to the applicant is the fully executed copy of the application/agreement. Your electronic signature will not be reproduced by the City of Paducah on any other items/transactions. This permit is granted on the express condition that the said construction shall, in all respects, conform to the Ordinances of this jurisdiction, KRS 198b and local Zoning Ordinance Chapter 18, regulating the construction and use of building, and may be revoked at any time upon violation of any provision of said Ordinance or KRS statute.

Issuing Agent: LES FUGATE, CHIEF BUILDING INSPECTOR

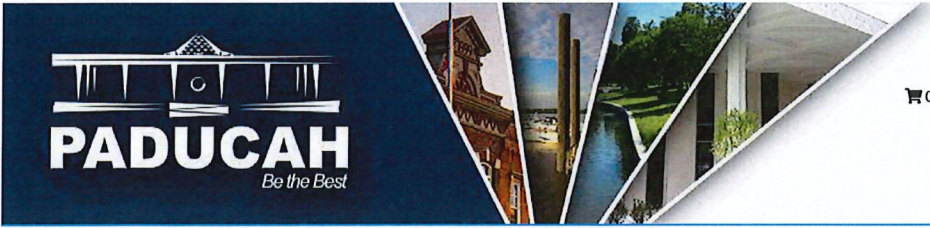
**THIS IS NOT A RIGHT OF WAY  
 CONSTRUCTION PERMIT**



[www.kentucky811.org](http://www.kentucky811.org)  
 Call 811 or 1-800-752-8007  
 It's the law (KRS 357.4901 – 357.4917)

**KY STATE LICENSED ELECTRICIANS MUST  
 BE PRESENT ON JOB SITE WHEN  
 PERMITTED ELECTRICAL WORK AND  
 INSPECTIONS OCCUR, PER KRS 227A.010  
 TO 227A.140.**

**THIS PERMIT SHALL BE POSTED CONSPICUOUSLY**



Les Fugate ▾ ()

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[\(http://paducahky.gov/\)](http://paducahky.gov/)



Permit Number: BLDC2025-0034

Add to Cart

Permit Details () | Tab Elements () | Main Menu ()

^ (.multi-collapse)

Type:	Commercial Building Renovation, Remodel and Repair	Status:	Issued	Project Name:	
Applied Date:	04/08/2025	Issue Date:	05/13/2025		
District:	In City Limits	Assigned To:	McGee, Debra	Expire Date:	05/12/2026
Finalized Date:					
Description:	Replace Rack Condensers (A,B,C,D,E)				

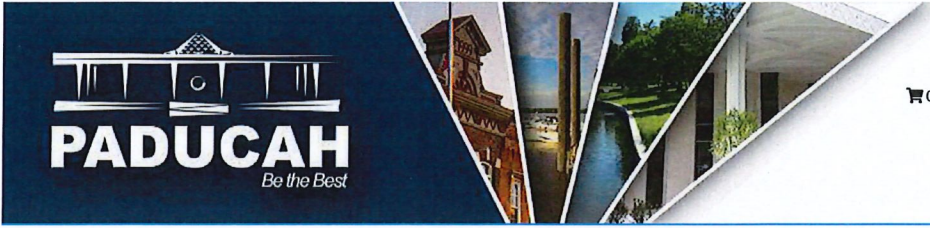
- Summary
- Locations
- Fees
- Reviews
- Inspections
- Attachments
- Contacts
- More Info

Plan Review

^ (.multi-collapse0)

Submittal Status	Received Date	Due Date	Completed Date
Approved	04/09/2025	05/02/2025	04/18/2025

Building • Approved (.multi-collapse00) • Fugate Les (.multi-collapse00) • Completed : 04/18/2025 (.multi-collapse00)



Les Fugate v ()

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 (http://paducahky.gov/)



Permit Number: BLDC2025-0034

Add to Cart

Permit Details () | Tab Elements () | Main Menu ()

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**Type:** Commercial Building Renovation, Remodel and Repair  
**Status:** Issued  
**Project Name:**  
**Applied Date:** 04/08/2025  
**Issue Date:** 05/13/2025  
**District:** In City Limits  
**Assigned To:** McGee, Debra  
**Expire Date:** 05/12/2026  
**Finalized Date:**  
**Description:** Replace Rack Condensers (A,B,C,D,E)

Summary | Locations | Fees | Reviews | Inspections | Attachments | Contacts | More Info

Existing Inspections () | Request Inspections () | Optional Inspections () | Next Tab () | Permit Details () | Main Menu ()

Existing Inspections

Sort Description v

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
IBLD-015298-2025	Final Building	Passed	08/11/2025	08/12/2025	Fugate Les	
IELE-016399-2025	Final Electrical	Scheduled	09/19/2025	09/26/2025	Hugen Vaughn	
IELE-015299-2025	Final Electrical	Re-inspection required	08/11/2025	08/12/2025	Hugen Vaughn	
IELE-015527-2025	Final Electrical	Re-inspection required	08/20/2025	08/22/2025	Hugen Vaughn	
IELE-015328-2025	Final Electrical	Re-inspection required	08/12/2025	08/15/2025	Hugen Vaughn	

Results per page 10 v 1 - 5 of 5 << < 1 > >>

Request Inspections

Sort Order v

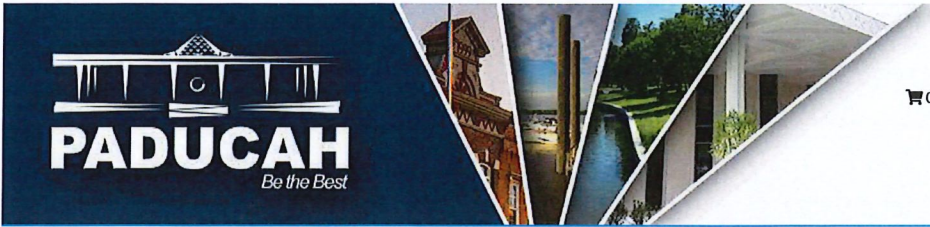
Description	Reinspection
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No records to display.

Optional Inspections

Description
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No records to display.



Les Fugate ▾

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 (<http://paducahky.gov/>)



Permit Number: BLDC2025-0034

Add to Cart

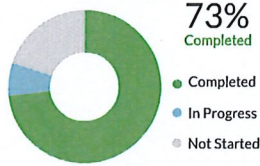
Permit Details () | Tab Elements () | Main Menu ()

^ (.multi-collapse)

Type:	Commercial Building Renovation, Remodel and Repair	Status:	Issued	Project Name:	
Applied Date:	04/08/2025	Issue Date:	05/13/2025		
District:	In City Limits	Assigned To:	McGee, Debra	Expire Date:	05/12/2026
Finalized Date:					
Description:	Replace Rack Condensers (A,B,C,D,E)				

- Summary
- Locations
- Fees
- Reviews
- Inspections
- Attachments
- Contacts
- More Info

### Progress



### Fees

**\$0.00**

[View Details](#)   [Add to Cart](#)

### Workflow

- Building Plan Review - Passed : 04/18/2025
- Issue Permit - Passed : 05/13/2025
- Issue Permit - Passed : 05/13/2025
- Final Electrical - Re-inspection required : 08/12/2025
- Final Building - Passed : 08/12/2025
- Final Electrical - Re-inspection required : 08/15/2025
- Final Electrical - Re-inspection required : 08/22/2025
- Final Electrical - Scheduled
- Certificate of Compliance

### Available Actions

No Actions

# STOP WORK

PADUCAH FIRE DEPARTMENT  
FIRE PREVENTION DIVISION

## NOTICE

This building has been inspected and

- No Building Permit
- General Construction  
Concrete, Masonry and  
Finish Cement Work
- Framing
- Floor System
- Roofing
- Mechanical
- Electric Wiring
- No License

## IS NOT ACCEPTED

Please correct as noted above before any further work is done.

-NOTE-

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Prevention Official

**Do Not Remove This Notice**

DETACH and Bring this Portion  
of Card With You

Location: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_

City of Paducah, KY

\_\_\_\_\_  
Fire Prevention Official

PADUCAH FIRE DEPARTMENT

FIRE PREVENTION DIVISION

## Correction Notice

Job located at \_\_\_\_\_

I have this day inspected this structure and this premise and have found the following violations of City and/or State laws governing same:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You are hereby notified that no more work shall be done upon this premise until the above violations are corrected. When corrections have been made, call (270) 444-8527 for inspection.

Date \_\_\_\_\_

\_\_\_\_\_  
Inspector for Fire Prevention Division

**DO NOT REMOVE THIS TAG**

**INTERLOCAL COOPERATION AGREEMENT**

THIS INTERLOCAL COOPERATION AGREEMENT is made and executed this 29<sup>th</sup> day of June, 2022 by and among the CITY OF PADUCAH, KENTUCKY and the CITY OF MAYFIELD, KENTUCKY.

**WITNESSETH:**

WHEREAS, on December 10, 2021, the City of Mayfield experienced a catastrophic storm, resulting in extensive damage to or destruction of over 700 structures and minor damage to at least 400 structures within the its city limits; and

WHEREAS, the repair and/or replacement of these structures will require significant involvement of the City of Mayfield's Office of Planning, Building, and Code Enforcement to ensure compliance with the City's building code;

WHEREAS, the City of Paducah is willing to assist the City of Mayfield with building inspection and plan review in order to facilitate the replacement and repair of the damaged structures;

WHEREAS, the City of Paducah and the City of Mayfield do now desire to execute a formal agreement regarding the services to be provided by the City of Paducah to the City of Mayfield as provided herein;

NOW, THEREFORE, in consideration of the foregoing premises, and for other good and valuable consideration, the legal adequacy and sufficiency of which is hereby acknowledged by all parties hereto, the City of Paducah and the City of Mayfield do covenant and agree as follows:

1. **Purpose.** Pursuant to the Interlocal Cooperation Act, KRS 65.210 *et seq.*, the City of Paducah and the City of Mayfield hereby enter into this Agreement, whereby the City of Mayfield engages the services of the City of Paducah to assist with building inspection and building plan review.

2. **Duration.** This Agreement shall remain in full force and effect for a period beginning on the Effective Date of this Agreement and ending on June 30, 2024. This Agreement may be renewed for one (1) additional three (3) year term, upon agreement of the parties at least ninety (90) days prior to expiration of the initial term.

3. **Termination.** Any provision herein to the contrary notwithstanding, the City of Paducah or the City of Mayfield may terminate this Agreement at any time, with or without cause, by providing least ninety (90) days written notice. Upon termination of this Agreement for any reason, the City of Mayfield shall compensate the City of Paducah for any services performed up to the date of termination.

4. **Administration.** This Agreement shall be administered by the City of Mayfield.

5. Statement of Powers Delegated/Requested. Upon request of the City of Mayfield, the City of Paducah shall assist with the review of building plans and the performance of building inspections. The City of Mayfield shall provide the City of Paducah with the plans for review and/or information regarding the location of the property requiring inspection. In performing the services hereunder, the City of Paducah shall apply the standards and requirements of the Commonwealth of Kentucky.

6. Financing. The City of Paducah will charge its customary fees for plan review and property inspection, as may be amended from time to time. Additionally, the City of Mayfield agrees to compensate the City of Paducah at the rate of \$52.50 per hour, plus \$2.00 per hour for mileage and fuel. This rate shall be increased to \$72.00 per hour, plus \$2.00 per hour for mileage and fuel, for any work performed outside of the City of Paducah's regular work hours, as defined below. The parties agree that these rates shall be adjusted from time to time based upon pay increases granted to the City of Paducah's employees by the Paducah City Commission.

7. Work Day and Overtime. The City of Paducah's work day for assisting the City of Mayfield will be 0800hrs to 1630hrs. Work scheduled outside of these hours will require the City of Mayfield's authorization for potential overtime. Overtime may be requested on behalf of the City of Paducah by Fire Chief Steve Kyle or his designee and may be granted on behalf of the City of Mayfield by Fire Chief Jeremy Creason, or his designee. The parties may document a general approval of overtime work as needed. The City of Mayfield agrees to compensate the City of Paducah for overtime at the rates stated above.

8. Priority for Building Inspection and Plan Review. The City of Paducah retains the right to prioritize building inspection and plan review for its own jurisdiction. The City of Paducah shall notify the City of Mayfield in the event that the volume of work either in the City of Paducah or the City of Mayfield exceeds the City of Paducah's resources. The City of Paducah shall have the ability to temporarily defer further intake of the City of Mayfield's work load until resources can accommodate. Upon the City of Paducah's ability to accommodate, deferment will be lifted.

9. Insurance. The parties shall notify their liability insurance carriers of this Agreement. The City of Paducah is to be listed as an additional insured on the City of Mayfield's insurance policy in regard to its involvement with implementing the provisions of this Agreement. Likewise, the City of Mayfield is to be listed as an additional insured on the City of Paducah's insurance policy in regard to its involvement with implementing the provisions of this Agreement. A copy of this Agreement shall be forwarded to the cities' liability insurance carriers upon final approval by all parties.

10. Indemnification. The City of Mayfield agrees to indemnify and save harmless Paducah from any and all claims, suits, damages, costs, attorney's fees, losses and expenses in any manner resulting from, or arising out of, or connected with the performance of the services contemplated herein.

11. Miscellaneous Provisions.

A. This Agreement represents the entire understanding and agreement reached

between the parties, and all prior covenants, agreements, presentations and understandings are merged herein.

B. This Agreement shall not be modified or altered, except by written amendment approved by all parties hereto.

C. Notices made or given by either party in connection with this Agreement must be in writing to be effective. They shall be deemed given if delivered personally or if delivered by U.S. mail. Any notices delivered hereunder shall be sent to the addresses set forth as follows:

If to the City of Mayfield:

CITY OF MAYFIELD  
ATTN: MAYOR  
1257 CUBA RD  
MAYFIELD KY 42066

If to the City of Paducah:

CITY OF PADUCAH  
ATTN: CITY MANAGER  
PADUCAH KY 42001

D. The validity of this Agreement and of any of its terms and provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the Commonwealth of Kentucky. The venue of any legal dispute shall be the courts of the Commonwealth of Kentucky.

E. Any term or provision of this Agreement, which is invalid or unenforceable by virtue of any statute, ordinance, court order, court ruling, final administrative order or otherwise, shall be ineffective to the extent of such invalidity or unenforceability, without rendering invalid or unenforceable the remaining terms and provisions of this Agreement.

F. The City of Paducah and the City of Mayfield each binds itself, its successors, assigns and legal representatives to the other party with respect to all covenants, agreements and obligations contained in this Agreement. Neither party shall assign the Agreement or any rights or obligations hereunder.

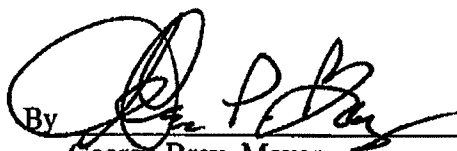
G. No action or failure to act by either party will constitute a waiver of any right or duty of such party under this Agreement, nor will any such action or failure to act constitute an approval of or acquiescence in any breach thereunder.

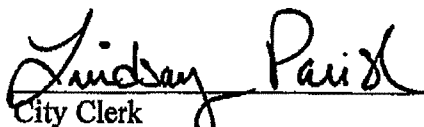
10. Effective Date. This Agreement shall be effective on the date when this Agreement is executed by the parties hereto after approval by the Department for Local Government as required by KRS 65.260.

IN WITNESS WHEREOF the parties hereto have set their hands on the date below written.

CITY OF PADUCAH, KENTUCKY

ATTEST:

By   
George Bray, Mayor


  
City Clerk

Date 6/29/2022

CITY OF MAYFIELD, KENTUCKY

ATTEST:

By   
Kathy O'Nan, Mayor

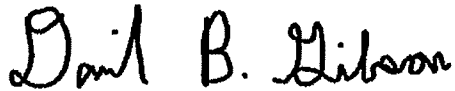
  
City Clerk

Date 29 June 2022

# INTERLOCAL COOPERATION AGREEMENT

ICA 22-020: The City of Paducah, Kentucky and the City of Mayfield, Kentucky  
for the Provision of Building Inspection and Building Plan Review Assistance

Reviewed as to compliance with KRS 65.210 to 65.300  
And recommended for approval:



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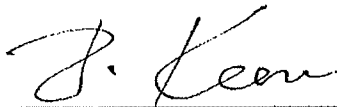
David B. Gibson  
Staff Attorney  
Department for Local Government

07/28/2022

---

Date

Approved:



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Dennis Keene  
Commissioner  
Department for Local Government

8-3-2022

---

Date



# Neely, Brien, Wilson & Toombs, PLLC

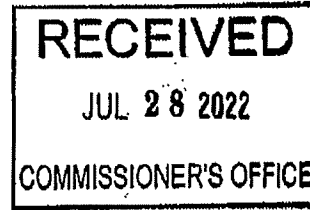
— ATTORNEYS AT LAW —

100 WK&T Technology Dr.,  
Suite 402 | P.O. Box 708  
Mayfield, KY 42066

p. (270) 247-9333  
f. (270) 247-7143

July 25, 2022

Commonwealth of Kentucky  
Office of the Governor  
Department for Local Government  
1024 Capitol Center Drive, Ste. 340  
Frankfort, Ky 40601-8204



**RE:** *Interlocal Agreement Between City of Paducah, Kentucky and City of Mayfield, Kentucky*

To Whom It May Concern:

Please find enclosed in this correspondence an Interlocal Agreement between the City of Paducah, Kentucky and the City of Mayfield, Kentucky in which the City of Mayfield engages in services of the City of Paducah to assist with building inspection and building plan review.

At your earliest convenience, please sign and register the attached and upon signature and registry, please email to the undersigned at [Bo@nbwtlaw.com](mailto:Bo@nbwtlaw.com).

Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Sincerely yours,

S. Boyd Neely, III, Esq.

Enclosure

0217/0053

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Authorize a Request for Bids for City Hall HVAC Equipment and Duct Cleaning - **C. YARBER**

Category: Municipal Order

Staff Work By: Chris Ferrell, Marcey  
Simmons

Presentation By: Chris Yarber

**Background Information:** Duct cleaning needs to be completed periodically for HVAC efficiency and improved air quality. The Facility Maintenance division of Public Works would like to request permission to advertise for sealed bids HVAC equipment and duct cleaning.

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

If yes, please list the Commission Priority: Facilities

Communications Plan:

Funds Available: Account Name: Facilities Maintenance

Account Number: PF0070

**Staff Recommendation:** Authorize Public Works to receive sealed bids for City Hall HVAC equipment and duct cleaning.

**Attachments:**

1. MO - Request For Bids - City Hall HVAC equipment and duct cleaning 2025

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER AUTHORIZING THE FACILITY MAINTENANCE DIVISION OF PUBLIC WORKS TO ADVERTISE FOR SEALED BIDS FOR CITY HALL HVAC EQUIPMENT AND DUCT CLEANING.

WHEREAS, duct cleaning needs to be completed periodically for HVAC efficiency and improved air quality; and

WHEREAS, the Facility Maintenance Division of Public Works would like permission to advertise for sealed bids for City Hall HVAC equipment and duct cleaning.

NOW, THEREFORE, BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City Commission hereby approves and authorizes the Facility Maintenance Division of Public Works to advertise for sealed bids for City Hall HVAC equipment and duct cleaning.

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

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, October 21, 2025  
Recorded by Lindsay Parish, City Clerk, October 21, 2025  
MO\Request For Bids – City Hall HVAC equipment and duct cleaning - 2025

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Use of Spending Credits for Eligible Employees Pursuant to the City's Group Health Plan for the 2026 Plan Year - **S. WILCOX**

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

**Background Information:** The City makes financial contributions to subsidize the cost of the premium charges in the approved health and wellness plan. Allocation of spending credits towards the purchase of certain benefits such as health, dental or vision pursuant to the City's group health insurance plan shall be \$10,470 per employee. This is an annual increase of \$1,746 per employee to assist with health insurance premium increases for 2026. For those employees who opt out of the City's group health insurance, who were hired prior to January 1, 2014, and can show proof of coverage under another sponsored group health insurance plan are recommended to receive an employer contribution of \$2,850. New participants to the waiver credit, with a hire date after January 1, 2014, are subject to a \$500 maximum employer contribution. In addition, any employee should be able to increase their allotment, at a minimum, by participating in the wellness program. This can be achieved through biometric readings (\$1,000), completing an annual physical (\$250), not using nicotine (\$250), getting a physical and turning in lab work (\$250) and participating in six events (\$750) such as walking a 5k.

There will be another increase in the deductible on the Investor Plan in 2026, to comply IRS regulations. The individual will go to \$3,400 per individual; the family deductible will remain at \$6,600. The out-of-pocket maximum will change accordingly on both plans (Investment and Elite) to follow this mandated IRS change. See attachment for details.

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 the use of spending credits for eligible employees pursuant to the City's group health insurance plan for the 2026 plan year.

Attachments:

1. MO - ins policy spending credits 2026
2. City of Paducah updated rates 2026 Benefit Guide

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER ESTABLISHING POLICY FOR USE OF SPENDING CREDITS TOWARD THE PURCHASE OF CERTAIN BENEFITS SUCH AS HEALTH, DENTAL OR VISION PURSUANT TO THE CITY'S GROUP HEALTH INSURANCE PLAN FOR THE 2026 PLAN YEAR

WHEREAS, the City makes financial contributions to subsidize the cost of the premium charges in the approved health and wellness plan; and

WHEREAS, allocation of spending credits towards the purchase of certain benefits such as health, dental and vision pursuant to the City's group health insurance plan shall be \$10,470 per year.

BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY:

Section 1. To be eligible for the benefits provided in Section 2, employees must timely enroll in that portion of the City's group health insurance plan referred to as medical and prescription drug coverage. The City shares the cost of medical, prescription drug, dental and vision coverage with the City employees by contributing \$10,470 per employee ("base credit") to be used under the Plan and other applicable credits which may be earned pursuant to the applicable City policy. In addition, any employee should be able to increase their allotment, at the minimum, by participating in the wellness program. This can be achieved through biometric readings (\$1,000), not using nicotine (\$250), getting a physical and turning in lab work (\$250) and participating in six free events (\$750) such as walking a 5k. There will be another increase in the deductible on the Investor Plan in 2026 to comply with IRS regulations. The deductibles will go to \$3,400 per individual and \$6,600 per family. The out of pocket maximum will also change accordingly on both plans to follow mandated IRS changes.

Section 2. All eligible employees who timely apply for coverage under the City's group health insurance plan (medical and prescription drug coverage) shall be permitted to redirect any unspent employer contribution toward the applicable pre-tax vehicle (HSA, FSA, HRA) subject to all applicable federal and state laws and regulations and as may be amended from time to time by order of the Board of Commissioners. Any changes requested by the employee due to change in family status shall be considered on a pro-rata basis from the

effective date of timely enrollment pursuant to the plan documents of any affected benefit plan.

Section 3.

A. Employees who opt out of the City's group health insurance, who were hired prior to January 1, 2014, and can show proof of coverage under another sponsored group health insurance plan shall receive an employer contribution of \$2,850. New participants to the waiver credit, with a hire date after January 1, 2014 are subject to a \$500 maximum employer contribution which can be applied to an HRA, deposited on an as accrued basis, as established by the City and which can be amended from time to time by order of the Board of Commissioners. In the event the City in its sole discretion does not accept the creditability of the spouse's employer-sponsored group health insurance plan, other group sponsored health insurance plan, or non-group sponsored health insurance plan, and the employee chooses to remain covered under such group health insurance plan, then such employee shall be governed under the procedures established in Section 4.

B. All eligible employees who opt out of the City's group health insurance plan to enroll in a health insurance plan that is not under a spouse's employer-sponsored group health insurance or other group sponsored health insurance plan shall not be permitted to participate in an employer contribution of any unspent health insurance credits.

Section 4. All eligible employees who opt out of the City's group health insurance plan (medical and prescription drug coverage) for any reason other than those stated in Section 3 above, shall not be entitled to an employer contribution of unspent credits.

Section 5. All eligible employees and their spouse may receive the maximum wellness credit that can be earned and that is \$2,500 for an employee and \$1,000 for a spouse.

Section 6. For all employees who subsequently become eligible for coverage under the City's group health insurance plan because of initial employment or a qualifying event (i.e., change in family status), and is timely enrolled under the Plan or opts out of the Plan, shall be governed under the same procedures described in Sections 1-4 above, except any benefits shall be applied on a pro-rata basis.

Section 7. Except as provided under the applicable plan document covering any benefit plan, or HIPAA's special enrollment rights or the United States Internal Revenue Code, or any other applicable federal or state law or regulation, or any participant in the City's group

health plan as described in Section 2 or any employee who has opted out of the plan as described in Sections 3 or 4 above, shall be precluded from making any changes to pre-tax elections (HSA, FSA, HRA) once the plan year starts except as otherwise permitted by this Municipal Order.

Section 8. This Order shall be in full force and effect from and after the date of its adoption.

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George Bray, Mayor

ATTEST:

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Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, October 21, 2025  
Recorded by Lindsay Parish, City Clerk, October 21, 2025  
\\mo\ins policy spending credits 2026

# Benefits Guide



2026

January 1, 2026 - December 31, 2026



# WELCOME!

Your benefits are an important part of your overall compensation. We are pleased to offer a comprehensive array of valuable benefits to protect your health, your family and your way of life. This guide answers some of the basic questions you may have about your benefits.

## Benefits At-a-Glance

Coverage	Carrier
Medical	Anthem
Dental	Delta Dental
Vision	Anthem
Wellness	MuuvWell
Worker's Compensation	Company Nurse Injury Hotline
Health Savings Account (HSA)	Flores
Health Reimbursement Arrangement (HRA)	Flores
Flexible Spending Account	Flores
Group Term Life	Mutual of Omaha
Vol. Life and AD&D	Mutual of Omaha
Long-Term Disability	Mutual of Omaha
Vol. Short-Term Disability	Colonial Life
Additional Vol. Benefits	Colonial Life

## Important Changes

Each year the Company reviews our benefits program to ensure our partners provide comprehensive and affordable coverage.

## 2026 Updates At-a-Glance

You must **actively** re-enroll in all plans except for group life, voluntary life, long-term disability, and colonial, which will automatically roll over if you do not make changes.

The deductible will increase on the Investor plan to comply with IRS limits. The out-of-pocket max will increase on both medical plans to align with the deductible increase.

There is a change to the medical premium rates.

## BENEFIT ELIGIBILITY

### Who is Eligible

The following individuals are eligible to participate in the Company's benefits program:

- Active, full-time employees on the first of the month following 30 days of employment
- Your legally married spouse.
- Dependent children of the employee or the employee's spouse is the legal guardian or otherwise required by law up to age 26.
- Unmarried children aged 26 or older who are mentally or physically disabled and who rely on you for support and care.

### Dependent Information

The Administrator may require that the Employee complete a "Dependent Affidavit" and provide the Administrator and/or Employer with a copy of any legal documents.

To enroll your eligible dependents in benefits, you must provide their full legal names, Social Security Numbers, and dates of birth. Keep this information handy when making your benefit elections.

# BENEFIT ENROLLMENT

## Enrollment Periods / When Coverage Begins

### Annual Open Enrollment

Each calendar year, the Company conducts an Open Enrollment. This is the time for you to re-evaluate your needs and elect benefit options for the new plan year.

Changes made during Open Enrollment are effective January 1<sup>st</sup>.

### New Hire and Newly Eligible Employee Enrollment

Newly hired or newly eligible employees must complete their enrollment within 30 days of their date of hire.

If you enroll on time, coverage is effective on the first of the month following 30 days of employment. If you fail to enroll on time, you will not have benefits coverage (except for company-paid benefits) until you enroll during our next annual Open Enrollment period.

## When Coverage Ends / When Coverage Ends for Your Children

Medical, dental, and vision coverage for you and your family will end on the last day of the month in which your employment with the Company ends or you lose full-time eligibility status. Your HSA and all other benefits will end on your last day.

Your children are eligible for medical, dental, and vision coverage until the end of the month in which they turn 26. Life insurance will end when your child reaches age 26 unless the child is disabled and meets certain requirements.

## Cobra

If your health care coverage ends, you and your family may have coverage continuation rights under the federal law known as COBRA. If your coverage terminates, you will be notified of your COBRA rights.

## Between Enrollment Periods

Generally, once you enroll, you cannot make changes to your enrollment selections until the next Open Enrollment period. You may make changes to your benefit elections outside of the annual Open Enrollment **ONLY** if you experience a **Qualifying Life Event (QLE)**, as defined by the IRS. Benefit changes must also be consistent and made within 30 days of the QLE.

**Qualifying life events (QLEs) that may allow you to make benefit changes:**

- Change in legal marital status
  - Marriage
  - Divorce, legal separation, annulment
  - Death of your spouse
- Change in your eligibility
  - Taking or returning from a leave of absence
  - Change in work schedule or status that causes a gain or loss of eligibility
  - Change in family member's eligibility
  - Change in work schedule or status that causes them to gain or lose eligibility
- Change in the number of eligible children
  - Birth, adoption, or death of a child
  - Child gains or loses eligibility for coverage under the plan
- They gain a benefit option or lose coverage
  - New coverage choices made during their employer's annual enrollment
  - You or your family member's COBRA coverage from another employer expires
  - You or your family member becomes eligible for or loses Medicare or Medicaid
  - You or your family member loses coverage under a government's or educational institution's plan



Scan this code to watch a video about QLEs.

# MEDICAL COVERAGE

## PPO: Elite

The Preferred Provider Organization (PPO) plan, provided through **Anthem**, gives you the freedom to seek care from any provider of your choice. However, you will maximize your benefits and lower your out-of-pocket costs if you choose a provider who participates in the network.

A PPO plan relies on a network of health care clinics, hospitals, and professionals who have agreed to provide their services at discounted rates. These preferred providers are considered “in-network.” In general, you will pay less for in-network services than you would were you to seek care outside the network.

### How You Pay for Services

- You pay the full cost of non-preventive health care services and prescription drugs until you meet the annual deductible. The deductible is waived for in-network routine preventive care services and medications on the preventive drug list.
- The HDHP includes copays for prescription drugs only. You must meet the annual deductible before prescription copays apply.
- Once you meet the annual deductible, you pay a percentage of your health care expenses (coinsurance), and the plan pays the rest.
- Once your deductible and coinsurance add up to the out-of-pocket maximum, this plan pays the full cost of all qualified health care services for the rest of the year.

## HDHP + HSA: Investor

The HDHP + HSA (High-Deductible Health Plan + Health Savings Account), provided through **Anthem**, is an insurance plan that typically offers lower premiums and higher deductibles. The highlight of this plan is that it allows you to open an HSA, which is a tax-advantaged personal savings account that lets you save pre-tax dollars to pay for any qualified health-related expenses (state taxation rules may apply). This includes most medical care and services, prescriptions, dental, vision, and expenses related to meeting the plan’s deductible. For a complete list of qualified health-related expenses, visit [Publication 502](#).

**For more information on the HSA, see page 7 in this benefit guide.**

Individuals with HDHPs normally pay a lower amount each month but pay more on their yearly medical expenses before their insurance policy begins paying. You can visit any doctor, hospital or other health care provider you want, with greater cost savings in-network.

### How You Pay for Services

- You pay a flat dollar amount—or copay—for covered health care treatments and services, such as doctor’s office visits and prescription drugs.
- Once you satisfy your annual deductible, you will pay a percentage—or coinsurance—of the cost of the visit, and the plan will cover the rest.
- Once you hit your annual out-of-pocket maximum, the plan will cover 100% of the cost of covered services for the rest of the year.



Scan this code to watch video about comparing medical plan types.

# MEDICAL COVERAGE

Following is a high-level overview of your medical plan options. For complete coverage details, please refer to the Summary Plan Description (SPD). This can be found on the City of Paducah Intranet. Select “Human Resources”, then choose “Health Plan Information” to locate the document. **Note:** The deductibles and out-of-pocket maximums are per plan year. Premiums can be found on page 23.

Key Benefits	Investor Plan Group #W29698		Elite Plan Group #W29698	
	In-Network	Out-of-Network <sup>1</sup>	In-Network	Out-of-Network <sup>1</sup>
<b>Lifetime Maximum</b>	Unlimited		Unlimited	
<b>Deductible<sup>2</sup></b> (Individual/Family)	\$3,400 / \$6,600		\$1,500 / \$3,000	\$3,000 / \$6,000
<b>Out-of-Pocket Max</b> (Individual/Family)	\$3,400 / \$6,600	\$6,600 / \$13,200	\$3,400 / \$6,600	\$6,600 / \$13,200
<b>Office Visits</b> (physician/specialist)	0%* / 0%*	30%* / 30%*	20%* / 20%*	50%*
<b>Routine Preventive Care</b>	No Charge	30%*	No Charge	50%*
<b>Diagnostics</b> (lab/X-ray)	0%*	30%*	20%*	50%*
<b>Complex Imaging</b>	0%*	30%*	20%*	20%*
<b>Ambulance</b>	0%*	Covered as In-network	20%*	Covered as In-Network
<b>Emergency Room</b>	0%*	Covered as In-network	20%*	Covered as In-Network
<b>Urgent Care Facility</b>	0%*	30%*	20%*	50%*
<b>Inpatient Hospital Stay</b>	0%*	30%*	20%*	20%*
<b>Outpatient Surgery</b>	0%*	30%*	20%*	20%*
<b>Retail Drugs (30 Day Supply)</b>	0%*	30%*	\$15 / \$35 / \$55 / 25% up to \$150	50%, min \$55
<b>Mail Order Drugs (90 Day Supply)</b>	0%*	Not Covered	\$45 / \$105 / \$165 / 25% up \$150	Not Covered


Coinsurance percentages and copay amounts shown in the above chart represent what the member is responsible for paying.

**\*Benefits with an asterisk ( \* ) require that the deductible be met before the Plan begins to pay.**

1. If you use an out-of-network provider, you will be responsible for any charges above the maximum allowed amount.
2. The single deductible does apply to family coverage. Network and Non-Network deductibles are combined.
3. The deductible is embedded. This means that once a family member meets their individual deductible, the plan will begin to pay coinsurance for that family member.
4. The out-of-pocket maximum is embedded. This means that, once an individual family member meets their out-of-pocket maximum, that individual's expenses are covered at 100%.

City of Paducah's health plans are considered affordable as defined by the Affordable Care Act by meeting the minimum essential value (the plan covers 60% or more of the total allowed costs) and the employee does not pay more than 9.61% of the Employee Only coverage premium (based on income with City of Paducah).

Register with **Anthem.com** or the **Sydney mobile app** to be able to view your claims, find local providers, prescription drug cost comparisons, compare the costs of procedures at local providers, and much more.



**Scan this code to watch a video about choosing a provider.**



# DENTAL COVERAGE

## Dental Plan

The dental Preferred Provider Organization (PPO) plan, provided through **Delta Dental of KY**, offers you the freedom and flexibility to use the dentist of your choice. However, you will maximize your benefits and lower your out-of-pocket costs if you choose a dentist who participates in the Delta Dental network.

The following is a high-level overview of your dental plan option. For complete coverage details, please refer to the Summary Plan Description (SPD). **Note:** The deductible and annual benefit maximum is per plan year

Key Benefits Group #: 692290	PPO Plan
	In-Network
Deductible (Individual/Family)	\$25 / \$75
Annual Benefit Maximum (per person)	\$2,000
Preventive Services	Covered at 100%
Basic Services	Covered at 80%
Major Services	Covered at 50%
Orthodontic Services (covered dependents under age 23)	Covered at 50% \$1,000 Lifetime Max

# VISION COVERAGE

## Vision Plan

Your eyesight is an integral part of your overall health and a key component of safety. This plan, provided through **Anthem** gives you the freedom to seek care from the provider of your choice. However, you will maximize your benefits and lower your out-of-pocket costs if you choose a provider who participates in the Anthem network. If you decide to use an out-of-network provider, you will pay the provider in full at the time of your appointment and submit a claim form for reimbursement up to the amount allowed by the plan.

Following is a high-level overview of your vision plan options. For complete coverage details, please refer to the Summary Plan Description (SPD).

Key Benefits Group #: 00210630	Frequency	Blue View Option 25	
		In-Network	Non-Network
Exam	12 Months	\$10 Copay	Up to \$42
Frames	24 Months	Up to \$130 retail value	Up to \$45
Lenses	Standard Plastic lenses up to 55mm		
Single Vision	12 Months	\$10 Copay	Up to \$40
Bifocal			Up to \$60
Trifocal			Up to \$80
Additional Lense Options	Cost for update in addition to copay		
UV Coating	12 Months	\$15	Not Available
Tint (Solid and Gradient)		\$15	
Standard Scratch Resistance		\$15	
Standard Polycarbonate		\$40	
Standard Progressive (add-on to bifocal cost)		\$65	
Standard Anti-Reflective Coating		\$45	
Other Add-Ons and Services		20% off retail	
Contact Lenses		in lieu of glasses	
Medically Necessary	12 Months	\$0	Up to \$210
Elective		Up to \$130 retail value	Up to \$105

# HEALTH SAVINGS ACCOUNT (HSA)

The *Investor Plan* features an HSA provided through Flores. The HSA lets you set aside pre-tax dollars to help offset your annual deductible and pay for qualified health care expenses.

## How the HSA Works

- You contribute pre-tax dollars through automatic payroll deductions or make after-tax contributions that are deductible when you file your taxes.
- You may change your contributions at any time throughout the year.
- You can withdraw HSA funds tax-free to pay for current qualified health care expenses or save them for the future, also tax-free.
- Unused funds roll over from year to year and are yours to keep, even if you change medical plans or leave your employer.


## Contribution Limits

Coverage Tier	2025	2026
Individual	\$4,300	\$4,400
Family	\$8,550	\$8,750
Catch-up Contributions (Age 55 and older)	\$1,000	\$1,000

1. You must be enrolled in an IRS-qualified high-deductible health plan to contribute to an HSA.



Scan this code to watch a video about HSA limits.



Scan this code to watch a video about how an HSA works.



## Key Features of the HSA

### Triple-Tax Advantage

You contribute funds pre-tax through convenient payroll deductions. This means the money comes out of your paycheck before income tax is calculated. So, you get to keep a bigger portion of your paycheck.

HSA funds grow tax-free, and unused funds roll over from year to year. So, the more you save, the more your account will grow—just like a bank savings account.

If you need to use your HSA funds, you can withdraw them tax-free to pay for qualified health care expenses now and in the future—even in retirement.

### Control

You own and control the money in your HSA. You decide how or whether you want to spend it. You can use it to pay for doctor's visits, prescriptions, braces, glasses—even laser vision correction surgery.

### Investment Opportunities

Once you reach and maintain a minimum threshold, you can make investments to help your money grow tax-free.

### Savings Potential

Your HSA is like a "health care 401(k)." There is no "use it or lose it" rule. Your account grows over time as you continue to roll over unused dollars from year to year.

### Portability

Your HSA is yours for life. The money is yours to spend or save, even if you change health plans,<sup>1</sup> retire or leave the organization.

## Qualified Health Care Expenses

- Qualified medical, dental, and vision expenses not covered by the plans, as defined by the IRS in [Publication 502](#)
- COBRA premiums
- Qualified long-term care insurance and expenses
- Health insurance premiums when receiving unemployment compensation
- Medicare and retiree health insurance premiums (not Medicare Supplement premiums)
- Medigap insurance premiums

## Important Notes

You must meet certain eligibility requirements to have an HSA: You a) must be at least 18 years old, b) must be covered under a qualified HDHP, c) must not be enrolled in Medicare, and d) cannot be claimed as a dependent on another person's tax return. For more information, please refer to IRS [Publication 969](#).

Adult children must be claimed as dependents on your tax return for their medical expenses to qualify for payment or reimbursement from your HSA.

# HEALTH REIMBURSEMENT ACCOUNT (HRA)

We provide a health reimbursement account (HRA) through **Flores** in the employee's name if (1) they waive health insurance due to enrollment in another group health plan, Medicare, Medicaid, Champus, or Tricare or (2) they are enrolled in the Investor health plan AND Medicare.



An HRA is an employer-funded account from which you are reimbursed tax-free for qualified medical expenses, up to a fixed dollar amount per year. The Company funds and owns the arrangement.

## How the HRA Works

- When you enroll in the HRA, the Company contributes to your account based on the coverage level you elect.
- You may use these funds to pay for qualified out-of-pocket health care expenses, such as doctor's visits and prescription drugs.
- When you incur a qualified health care expense, you may submit a claim for reimbursement. The Company will then reimburse you using funds from your account.
- HRA funds that are remaining at the end of the calendar year can be rolled over to the next plan year.

## HRA Contributions

- Employees hired after 1/1/2014 who elect to waive the medical plan due to enrollment in another group health plan, Medicare, Medicaid, Champus, or TriCare will receive **\$500 per year** into an HRA (pro-rated for new hires).
- Employees hired prior to 1/1/2014 who elect to waive the medical plan due to enrollment in another group health plan, Medicare, Medicaid, Champus, or Tricare will receive **\$2,850** per year into an HRA.

# FLEXIBLE SPENDING ACCOUNTS (FSAs)

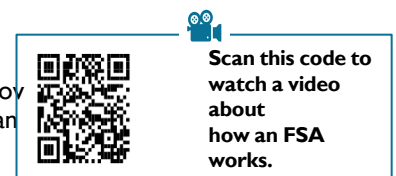
The flexible spending accounts (FSAs), provided through **Flores**, are tax-advantaged accounts that can help you cover certain qualified out-of-pocket expenses. Each account works in much the same way but has different eligibility requirements, list of qualified expenses and contribution limits. You may choose to enroll in the following accounts.

	Health Care FSA (HCFSA)	Limited-Purpose FSA (LPFSA)	Dependent Care FSA (DCFSA)
<b>Eligibility Requirements</b>	You must be benefits eligible; enrollment in an HCFSA disqualifies you from making or receiving HSA contributions	You must be benefits eligible; most employers also require enrollment in a qualified high-deductible health plan	Available to all employees
<b>Examples of Qualified Expenses</b>	<ul style="list-style-type: none"> <li>• Coinsurance</li> <li>• Copayments</li> <li>• Deductibles</li> <li>• Dental treatment</li> <li>• Eye exams/eyeglasses</li> <li>• LASIK eye surgery</li> <li>• Orthodontia</li> <li>• Prescriptions</li> </ul>	<ul style="list-style-type: none"> <li>• Dental and vision coinsurance only</li> <li>• Dental and vision deductibles only</li> <li>• Dental treatment</li> <li>• Eye exams/eyeglasses</li> <li>• LASIK eye surgery</li> <li>• Orthodontia</li> </ul>	<ul style="list-style-type: none"> <li>• Care of a dependent child under the age of 13 by babysitters, nursery schools, pre-school or daycare centers</li> <li>• Care of household members who are physically or mentally incapable of caring for themselves and who qualify as your federal tax dependent</li> </ul>
<b>Annual Contribution Limit</b>	\$3,400 (Projected limit for 2026)	\$3,400 (Projected limited for 2026)	\$7,500 per family (or \$3,750 each if you are married and file separate tax returns)

## Important FSA Rules

Because FSAs can give you a significant tax advantage, they must be administered according to specific IRS rules:

- **You must enroll each year to participate.**
- **HCFSA:** Unused funds of up to \$680 (Projected limited for 2026) from one year can carry over to the following year. Carryover funds will not count against or offset the amount that you can contribute annually.
- **LPFSA:** This type of account can be used toward eligible dental and vision expenses only.
- **DCFSA:** Unused funds will NOT be returned to you or carried over to the following year.



# UNDERSTANDING HEALTH SPENDING ACCOUNTS

Question	HSA	HRA	FSA
Who can put money in this account?	Employee or Employer	Employer Only	Employee
What is the max, allowable pre-tax deposit per plan year?	Single - \$4,400 Couple/Family - \$8,750	\$2,850 (\$500 if hired after 1/1/2014)	\$3,400 (Projected limit for 2026)
Do funds earn interest?	Yes -- interest is tax-free	No	No
Which plan do I have to select to use this account?	Investor	Investor (if also enrolled in Medicare), Waiver due to enrollment in another group health plan, Medicare, Medicaid, Champus, or Tricare.	Waiver, Elite, Investor (dental & vision expenses only if contribute to an HSA)
Does money in this account rollover year to year?	Yes	Yes	Yes, up to \$680 (Projected limit for 2026)
Do I take the money with me when I go?	Yes	Yes, IF you are a 5-year vested employee you may continue to manually submit for reimbursements until your allotted funds are exhausted for 3 years from the date of term, subject to limitations and fees. No additional funds will be added. If you are not a 5-year vested employee, your money will return to the City.	No
When are the fund available for use?	Funds are available as deposited (1 <sup>ST</sup> 2 pays of month)	January 1st or when Flores makes available	
Am I able to adjust the contribution amount mid-year?	Yes	No	No
Will my card work after I terminate employment?	Yes, you retain ownership of your card	No - Your card will deactivate upon termination. You may submit receipts with in 90 days of termination, but dates of service must be before the end of the month in which you terminated.	

## How to Submit a Claim with Flores

1. Flores Web Portal: You can scan your claim and upload it securely to [www.flores247.com](http://www.flores247.com) or complete your claim details online.
2. Flores Mobile Smartphone App: Use your phone's camera to take a picture of your documentation and upload it.
3. Mail Claims: Claims Processing PO Box 31397 Charlotte, NC 28231. \*Please keep in mind, certified mail will need to be sent to 1218 South Church St Charlotte, NC 28203.
4. Fax Claims: 704-335-0818 or 800-726-9982

All receipts for reimbursement must include:


- Date of Service
- Description of Service
- Out-of-Pocket Cost
- Provider Name
- Patient Name



# LIFE INSURANCE



Life insurance, provided through **Mutual of Omaha**, provides your named beneficiaries with a benefit following your death, while accidental death and dismemberment (AD&D) insurance provides a benefit to you following a covered accident that leads to dismemberment (such as the loss of a hand, foot or eye). Should your death occur due to a covered accident, both the life benefit and the AD&D benefit would be payable.



**Scan this code to watch a video about how life insurance works.**

## Group Term Life (employer-paid)

Coverage Group	Benefit Amount	In Line of Duty
<b>AFCSME</b>	\$15,000	\$ -
<b>Fire</b>	\$15,000	\$50,000
<b>Gen. Government</b>	\$12,500	\$ -
<b>Police</b>	\$12,500	\$50,000

Upon retirement, coverage may continue, if so, elected by the employee, in the amount of \$4,000 for which the City will pay 50% of the total monthly premium. In no event shall the City pay more than 50% of any such premium. The benefit amount is the payment your family or beneficiary will receive if you pass away.

## Voluntary Life and AD&D (employee-paid)

If you determine you need more than the basic coverage, you may purchase additional insurance for yourself and your eligible family members. Accidental Death and Dismemberment (AD&D) volume matches the approved Life volume.

*Eligibility:* If an employee is not actively at work on the effective date, the effective date will be the date the employee returns to active work.

*Dependents:* If a dependent is confined in a hospital or similar facility on the effective date, the effective date will be the date the dependent is released from the facility.

Coverage Tier	Purchase Increments	Benefit Amount	Guaranteed Issue Amount
<b>Employee</b>	\$10,000	Min. of \$10,000; max. of 5x annual salary or \$500,000	5x annual earnings or \$150,000
<b>Spouse</b>	\$5,000	Up to 100% of EE coverage with a maximum of \$250,000	100% of elected amount, up to \$30,000
<b>Child(ren)</b>	-	\$10,000	\$10,000 as long as EE elects a minimum \$10,000 Employee Life election.

**Note:** During your initial eligibility period, you can secure coverage up to the Guaranteed Issue limits without the need for Evidence of Insurability (EOI, or information about your health). Please note that coverage amounts requiring EOI will only go into effect once the insurance carrier approves them.



Scan this code to watch a video about how disability insurance works.

# DISABILITY INSURANCE

Long-Term Disability insurance, provided through **Mutual of Omaha** provides benefits that replace part of your lost income when you cannot work due to a covered illness or injury. Long-Term Disability does not cover any disabilities caused by an occupational sickness or injury.

## Long-Term Disability

**Provided at NO COST to you through Mutual of Omaha**

<b>Monthly Benefit</b>	60% of base salary
<b>Elimination Period</b>	After 180 days of disability
<b>Duration of Benefits</b>	2 years

## Short-Term Disability

Short-Term Disability, provided by **Colonial Life**, pays you an income when off work due to covered injuries or illnesses (including maternity). If you elect this *optional* coverage benefits are payable directly to you in addition to any other employee benefits and/or insurance benefits you may be eligible for. All programs are guaranteed renewable, and you will retain payroll rates upon leaving or retiring from the company.

Below are sample rates with a 0/7-day elimination for covered injury/illness and payable for up to 6 months. Other benefit amounts are available for employees to choose from!

**Provided at an affordable group rate from Colonial Life.**

<b>Monthly Benefit</b>	\$400 up to 60% of base salary
<b>Elimination Period</b>	0 days (injury) / 7 days (illness)
<b>Duration of Benefits</b>	6 months or until doctors approves return

### Rates for 24 Pay Periods

6 Months (0/7)	\$500/Mo.	\$1,000/Mo.	\$1,500/Mo.	\$2,000/Mo.
17-49	\$6.98	\$13.95	\$20.93	\$27.90
50-64	\$9.58	\$19.15	\$28.73	\$38.30
65-74	\$12.48	\$24.95	\$37.43	\$49.90

Disability is a Guarantee Issue (no health questions). Pre-existing conditions are waived for employees currently enrolled in the disability with Aflac. All new participants will have to meet a 12-month pre-existing condition.

# VOLUNTARY BENEFITS

If you have elected these optional coverages...All benefits are paid directly to you, providing a source of cash income at a time when it is needed most. All programs are guaranteed renewable, and you will retain payroll rates upon leaving or retiring from the company.

## Accident Insurance

Accident insurance, provided through **Colonial Life**, can soften the financial impact of an accidental injury by paying a benefit to you to help cover the unexpected out-of-pocket costs related to treating your injuries.

Accident insurance pays a fixed cash benefit directly to you when you have a covered accident-related injury, like a sprain or bone fracture. Examples of covered expenses include:

- Doctor's office visits
- Diagnostic exams
- Broken leg rehab treatment
- Physical therapy sessions

This plan is a Guarantee Issue - No health questions! A \$75 annual screening benefit is also paid for tests such as mammograms, pap smears, cholesterol, and blood sugar. Premier hospital confinement benefits will be included too!

## Cancer Plan

The cancer indemnity plan, provided through **Colonial Life**, pays a flat dollar amount to you when a covered person is diagnosed with internal cancer. The plan also includes a cancer screening wellness benefit. Other benefits include payments made directly to you for:

- Hospital confinement
- Immunotherapy
- Medical imaging
- Transportation
- Radiation
- Lodging
- Chemotherapy

Additionally, the plan includes a \$8,000 lump sum initial diagnosis benefit to help with your up-front expenses to keep you from depleting your savings. See brochure for details!

## Wellness Benefit

Your supplemental health plan(s) comes with a \$100 annual wellness incentive benefit that offsets the cost. The annual screening benefit is paid for cancer pre-screening tests like mammograms, pap smears, prostate exams, and colonoscopies. This benefit is paid to each covered person who completes at least one covered wellness visit or preventive care service.

### Rates for 24 Pay Periods

Employee	\$10.33
Employee + Spouse	\$16.87
Employee + Children	\$22.34
Family	\$29.00



Scan this code to watch a video about how an accident plan works.

### Rates for 24 Pay Periods

Employee	\$13.95
Employee + Spouse	\$24.10
Employee + Children	\$13.95
Family	\$24.10



Scan this code to watch a video about how a cancer plan works.



# VOLUNTARY BENEFITS

## Critical Illness Insurance

With critical illness insurance provided through **Colonial Life**, you are provided a fixed, lump-sum cash benefit of up to \$75,000 directly to you when you or a covered dependent are diagnosed with a covered health condition such as a heart attack, stroke, major organ failure, coma, blindness, occupational infectious HIV/Hepatitis B, C, or D, permanent paralysis due to covered accident or end-stage renal failure. You can use this benefit however you like, including to help pay for:

- Increased living expenses
- Travel expenses
- Prescriptions
- Treatments

Guarantee Issue up to \$35,000— health questions waived! A \$50 annual screening benefit is also paid for tests such as mammograms, pap smears, PSA, cholesterol, and blood sugar.

Note: Spouse and child coverage is 50% of employee coverage.

Rates for 24 Pay Periods based off \$20,000 Benefit (Non-Tobacco)											
Age	17-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74
EE / EE + Children	\$2.36	\$2.96	\$3.86	\$5.56	\$7.36	\$9.76	\$12.66	\$15.66	\$19.86	\$21.66	\$25.96
EE + SP / Family	\$3.60	\$4.40	\$5.80	\$8.20	\$10.90	\$15.00	\$19.60	\$24.10	\$30.80	\$33.40	\$40.10

Rates for 24 Pay Periods based off \$20,000 Benefit (Tobacco)											
Age	17-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74
EE / EE + Children	\$3.36	\$4.36	\$6.16	\$8.96	\$12.16	\$16.76	\$21.86	\$27.16	\$34.96	\$37.96	\$45.76
EE + SP / Family	\$4.90	\$6.40	\$9.00	\$13.40	\$18.20	\$25.60	\$33.90	\$42.00	\$53.90	\$58.60	\$70.80

## Medical Bridge: HSA Plan (Investor)

Provided through, **Colonial Life**, a Medical Bridge plan pays a lump sum payment of \$1,000/year to help with deductibles or other out of pocket expenses when hospitalized.

## Medical Bridge: PPO Plan (Elite)

Provided through, **Colonial Life**, a Medical Bridge plan pays a lump sum payment of \$1,000 to help with deductibles or other out of pocket expenses when hospitalized once per year or up to \$500 or \$1,000 when having an outpatient surgery. In addition, a diagnostic imaging benefit is payable up to \$500 per year. **NOTE:** This option not available to employees currently enrolled in an H.S.A medical plan.

Rates for 24 Pay Periods (Investor)				
Age	17-49	50-59	60-64	65-75
Employee	\$5.67	\$7.72	\$10.78	\$16.88
Employee + Spouse	\$10.60	\$15.44	\$22.21	\$34.56
Employee + Children	\$8.42	\$10.44	\$13.50	\$19.62
Family	\$13.35	\$18.16	\$24.96	\$37.29

Rates for 24 Pay Periods (Elite)				
Age	17-49	50-59	60-64	65-75
Employee	\$11.23	\$15.82	\$20.10	\$27.05
Employee + Spouse	\$21.04	\$31.14	\$40.75	\$55.11
Employee + Children	\$17.04	\$21.60	\$25.90	\$32.80
Family	\$26.85	\$36.93	\$46.56	\$60.84

# EMPLOYEE ASSISTANCE PROGRAM (EAP)

Life isn't always easy. Sometimes a personal or professional issue can affect your work, health, and general well-being. During these tough times, it's important to have someone to talk with to let you know you're not alone. With Mutual of Omaha's Employee Assistance Program, you can get the help you need so you spend less time worrying about the challenges in your life and can get back to being the productive worker your employer counts on to get the job done.

Learn more about the Employee Assistance Program services available to you. The Employee Assistance Program (EAP) is provided at NO COST to you through **Mutual of Omaha**.



## EAP Benefits

Feature	
Employee Family Clinical Services	<ul style="list-style-type: none"> <li>An in-house team of Master's level EAP professionals who are available 24/7/365 to provide individual assessments</li> <li>Outstanding customer service from a team dedicated to ongoing training and education in employee assistance matters</li> <li>Access to subject matter experts in the field of EAP service delivery</li> </ul>
Counseling Options	<ul style="list-style-type: none"> <li>Six sessions per year (per household) conducted by either face-to-face* counseling or video telehealth via a secure, HIPAA compliant portal</li> </ul>
Exclusive Provider Network	<ul style="list-style-type: none"> <li>National network of more than 10,000 licensed clinical providers</li> <li>Network continually expanding to meet customer needs</li> <li>Flexibility to meet individual client/member needs</li> </ul>
Access	<ul style="list-style-type: none"> <li>1-800 hotline with direct access to a Master's level EAP professional</li> <li>24/7/365 services available</li> <li>Telephone support available in more than 120 languages</li> <li>Online submission form available for EAP service requests</li> <li>EAP professionals will help members develop a plan and identify resources to meet their individual needs</li> </ul>
Employee Family Legal Services	<ul style="list-style-type: none"> <li>Valuable resources – legal libraries, tools and forms – available on EAP website</li> <li>A counseling session may be substituted for one legal consultation (up to 30 minutes) with an attorney</li> <li>25% discount for ongoing legal services for same issue</li> </ul>
Employee Family Work/Life Services	<ul style="list-style-type: none"> <li>Inclusive financial platform powered by Enrich that includes financial assessment tools, personalized courses, articles and resources, and ongoing progress reports to help members monitor their financial health</li> <li>A counseling session may be substituted for one financial consultation (up to 30 minutes) with an attorney</li> <li>25% discount for ongoing financial services for the same issue</li> </ul>
Employee Family Financial Services	<ul style="list-style-type: none"> <li>Child care resources and referrals</li> <li>Elder care resources and referrals</li> </ul>
Online Services	<ul style="list-style-type: none"> <li>An inclusive website with resources and links for additional assistance, including:                             <ul style="list-style-type: none"> <li>Current events and resources</li> <li>Family and relationships</li> <li>Emotional well-being</li> <li>Financial wellness</li> <li>Substance abuse and addiction</li> <li>Legal assistance</li> <li>Physical well-being</li> <li>Work and career</li> </ul> </li> <li>Bilingual article library</li> </ul>
Employee Communication	<ul style="list-style-type: none"> <li>All materials available in English and Spanish</li> </ul>
Eligibility	<ul style="list-style-type: none"> <li>Full-time employees and their immediate family members; including the employee, spouse and dependent children (unmarried and under 26) who reside with the employee</li> </ul>
Coordination with Health Plan(s)	<ul style="list-style-type: none"> <li>EAP professionals will coordinate services with treatment resources/providers within the employee's health insurance network to provide counseling services covered by health insurance benefits, whenever possible</li> </ul>

**WE ARE HERE FOR YOU**  
[mutualofomaha.com/eap](https://mutualofomaha.com/eap)  
 or call us: 1-800-316-2796



Scan this code to watch a video about how an EAP works.

# SAFETY & WORKERS' COMPENSATION

## Safety

The City of Paducah provides a safe and healthy workplace for its employees. You must report all unsafe conditions or acts to your supervisor. You are expected to work safely, wear the required safety equipment and apparel, observe all safety rules, and keep your work area or vehicle neat and clean. All vehicle accidents, work-related injuries or illnesses, and property damage incidents must be reported to your supervisor immediately.

## Worker's Compensation

If you are unable to work because of a job-related injury, you may be eligible for income and medical benefits as prescribed by Kentucky Workers' Compensation laws. Workers' Compensation income benefits work in conjunction with your accrued sick pay and FMLA depending on the length of the absence.

If you sustain a job-related injury or illness, report it to your supervisor immediately. Failure to report the injury immediately may delay benefits and could cause denial of your claim.

1. Injured worker notifies supervisor.
2. Supervisor/Injured worker immediately calls the injury hotline.
3. **Company Nurse Injury Hotline** gathers information over the phone and helps injured workers access appropriate medical treatment.

# MEDICARE

All benefits are provided to eligible employees, including those choosing to waive any or all plans, in a manner consistent with requirements of the plan specifications, plan documents, cafeteria plan requirements, and are in no way intended as an incentive or inducement for any individuals to seek coverage through Medicare or other government programs. Eligible members who waive coverage do so as a voluntary directive and are treated in the same manner as any otherwise eligible plan member.

You may qualify for automatic enrollment in Medicare Part A (Hospital Insurance) and Medicare Part B (Medical Insurance) if one of the following applies:

- You already receive social security benefits
- You are under age 65 and have a disability
- You have ALS (Lou Gehrig's disease)

If you are someone who is automatically enrolled in Part A and Part B, your red, white, and blue Medicare card will arrive in the mail three months prior to your 65th birthday or your 25th month of disability.

If you are not automatically enrolled, you can sign up for Part A and Part B three months prior to your 65th birthday. If you continue to work and do not need Part B, you can sign up for Part B after you decide to retire from your current employment by

- Applying online at Social Security, [www.socialsecurity.gov/applyonline](http://www.socialsecurity.gov/applyonline).
- Visiting your local Social Security office.
- Calling Social Security at 1-800-772-1213.

If interested in a Medicare Supplement and/or a Part D drug card, you may contact HUB International at 800-499-8621. You must have received your Medicare card before a Supplement or drug card can be requested.

# RETIREMENT

The City participates in the County Employees Retirement System (CERS) under the Kentucky Retirement System (KRS). Eligible employees are enrolled in the CERS program effective with their date of hire. Both retirement and disability benefits are available through the CERS program. KRS sets the amount of contributions to be made by employees and employers. To contact KRS call (800) 928-4646 or go online to <https://kyret.ky.gov>. Cost calculations and retirement estimates can be performed online at <https://myretirement.ky.gov>

# TIME OFF

## Vacation

Full-time City employees begin accruing vacation time from their date of hire. Employees may accumulate up to a maximum of 50 days of vacation at any one time. Vacation time may be taken after 6 months of employment. NOTE: Vacation accrual may differ for employees who are members of one of the City's three unions (FOP, IAFF, AFSCME).

## Sick Time

In the event of personal illness, the City offers a generous sick pay plan. Full-time City employees begin accruing sick time from their date of hire. The accrual of sick time depends on one of two options chosen by the employee at the time of hire.

- Option A\* - eligible employees may accrue sick time up to a maximum of 242 days.
- Option B - eligible employees may accrue sick time up to a maximum of 150 days.

Unused sick time can benefit the employee at the time of their retirement with the City. Option A offers retirement credit for unused sick time, while Option B offers a cash incentive.

\* According to KRS changes, employees with an original participation date of 01/01/2014 or later will no longer have this option.

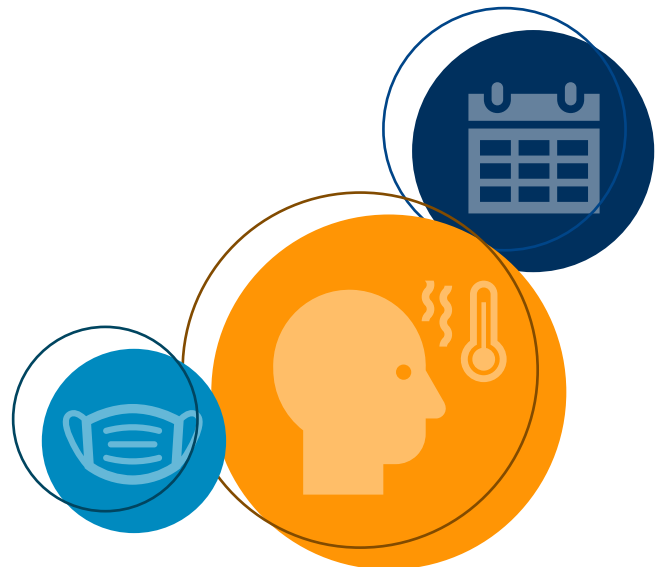
## Holidays

The City recognizes the following holidays:

- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve Day
- One Personal Day

## Bereavement

Employees who experience a death in their immediate family may take up to 3 days of paid bereavement leave. Eligibility for bereavement leave begins the day of death and ends the day after the funeral. For this purpose, "immediate family" means spouse, parent, spouse's parent, child (natural, adopted, step or foster), grandparents, grandparent-in-law, grandchild, sister, brother, sister-in-law, and brother-in-law.



# EMERGENCY TRANSPORT

## AirMedCare Network

The City of Paducah is pleased to offer access to AirMedCare Network. Members and their entire household are guaranteed no out-of-pocket cost when transported by an AirMedCare Network provider.

Employee Paid Benefit	
Cost Per Household Per Year	\$70.00



## AirMedCare Network

38 states | 320+ bases | 3-million+ members

An AirMedCare Network Membership covers your entire household and guarantees NO out-of-pocket costs, only when transported by an AMCN provider.

When seconds count™, you can count on your local Air Evac Lifeteam medical professionals.

**For information on AMCN Membership, contact your local Membership Sales Manager:**

Pam Truitt  
Pamela.Truitt@gmr.net  
(270) 969-1950  
amcnrep.com/Pamela-Truitt

*Dispatch decisions are made by emergency medical personnel; membership does not guarantee transport by an AMCN provider.*



**A Global Medical Response Solution**

# Breathe *easy* about *money* again.



Say hello to SmartDollar, your free financial wellness benefit! Ditch money stress and learn to spend less, save more, and get rid of debt—for good.

## You'll learn how to:

- Handle financial emergencies
- Eliminate debt
- Change spending habits
- Tackle money anxiety



## Stay on track with access to:

- EveryDollar, a budgeting app
- Financial coaching to help you set goals
- Educational videos, articles and audio lessons

Create your **free** SmartDollar account in two steps:

1. Go online to [smardollar.com/start](https://smardollar.com/start) or scan this QR code.



2. Enter the keyword **cityofpaducah6379**

# WELLNESS: MUUVWELL

The City of Paducah cares about the health and well-being of our employees and remains committed to supporting wellness. In addition, invitations will be extended to covered individuals, from a health care professional based on claims data that matches preventative programs that the City will offer to assist its members in 2026. If invited, health plan members can meet with a health professional to develop an individualized wellness plan. For complete MuuVwell Program details, see your City of Paducah Wellness Manual. The following is only a highlight of the wellness program.

The City's health insurance plan pays 100% for each covered individual to have an annual routine physical. This physical is not subject to the "year and a day rule" that many doctor's offices are accustomed to, our covered employees receive one paid physical per plan year.

**All documents for the wellness program should be sent to:**  
[info@muuwell.com](mailto:info@muuwell.com)

## What to Expect

When you win, we win. MuuVWell delivers personalized health coaching, engaging wellness content and simple programs that help you become the best version of yourself. We will be alongside to celebrate every step of your journey.

### Health and Wellness Challenges

Be the hero of your story by participating in fun wellness challenges.

### I-on-I Coaching with MuuVWell coaches

Let us know your goals and we will serve as your guide to get you there!

### Earn Rewards

Be rewarded for activities completed. The higher you climb, the greater the reward.

### MuuVWell App Access

Engaging content, data tracking, and a library of fun routines.

## What you Get

As a member of MuuVWell you have access to a team of wellness professionals dedicated to your success.

- Physical Therapists
- Dietitians
- Health Care Providers
- Personal Trainers

## Getting Started

How to start your journey:

1. Search and download "MuuVWell by HealthWorks" app, or visit [muuwell.com](http://muuwell.com)
2. Login
  1. Username: email address as provided to employer
  2. Password: Temporary password provided
3. Change your password by logging in, navigating to settings, entering your new password, and hitting "update".

## How you use telehealth

- Monday through Friday 8:00 AM-5:00 PM.
- Used for acute injury and illness (seasonal allergies, colds, sore throat, fever etc.).
- To initiate a visit, call 270-408-9355.
- Let receptionist know your medical need and which company you are with.

## How you log on

- Mobile Login:
  - Open the "MWell" app icon on your Android or iOS smart device and enter your email and password.
- Web Login:
  - Visit [www.muuwell.com](http://www.muuwell.com) and enter your company email and password.

# WELLNESS: MUUVWELL

## MuuvWell Approved Activities

- Complete 100% of 1 month of the Strive For Five Program = **1 approved activity**
- Complete 2 virtual one-on-one sessions with your head coach, dietitian, or physical therapist = **1 approved activity**
- Maximum = 4 activities/year

## Resources

- Download, login, reach out
- **MuuvWell app download:** Scan code or search "MuuvWell by HealthWorks"
  - **Web login:** [www.MuuvWell.com](http://www.MuuvWell.com)
  - **Telehealth visits:** 270-408-9355
  - **Activity Submissions & Questions:** [info@muuvwell.com](mailto:info@muuvwell.com)

## PATH Program

Members with a diagnosis of hypertension, diabetes, and/or hyperlipidemia are invited to participate. Completion of this program can replace as many as 4 approved activities. To receive the benefit, members must accrue a minimum of 20 points (Slope status) during the current wellness year. Please refer to page 3 of the City of Paducah Wellness Guide for more incentive information.

### Point Opportunities

- Message your coach: 1 Pt/Month
- I-on-I visits (virtual, telephone, in-person): 5 Pts/Visit
- 50% completion of Strive for Five Program: 1 Pt/Month

### Making the climb

Messaging your coach, completing Strive for Five programs and performing one-on-one visits is how you reach Slope status. Please see the example below:

- ✓ Message to your coach monthly for 4 months (4 points)
  - ✓ Complete 2 one-on-one visits (10 points) Complete 6 Strive
  - ✓ for Five programs (6 points)
- 20 POINTS**

**MUUVWELL**®



# RESOURCES

# CITY ALLOCATION

The City shares the cost of medical, prescription drug, dental, and vision coverage with City employees by contributing for the plan year 2026, \$10,470/year per employee. If an employee elects to have coverage under another group health plan, Medicare, Medicaid, Champus, or Tricare, and can show proof of credible coverage, the employee will receive a contribution of \$2,850 into a Health Reimbursement Account (HRA). New participants to the waiver credit with a hire date after 1/1/2014 are subject to a \$500 maximum employer contribution (prorated for new hires). Employees enrolled in individual health plans are not eligible for the waiver credit due to Affordable Care Act restrictions.

## Allocation Example for someone with Employee Only Investor Plan (Annual)

	Allocation	Maximum Available Wellness Credit	Insurance Premium for Employee Only Investor Plan	Net (Available for HSA)
Annual	\$10,470	\$2,250	\$11,246.40	\$1,473.60
Monthly	\$872.50	\$187.50	\$937.20	\$122.80

### Benefits Allocation Worksheet

**City Allocation:** \_\_\_\_\_

**Earned Wellness Credit:** \_\_\_\_\_

**TOTAL CREDITS:** \_\_\_\_\_

**Medical Premium (see page 23):** \_\_\_\_\_

**Dental Premium (see page 23):** \_\_\_\_\_

**Vision Premium (see page 23):** \_\_\_\_\_

**TOTAL DEDUCTIONS:** \_\_\_\_\_

**CREDITS LESS DEDUCTIONS:** \_\_\_\_\_

**Net to be contributed into HSA/FSA**

# PLAN CONTRIBUTIONS

Your contributions toward the cost of benefits are automatically deducted from your paycheck. The amount will depend on the plan you select and if you choose to cover eligible family members.

## Medical

Coverage: Investor Plan	Monthly / Annual Contributions		
	Monthly	Annual	Monthly Premium after City Allocation
Employee Only	\$937.00	\$11,244.00	\$64.50
Employee + Spouse	\$1,162.50	\$13,950.00	\$290.00
Employee + Child(ren)	\$990.00	\$11,880.00	\$117.50
Employee + Family	\$1,341.50	\$16,098.00	\$469.00

Coverage: Elite Plan	Monthly / Annual Contributions		
	Monthly	Annual	Monthly Premium after City Allocation
Employee Only	\$1,027.00	\$12,324.00	\$154.50
Employee + Spouse	\$1,366.75	\$16,401.00	\$494.00
Employee + Child(ren)	\$1,168.75	\$14,025.00	\$296.00
Employee + Family	\$1,582.75	\$18,993.00	\$710.00

## Dental

Coverage	Monthly Contributions
Employee Only	\$27.26
Employee + Spouse	\$55.63
Employee + Child(ren)	\$58.18
Employee + Family	\$94.66

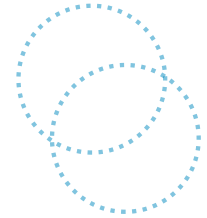
## Vision

Coverage	Monthly Contributions
Employee Only	\$6.97
Employee + Spouse	\$12.20
Employee + Child(ren)	\$13.26
Employee + Family	\$20.24



Scan this code to watch a video about benefit terms.

# WELLNESS INCENTIVE WORKSHEET



Use the worksheet to assist in figuring you total possible incentive to earn towards next years premiums.

## EMPLOYEE MAX INCENTIVE: \$2,250

<b>ANNUAL PHYSICAL + BIOMETRIC SCREENING</b>		<input type="checkbox"/> COMPLETED: \$250	<input type="checkbox"/> NOT COMPLETED: \$0
<b>BIOMETRIC RESULTS</b> \$200 EACH, UP TO 5			
<ul style="list-style-type: none"> <li>BMI ≤ 25</li> <li>Blood Pressure ≤ 120/80</li> <li>Blood Sugar ≤ 106</li> <li>Total Cholesterol ≤ 200</li> <li>HDL: Men ≥ 35   Women ≥ 45</li> <li>LDL ≤ 100</li> <li>Triglycerides ≤ 200</li> </ul>	<input type="checkbox"/> 1 RESULT IN RANGE (\$200) <input type="checkbox"/> 2 RESULTS IN RANGE (\$400) <input type="checkbox"/> 3 RESULTS IN RANGE (\$600) <input type="checkbox"/> 4 RESULTS IN RANGE (\$800) <input type="checkbox"/> 5 RESULTS IN RANGE (\$1,000)		
<b>NICOTINE STATUS</b>		<input type="checkbox"/> NICOTINE USER: \$0	<input type="checkbox"/> NON-NICOTINE USER: \$250
<b>APPROVED ACTIVITIES</b>		<input type="checkbox"/> 1: \$125	<input type="checkbox"/> 2: \$250 <input type="checkbox"/> 3: \$375 <input type="checkbox"/> 4: \$500 <input type="checkbox"/> 5: \$625 <input type="checkbox"/> 6: \$750
<b>HEALTHWORKS PROGRAM</b> *IF INVITED			
ENROLLED BY:		<input type="checkbox"/> 12/31: \$500	<input type="checkbox"/> 3/31: \$375 <input type="checkbox"/> 6/30: \$250 <input type="checkbox"/> 9/30: \$125
ADDITIONAL APPROVED ACTIVITIES:		<input type="checkbox"/> 1: \$125	<input type="checkbox"/> 2: \$250 <input type="checkbox"/> 3: \$375 <input type="checkbox"/> 4: \$500 <input type="checkbox"/> 5: \$625
TOTAL AMOUNT (MAX \$750): _____			
<b>TOTAL TOWARD</b>		<b>PREMIUM:</b> _____	

## SPOUSE MAX INCENTIVE: \$1,000

<b>ANNUAL PHYSICAL + BIOMETRIC SCREENING</b>		<input type="checkbox"/> COMPLETED: \$200	<input type="checkbox"/> NOT COMPLETED: \$0
<b>BIOMETRIC RESULTS</b> \$100 EACH, UP TO 5			
<ul style="list-style-type: none"> <li>BMI ≤ 25</li> <li>Blood Pressure ≤ 120/80</li> <li>Blood Sugar ≤ 106</li> <li>Total Cholesterol ≤ 200</li> <li>HDL: Men ≥ 35   Women ≥ 45</li> <li>LDL ≤ 100</li> <li>Triglycerides ≤ 200</li> </ul>	<input type="checkbox"/> 1 RESULT IN RANGE (\$100) <input type="checkbox"/> 2 RESULTS IN RANGE (\$200) <input type="checkbox"/> 3 RESULTS IN RANGE (\$300) <input type="checkbox"/> 4 RESULTS IN RANGE (\$400) <input type="checkbox"/> 5 RESULTS IN RANGE (\$500)		
<b>APPROVED ACTIVITIES</b>		<input type="checkbox"/> 1: \$50	<input type="checkbox"/> 2: \$100 <input type="checkbox"/> 3: \$150 <input type="checkbox"/> 4: \$200 <input type="checkbox"/> 5: \$250 <input type="checkbox"/> 6: \$300
<b>HEALTHWORKS PROGRAM</b> *IF INVITED			
ENROLLED BY:		<input type="checkbox"/> 12/31: \$200	<input type="checkbox"/> 3/31: \$150 <input type="checkbox"/> 6/30: \$100 <input type="checkbox"/> 9/30: \$50
ADDITIONAL APPROVED ACTIVITIES:		<input type="checkbox"/> 1: \$50	<input type="checkbox"/> 2: \$100 <input type="checkbox"/> 3: \$150 <input type="checkbox"/> 4: \$200 <input type="checkbox"/> 5: \$250
TOTAL AMOUNT (MAX \$300): _____			
<b>TOTAL TOWARD</b>		<b>PREMIUM:</b> _____	



# CHOOSING THE RIGHT HEALTH CARE PROVIDER

## Go to the Doctor's Office for:

- Annual exams and general health issues
- Cold and flu symptoms (e.g., stuffy nose, cough, fever)
- Minor aches and pains
- Vaccinations

## Go to a Retail Health Clinic for:

- Common conditions such as pink eye and strep throat
- Minor wounds, abrasions and skin conditions (e.g., rash from poison ivy)

## Go to an Urgent Care for:

- Diagnostic X-rays and laboratory tests
- Minor broken bones (e.g., fingers, toes)
- Minor infections and rashes
- Sprains, strains and cuts
- Stomach pain

## Go to the Emergency Room for:

- Chest pain, shortness of breath and other symptoms of heart attack or stroke
- Heavy bleeding
- Major broken bones (e.g., arms, legs)
- Major lacerations and burns

## Save Money Using In-Network Providers

Your insurance company develops networks by contracting with doctors, hospitals, labs, and other providers that have agreed to provide health care services to members at negotiated—or discounted—rates. You'll generally pay less out of pocket when you use providers in your plan's network, usually referred to as in-network providers.

**Bottom Line:** Use in-network providers whenever possible to get the lowest rate. To find in-network providers in your area or to find out whether your current provider is in your plan's network, visit your insurance company's website or call the number on the back of your medical ID card.



# IMPORTANT CONTACTS

Benefit	Carrier	Group Number	Phone Number	Website/Email
Medical	Anthem	W29698	(888) 650-4047 (Elite) (888) 224-4902 (Investor) *You may also use the phone number on the back of your insurance ID card	<a href="http://www.anthem.com">www.anthem.com</a>
Dental	Delta Dental	692290	(800) 955-2030	<a href="http://www.deltadentakky.com">www.deltadentakky.com</a>
Vision	Anthem	00210630	(866) 723-0515	<a href="http://www.anthem.com">www.anthem.com</a>
HSA	Flores		(800) 532-3327	<a href="http://www.flores247.com">www.flores247.com</a>
HRA	Flores			
FSA	Flores			
Group Term & AD&D / Vol. Life & AD&D / LTD	Mutual of Omaha	210630 / G000BVFL / 17391964 /	(800) 775-8805	<a href="http://www.mutualofomaha.com">www.mutualofomaha.com</a>
STD / Voluntary Benefits	Colonial Life	C8707671	(866) 215-2413	<a href="http://www.coloniallife.com">www.coloniallife.com</a>
EAP	Mutual of Omaha		(800) 316-2796	<a href="http://www.mutualofomaha.com/eap">www.mutualofomaha.com/eap</a>
Wellness	MuuvWell			Kyle Balliet: <a href="mailto:kyle@muuvwell.com">kyle@muuvwell.com</a> Tori Riley: <a href="mailto:tori@muuvwell.com">tori@muuvwell.com</a>
Retirement	Kentucky Retirement Systems (KRS)		(800) 928-4646	<a href="http://Kyret.ky.gov">Kyret.ky.gov</a>
Worker's Compensation (Claims)	Company Nurse Injury Hotline	Employer Name: Paducah City Search Code: QB267	(855) 339-1889	<a href="http://www.companynurse.com">www.companynurse.com</a>

## ANNUAL NOTICES & BENEFIT SUMMARIES

Reach out to HR for copies of these documents.

## QUESTIONS?

If you have additional questions, you may also contact your HR Department at 270 444-8540.

Disclaimer: This booklet is intended to highlight the main features of the City of Paducah employee benefit package. This booklet is intended to provide you with an overview of your employee benefits as an eligible employee of the City of Paducah. This booklet does not include all plan rules and details and should not be considered as a substitute for plan documents, summary plan descriptions, or union contract language. The terms of your benefit plans are governed by legal plan documents including insurance contracts. Should there be any inconsistencies between the booklet and the legal plan document or the rates, the plan documents will be the final authority on the benefit plan. The City of Paducah reserves the right to change a benefit/vendor/plan during the plan year. Benefits are subject to change due to changes in Federal, State, or Local laws. For more detailed plan information, please contact your Human Resources Representative.







# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Approve Strategic Health Risk Advisor & Strategic Benefit Placement Services with HUB – S. WILCOX

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

**Background Information:** The City has utilized the Health Risk Advisor services with HUB (formerly Peel & Holland) since July 1999 pertaining to issues regarding the administration, renewal, claim resolution, cost containment and bidding process of the City's health insurance plan. Staff recommends entering into a contract with HUB to continue these services for calendar year 2026. This is a 1-year contract with HUB and does not have an increase from the previous year. This fee is payable in four equal installments of \$20,475 to be billed quarterly. Authorize the Mayor to execute a contract between the City of Paducah and HUB pertaining to the administration of the City's 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:** Authorize the Mayor to execute Employee Benefits Fee for Services Agreement with HUB.

**Attachments:**

1. MO - contract – HUB (formerly Peel & Holland) Health Risk Advisor & Benefit Placement Services 2026
2. City of Paducah\_Advisory Agreement 2026

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR A STRATEGIC HEALTH RISK ADVISOR & STRATEGIC BENEFIT PLACEMENT SERVICES WITH HUB (FORMERLY PEEL & HOLLAND) FOR ADMINISTRATION OF THE CITY OF PADUCAH'S HEALTH INSURANCE IN AN AMOUNT OF \$81,900

BE IT ORDERED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. The City of Paducah hereby authorizes the Mayor to execute a contract for a Strategic Health Risk Advisor and Strategic Benefit Placement Services with HUB (formerly Peel & Holland), in the amount of \$81,900, payable in four equal installments of \$20,475 each, for administration services pertaining to the administration of the City of Paducah's health insurance.

SECTION 2. Said contract authorized in Sections 1 and 2 above will be for the 2026 calendar year.

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

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, October 21, 2025

Recorded by Lindsay Parish, City Clerk, October 21, 2025

mo\contract – HUB (formerly Peel & Holland) Health Risk Advisor & Benefit Placement Services 2026



## EMPLOYEE BENEFITS FEE FOR SERVICES AGREEMENT

THIS EMPLOYEE BENEFITS FEE FOR SERVICES AGREEMENT (this “Agreement”), dated as of January 1, 2026 (the “Commencement Date”), is hereby entered into by and between City of Paducah (the “Client”), and HUB International- Mid-South (“Hub”).

WHEREAS, the Client desires to continue to engage Hub to perform certain services with respect to certain of the Client’s employee benefits plans and related insurance coverages, if applicable; and

WHEREAS, HUB desires to perform such services for the Client, in each case in accordance with and subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Services. Hub shall perform the insurance brokerage services set forth in the scope of services attached hereto as Exhibit A (collectively, the “Services”). For the avoidance of doubt, Hub shall have no obligation pursuant to this Agreement to perform any service for or with respect to any employee benefit plan that is not identified on Exhibit A.

2. Consulting Fee.

**Quarterly Fee**- In consideration of the Services, the Client shall pay to Hub a *quarterly fee* in an amount equal to **eighteen thousand nine hundred** dollars and **zero** cents (**\$18,900.00**) (the “Consulting Fee”) and a *quarterly fee* in an amount equal to **one thousand five hundred seventy five** dollars and **zero** cents (**\$1,575.00**) (the “Data Analytics Fee”), for a *total quarterly fee* of **twenty thousand four hundred seventy five** dollars and **zero** cents (**\$20,475.00**) - The Client shall pay to Hub the Consulting Fee promptly (but in no event later than thirty (30) days) following the date of any applicable invoice Client acknowledges that the majority of Hub’s services are performed in the first six months following the Commencement Date or any annual anniversary thereof.

Therefore, Hub reserves the right to invoice the Client for six (6) months’ worth of the repeating Consulting Fee during the first month of any annual term of this Agreement.

The Client acknowledges that Hub reserves the right to reasonably adjust the Consulting Fee upon notice to the Client in the event that the nature or extent of the Services changes, including, for example, as a result of a significant change in the size of Client’s benefits-eligible workforce.

In further consideration of the Services, Hub will be paid by each applicable insurance carrier core commissions which are currently expected to be as follows:

- Dental: 10% of monthly premium
- Vision: 10% of monthly premium
- Group Term Life: 15% of monthly premium
- Vol. Life: 15% of monthly premium



- LTD: 15% of monthly premium
- Colonial: 35% of monthly premium (first year) / 3% of monthly premium (renewal)

Core commissions may increase or decrease as determined by the applicable insurance carrier.

In addition, Hub may be paid from time to time by each such carrier or agent contingent commissions, guaranteed supplemental commissions, profit sharing payments, bonuses, override commissions, or other profit-, volume- or incentive-based non-standard commissions, which commissions may or may not relate, in whole or in part, to the employee benefits plans for which the Client appoints and maintains Hub as broker of record from time to time. Hub also may be paid other commissions or fees from other third parties that may from time to time perform employee benefits-related services on behalf of the Client. The Client acknowledges that it has read Hub's "How We Get Paid" disclosure statement available at [hubinternational.com](http://hubinternational.com).

3. Independent Contractor. Hub shall perform the Services as an independent contractor. The parties intend to have an independent contractor relationship, and do not intend to have a relationship in the nature of an employer-employee, partnership, joint venture or agency.

4. Representations and Warranties. Hub represents and warrants that it has all necessary authority and approval to enter into this Agreement and that it will perform the Services in a professional manner in accordance with prevailing insurance brokerage industry standards. Except as otherwise provided for herein, all services performed pursuant to this Agreement, whether the services are performed by Hub or a third party, are performed on an "as is", "as available" basis without representation or warranty of any kind. Hub makes no express or implied representations or warranties with respect to such services, including without limitation any express or implied warranty of merchantability or fitness for a particular purpose or intended use.

5. Information Submission. The Client shall timely submit to Hub all information in the Client's control or possession that is necessary for Hub to perform the Services, and the Client is responsible for the accuracy and completeness of such information. Such information includes, but is not limited to, historical benefits plan documentation, plan census information or other information that Hub must provide to carriers, benefits vendors or other third parties for underwriting, marketing, quoting, servicing or other purposes. If Hub establishes a deadline by which the Client is required to provide certain information to Hub, the Client agrees to provide the information by that deadline, unless Hub agrees to an extension. The Client hereby consents to Hub sharing with third parties, whether engaged by Hub or the Client, information Hub receives from the Client as necessary or advisable to provide the Services or as otherwise requested by the Client. The Client shall be responsible for obtaining all individual consents and all other legally necessary consents or permissions required or advisable to disclose, process, retrieve, transmit or view the information it submits or receives in connection with Hub's performance of the Services. The Client shall be responsible for retaining for its own use information that it delivers to, or receives from, Hub and for taking other precautions the Client deems necessary in the event that such information or other materials delivered to Hub are lost or destroyed.

6. Nature of Services; Plan Operation. The Client acknowledges that the Services are not of a legal nature and that Hub will in no event give, or be required to give, any legal or tax opinion or advice,



or otherwise provide any legal or tax representation to the Client. The Client is responsible to procure its own legal or tax advice to the extent required or prudent for the Client to obtain the full benefit of the Services or otherwise. The Client acknowledges that Hub will in no event assume any responsibility or authority for or with respect to any of the following: the selection, design, funding or operation of any employee benefits plan or the compliance of any such plan with applicable plan documents or law; duties incumbent upon or required to be performed by a plan sponsor, plan administrator, fiduciary or “covered entity” under applicable law; funding claims for benefits under any employee benefits plan; or insuring or underwriting any liability to provide any benefit under any employee benefits plan. Without limiting the generality of the foregoing, the Client acknowledges that Hub is not a fiduciary with respect to any of the Client’s employee benefits plans and that Hub has no discretion with respect to the management or administration, or control or authority over any assets, of the Client’s employee benefits plans. All such discretion and control shall remain with the Client and other fiduciaries to the Client’s employee benefits plans.

7. Non-Core Functions. From time to time, Hub may perform or provide, or arrange for the performance by third parties of, services that are not directly related to the Services, including the provision to the Client of sample documents or forms, whether or not related to those employee benefits plans identified on Exhibit A (collectively, the “Non-Core Functions”). Hub performs or arranges for the Non-Core Functions, if at all, as a courtesy to the Client and does not warrant the Non-Core Functions in any regard. Without limiting the generality of Section 6, the Client acknowledges that it is the Client’s responsibility to ensure that the Non-Core Functions are performed, and that any template or sample document or form that is provided to the Client by Hub is utilized, properly and in accordance with applicable plan documents and law. The Client acknowledges and agrees that Hub shall have no liability arising out of or relating to the performance of the Non-Core Functions. Except as otherwise agreed to between the parties from time to time, Hub shall not be responsible to make payment on behalf of the Client to any third party for any of the Non-Core Functions.

8. Term and Termination. This term of this Agreement shall begin on the Commencement Date and continue in full force and effect unless earlier terminated in accordance with this Section. Either party may terminate this Agreement upon at least ninety (90) days advance written notice to the other party; provided, however, that no such termination shall be effective prior to the first annual anniversary of the Commencement Date. In the event of termination of this Agreement for any reason, Hub’s obligation to perform the Services shall terminate immediately.

9. Business Associate Agreement. In connection with the execution of this Agreement, the parties shall use good faith efforts to execute a Business Associate Agreement in substantially the same form as attached hereto as Exhibit B, unless (a) as of the Commencement Date, the parties have entered into an enforceable Business Associate Agreement (in which case such Business Associate Agreement shall continue in full force and effect in accordance with its terms) or (b) the parties determine that applicable law does not require that they enter into a Business Associate Agreement (and, for the avoidance of doubt, in either case, references in this Agreement to “Exhibit B” shall be disregarded).

10. LIMITATION OF LIABILITY. IN NO EVENT WILL A PARTY HERETO OR ITS AFFILIATES BE LIABLE TO THE OTHER PARTY OR ANY OF ITS AFFILIATES UNDER THIS AGREEMENT FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, SPECIAL OR SIMILAR DAMAGES (INCLUDING LOSS OF PROFITS, DATA, BUSINESS OR GOODWILL)



CAUSED BY ITS ACTS OR OMISSIONS UNDER THIS AGREEMENT, REGARDLESS OF WHETHER SUCH LIABILITY IS BASED ON BREACH OF CONTRACT, TORT, STRICT LIABILITY, BREACH OF WARRANTIES, FAILURE OF ESSENTIAL PURPOSE OR OTHERWISE, EVEN IF SUCH PARTY IS ADVISED OF THE LIKELIHOOD OF SUCH DAMAGES.

11. Intellectual Property Rights. Nothing herein shall be construed to grant to the Client any intellectual property right in any insurance or insurance brokerage know-how, expertise, technique, methodology or strategy, or any form, template, source or similar documentation or program, that from time to time have been, is or may be utilized by Hub in connection with the operation of its business or the performance of the Services.

12. Limited Use of Name and Logo. The Client authorizes Hub to use the Client's name and logo for the express and sole purpose of identifying the Client as a client of Hub in the marketing materials of Hub; provided, however, that Hub's use pursuant to this Section shall be subject to any restrictions or guidelines which may be provided from time to time by the Client to Hub. In the event that the Client withdraws the authorization set forth in this Section, Hub shall use commercially reasonable efforts to promptly remove any uses of the Client's name or logo from any marketing materials of Hub.

13. Governing Law; Venue. This Agreement will be governed by, and construed in accordance with, the substantive laws of the State or Commonwealth where the Hub office is located (as reflected at the address that applies for purposes of notices to Hub as provided in Section 16 (the "Hub Office")), without regard to its choice of law rules. The parties consent to exclusive venue and personal jurisdiction of any federal or state court located in the county where the Hub Office is located (provided that if no such court is located in that county, venue and personal jurisdiction will be exclusively exercised by the nearest applicable court having jurisdiction over that county).

14. Counterparts. This Agreement may be executed and delivered (including by facsimile, "pdf" or other electronic transmission) in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

15. Entire Agreement. Except as provided in Section 9, this Agreement sets forth the entire agreement and understanding, and supersedes any and all prior or contemporaneous agreements and understandings, oral or written, between the parties regarding the subject matter hereof.

16. Notice. Unless otherwise agreed to by the parties, all notices required under this Agreement (except, for the avoidance of doubt, those ordinary course communications relating to product pricing, changes, etc.) will be deemed effective when received and made in writing by (a) registered mail, (b) certified mail, return receipt requested, or (c) a national overnight courier service, in each case sent to the applicable address set forth immediately below the applicable party's signature (or such other address as either party may designate in writing in accordance with this Section).

17. Amendments and Waivers. This Agreement may not be amended or waived except by an instrument in writing signed, in the case of an amendment, by an authorized representative of each party to this Agreement or, in the case of a waiver, by the party against whom such waiver is to be effective. No course of conduct or failure or delay by any party in exercising any right, power or privilege hereunder



shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

18. No Third Party Beneficiaries. Nothing in this Agreement, express or implied, is intended or shall be construed to confer upon any third party other than the parties hereto and their respective successors and permitted assigns any right, remedy or claim under or by reason of this Agreement.

19. Assignment. This Agreement, and the parties' rights and obligations hereunder, may not be assigned or assumed by another without the prior written consent of the other party; provided, however, that Hub's rights and obligations hereunder may be assigned to an affiliate of Hub without the consent of the Client. This Agreement shall inure to the benefit of, and be binding upon the parties hereto, their successors and permitted assigns.

20. Force Majeure. Neither of the parties shall be liable to the other for any failure to satisfy an obligation under this Agreement due to any cause beyond a party's reasonable control including, but not limited to, inclement weather, Acts of God, war, riot, terrorist acts, malicious acts of damage, civil commotion, industrial dispute, power failure or fire.

21. Severability. Each party agrees that all covenants and agreements set forth in this Agreement constitute a series of separate covenants and are severable. The invalidity, illegality or unenforceability of any provision of this Agreement will not affect the validity, legality and enforceability of the remaining provisions of this Agreement.

[Remainder of page left intentionally blank]



IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the Commencement Date.

HUB International- Mid- South

City of Paducah

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Cooper Jones  
Title: President

Name:  
Title:

Hub address:,

Client address:

Hub International- Mid South  
1120 Main St  
Benton, KY 42025  
Attention: DJ Story or April Rambo

City of Paducah  
300 South 5th Street  
Paducah, Kentucky 42002  
Attention: Stefanie Wilcox

For Notices, a copy (which will not constitute notice) shall be sent to:  
Hub International Limited  
c/o Legal Department  
150 North Riverside Plaza, 17th Floor  
Chicago, IL 60606



Exhibit A

SCOPE OF SERVICES

Benefit Advisory Services

GENERAL ADVISORY SERVICES

1. Review all insurance contracts and employer forms relating to health, vision, dental, and drug benefits, HRA, H.S.A. and make recommendations to the CLIENT on such contracts.
2. Coordinate on-site enrollers or web-based enrollments and assistance with annual open enrollment for eligible employees during the period(s) contracted.
3. Provide assistance with questions on behalf of CLIENT including but not limited to health insurance claims, eligibility, plan selection for employees.
4. Provide consultation on issues relating to cost share, stop-loss and plan administration, and oversight in bid processes annually.
5. Review and provide commentary on plan data such as claims, administrative and reinsurance costs and comparisons of data for varying years on a quarterly basis agreed to committees and/or the City Commission, or City Manager as agreed to by CLIENT.
6. Prepare annual request for proposals (RFP) for years CLIENT requests formal bid processes. Provide oversight and coaching services in review of bids, assembly of data received by bidders and make specific recommendations to CLIENT for placement or procurement of health/drug, dental and vision insurance contracts.
7. Review preferred provider agreements and assist client in comparing and selecting preferred provider organizations (PPO).
8. Assist CLIENT with meetings and coach on benefit plan issues with employee groups as requested by CLIENT.
9. When qualified provide advice for all other areas of health, dental and drug plan operations as requested by CLIENT.
10. Provide COBRA administrative services via a separate administrative party as per a separate agreement between, Flores & Associates and CLIENT.
11. Provide expert witness services in connection for employer and employee bargaining, legal matters, disputes, or similar issues, as requested by the employer or the employer's legal counsel.



12. Provide data analytics with customized reporting and care management integration with disease management firms chosen independently by CLIENT.
13. Access to the HUB International Compliance Team.



FORM OF BUSINESS ASSOCIATE AGREEMENT

See attached.

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Administrative Services Only (ASO) Agreement with Anthem Blue Cross Blue Shield - S.  
**WILCOX**

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

**Background Information:** DJ Story of HUB recommends that the city continue with Anthem Blue Cross Blue Shield for the 2026 plan year, effective January 1, 2026, as the City's Third-Party Administrator (TPA) to provide claims administrative services related to the City's health insurance plan. Remaining with Anthem offers the best overall option for quality of plans, administrative services and competitive discount rates and factors. A summary of Anthem's administrative fees, rates and factors is attached.

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 execute ASO agreement and all other documents with Anthem Blue Cross Blue Shield for administrative services only.

**Attachments:**

1. MO - administrative services - Anthem 2026
2. Agenda ASO City of Paducah 2026 3 YR Pricing Summary
3. Agenda Anthem City of Paducah Revised Proposal w\_updated plan infor 10.14.2025LT\_Medical\_ASO
4. Agenda Anthem second City of Paducah Revised Proposal w\_updated plan infor 10.14.2025LT\_Medical\_ASO
5. Medicare\_Sec Payer\_ER\_Status\_Form (Rev 1 07)

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER AUTHORIZING AN AGREEMENT FOR ADMINISTRATIVE SERVICES WITH ANTHEM BLUE CROSS BLUE SHIELD FOR THE GROUP HEALTH INSURANCE PLAN FOR THE CITY OF PADUCAH, KENTUCKY FOR THE 2026 PLAN YEAR AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATING TO SAME

BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City of Paducah authorizes and approves an agreement with Anthem Blue Cross Blue Shield as the City's Third-Party Administrator to provide claims administrative services related to the City's health insurance plan. The effective date of this Agreement is January 1, 2026 and ending December 31, 2026.

SECTION 2. The Mayor is hereby authorized to execute all documents relating to administrative services as authorized in Sections 1 above.

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

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, October 21, 2025  
Recorded by Lindsay Parish, City Clerk, October 21, 2025  
\\mo.\ administrative services - Anthem 2026

# Pharmacy Pricing Selections

CITY OF PADUCAH

Effective: 01/01/2026 - 12/31/2028  
Total subscribers: 276



## PRODUCT SELECTIONS

### Retail Network

Base Network

### Non-Specialty Maintenance Network

Optional Home Delivery  
 Retail 90 + Optional Home Delivery

### Specialty Network

Exclusive Specialty

### Formulary

National Formulary

## CLINICAL PROGRAMS INCLUDED IN PRICING

Fraud, Waste, and Abuse (FWA) Services	Included
Clinical Prior Authorization	\$55.00 per occurrence
Clinical Pharmacy Review – Physician Review	\$800.00 per occurrence
Step Therapy	\$0.30 per script
Quantity Limits and Dose Optimization	\$0.55 per script
Client Reporting Packages - Base Package	Included
Rx Care Nexus	\$0.75 per script
Specialty Drug Accumulator Rules	Included
Specialty Condition Management - Standard	Included
EnsureRx	Included at no cost

**NOTE: THE PRICING PRESENTED IS CONTINGENT UPON ADOPTION OF THE ABOVE PROGRAMS ACROSS ALL PLANS. CHANGES TO THESE PROGRAMS WILL RESULT IN REPRICING.**

## OPTIONAL PROGRAMS (select requested programs)

<input type="checkbox"/> Client Reporting Packages - Enhanced Package	\$0.12 per script
<input type="checkbox"/> RDS Support Services	Fee Varies
<input type="checkbox"/> Specialty Cost Optimization Program	Included
<input type="checkbox"/> Cost Relief	25% of savings
<input type="checkbox"/> Weight Management Program	\$380 per enrolled member per year

The Pharmacy Pricing Guarantees presented assume the adoption of all clinical programs included in pricing.

Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Please confirm the selections available and sign above in order for implementation to be initiated.

Document ID I-24474-90272-1-1  
CGP  
5/20/2025

**Fixed Administrative Costs (ASO)**

CITY OF PADUCAH

Effective January 1, 2026 through December 31, 2026

Fixed Administrative Costs	Current	1/1/2026 through 12/31/2026
	PCPM	PCPM
Subscribers	278	278
Members	572	572
Medical and Pharmacy Administration	\$48.35	\$48.84
Pharmacy Rebate Offset	(\$36.93)	(\$37.04)
External Stoploss Coordination Fee	\$5.00	\$5.00
ASO Core Foundational Program †	\$1.27	\$1.85
<b>Composite Total:</b>	<b>\$17.69</b>	<b>\$18.65</b>
<b>Annual fixed administrative costs based on assumed enrollment:</b>	<b>\$59,014</b>	<b>\$62,216</b>
<b>Percentage Change:</b>		<b>5.4%</b>

Authorized Signature: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Additional Fee Disclosures:**

See Additional Service Fees and Pharmacy Pricing for disclosure of additional service fees which are not included on this cost summary.  
 The Pharmacy Rebate Offset reflects the National Formulary. The offset may be adjusted if a different pharmacy formulary is sold.

# Assumptions and conditions (ASO)

## CITY OF PADUCAH

Effective January 1, 2026 through December 31, 2026

SIC Code: 9199

### **Administrative Services Only (ASO)**

- The proposed services, rates and fees are effective from 1/1/2026 through 12/31/2026.
- This contract will be issued in KY.
  - This is an integrated medical and pharmacy offering.
- The proposal assumes 278 employees will be enrolling for medical coverage, with an average member to employee ratio of 2.06.
- The proposal assumes the same enrollment for medical and pharmacy.
- Anthem reserves the right to revise this proposal or modify these fees or rates under any of the following circumstances:
  - Due to any taxes, fees and assessments prescribed by any statutory, regulatory or other legal authority, that in Anthem's discretion, invalidates this quote.
  - Legislation or other matters that impact Anthem's costs or revenues under this proposal
  - Should the total enrollment or enrollment distribution by membership type, product or location change by 10% or more from that assumed when preparing the pricing for this package.
  - Actual Member to Subscriber ratio is not within +/-5% of 2.06.
  - A change to the plan benefits that result in substantial changes in the service, networks, or benefit design, as determined by
    - Changes in proposal terms, conditions, services or product from this quotation.
    - Any of the plan benefits administered by Anthem are moved to another third party administrator or private exchanges.
  - Anthem is not the sole medical carrier.
  - Change in nature of Employer's business.
  - A material reduction in Provider's billed or published charges that results in a decrease in Anthem's discount of 10% or more.
- The final relationship between the Parties will be subject to and described in an Administrative Services Agreement and this agreement will be the binding agreement between the parties.
- If subject to regulatory approval, and the applicable regulator has not yet approved, these benefits and rates may need to be
- Unless otherwise noted, fees are quoted on a per contract per month (PCPM) basis. PCPM is equivalent to, and will be described as per subscriber per month in the Administrative Services Agreement.
- Employers, as plan sponsors and administrators, are responsible for complying with all applicable laws.
- Eligibility data will be provided in Anthem's standard format. Additional charges may apply for non-standard formats.
- This quote assumes ACH withdraws from group's bank account for claims and fixed fees Weekly, with payment required within 3 business days from receipt of invoice.
- This quote assumes Anthem will accept fiduciary responsibility for claims administration and the handling of the claims complaint and appeals. To the extent ERISA applies, the employer remains the Named Fiduciary of the plan.
- Commissions and consultant fees are excluded unless otherwise noted.
- The processing of claims incurred prior to the effective date is the responsibility of the prior claims administrator.
- Since Anthem is neither a Hawaii authorized insurer nor a Hawaii Health Care Contractor, our benefits may not match the requirements of the Prepaid Health Care Act. We recommend that you obtain direct quotes for either an individual policy for employees who live and work in Hawaii or if there are several employees within an employer group to obtain group coverage from a Hawaii authorized insurer. This would ensure that all the state requirements are met.
- COBRA enrollees must not exceed 10% of total enrollees.
- All contracts including the ASO Agreement and/or the Stop Loss Agreement must be signed prior to the effective date.

# Assumptions and conditions (ASO)

## CITY OF PADUCAH

Effective January 1, 2026 through December 31, 2026

SIC Code: 9199

### **Administrative Services Only (ASO)**

- This offer assumes that no class of employees will be offered an HRA integrated with individual health insurance coverage. Anthem must be notified if particular classes of employees will be offered an HRA integrated with individual health insurance coverage, and a census of those employees must be provided so that appropriate adjustments, if needed, can be made to this offer.
- This quote does not include funding of the Patient-Centered Outcome Research Institute fee.
- This renewal is contingent upon the group / plan sponsor being current with all premium or fees as of the effective date of the renewal, unless specifically agreed to in writing in advance by Anthem.
- Anthem reserves the right to inspect and audit any and all of CITY OF PADUCAH documents relating to claims submitted to Anthem. Documentation includes, but is not limited to, claims, case management, utilization management records, audit records (including audits of TPA and TPA's providers and vendors), eligibility, as well as other information requested by Anthem. Anthem also has the right to review and audit records related to subrogation and other recoveries.
- The agent/broker does not have the authority to bind or modify the terms of this offer without prior approval of Anthem.
- Please note, any additional budgets provided in conjunction with this proposal, if applicable, must be invoiced prior to the end of the plan year in which they are allocated in order to be funded.
- HSA/HDHP plan benefits are subject to IRS guidelines and may change.

**Authorized Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Medicare Secondary Payer



## Employer Status Form

Please complete this form to assist with compliance with the Medicare Secondary Payer regulations of the Centers for Medicare and Medicaid Services (CMS). You may want to check with your legal counsel to confirm the Medicare Secondary Payer requirements.

Group name	Group contact
Group identification no.	Telephone no.

The business or organization ("Group") named above:

Does **NOT**  Does

have 20 or more employees for each working day in each of 20 or more calendar weeks in the current calendar year or the preceding calendar year, **and**

Does **NOT**  Does

have 100 or more employees on 50 percent or more of its regular business days during the preceding calendar year.

"Employees" include (even if they are not eligible for Anthem group health plan benefits):

- Part-time, full-time and leased employees;
- Persons not working but receiving payments normally subject to FICA taxes, such as persons on disability for the first six months.

If the Group is part of a controlled group of employers under IRC Sec. 52(a) and (b) or an affiliated service under IRC Sec. 414(m), then all employees in the aggregated group of employers must be included in the count of the Group's employees.

The Group agrees to notify Anthem Blue Cross and Blue Shield as soon as the statement above is no longer true.

The Group employed \_\_\_\_\_ (number) of such "employees" as of \_\_\_\_\_ (date).

If this form states a change in the category (i.e., under 20, over 20 or over 100 employees) for the Group, then a copy of the business' or organization's latest wage and tax statement must be attached and returned with this form.

I certify that the information provided above is true to the best of my knowledge and belief.

Group administrator signature	Date
-------------------------------	------

Life and Disability products are underwritten by Anthem Life Insurance Company.  
In Indiana: Anthem Blue Cross and Blue Shield is a trade name of Anthem Insurance Companies, Inc.  
In Kentucky: Anthem Blue Cross and Blue Shield is the trade name of Anthem Health Plans of Kentucky, Inc.  
In most of Missouri, Anthem Blue Cross and Blue Shield is the trade name of RightCHOICE® Managed Care, Inc. (RIT),  
Healthy Alliance® Life Insurance Company (HALIC) and HMO Missouri, Inc. RIT and certain affiliates administer non-HMO benefits underwritten by HALIC and  
HMO benefits underwritten by HMO Missouri, Inc.). RIT and certain affiliates only provide administrative services for self-funded plans and do not underwrite benefits.  
In Ohio: Anthem Blue Cross and Blue Shield is the trade name of Community Insurance Company.  
In Wisconsin, Blue Cross Blue Shield of Wisconsin ("BCBSWI") underwrites or administers the PPO and indemnity policies; CompCare Health Services Insurance  
Corporation ("CompCare") underwrites or administers the HMO policies; and CompCare and BCBSWI collectively underwrite or administer the POS policies.  
Independent licensees of the Blue Cross and Blue Shield Association.  
© Anthem is a registered trademark. The Blue Cross and Blue Shield names and symbols are registered marks of the Blue Cross and Blue Shield Association.

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER APPROVING AND ADOPTING THE COMPREHENSIVE HEALTH INSURANCE BENEFIT PLAN PREMIUMS, THE VISION INSURANCE PLAN PREMIUMS, AND THE DENTAL INSURANCE PLAN PREMIUMS FOR CALENDAR YEAR 2026 FOR EMPLOYEES OF THE CITY OF PADUCAH, AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATED TO SAME

BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City of Paducah approves and adopts the following monthly health insurance premiums for calendar year 2026 for employees of the City of Paducah:

**Health Insurance:**

<i>Investor Plan</i>	<i>2026 Annual</i>	<i>2026 Monthly</i>	<i>Bi-Weekly</i>	<i>Annual Increase</i>
Employee	\$ 774.00	\$ 64.50	\$ 32.25	\$126.00
Employee/Spouse	3,480.00	290.00	145.00	576.00
Employee Child	1,410.00	117.50	58.75	234.00
Family	5,628.00	469.00	234.50	936.00
<i>Elite Plan</i>	<i>2026 Annual</i>	<i>2026 Monthly</i>	<i>Bi-Weekly</i>	<i>Annual Increase</i>
Employee	\$1,854.00	\$154.50	\$ 77.25	\$ 306.00
Employee/Spouse	5,928.00	494.00	247.00	984.00
Employee Child	3,552.00	296.00	148.00	588.00
Family	8,520.00	710.00	355.00	1,416.00

SECTION 2. That the City of Paducah hereby approves the following monthly premiums for the Blue View Vision Plan through Anthem BlueCross BlueShield for vision care for employees for calendar year 2026:

**Vision Insurance:**

	Monthly Premium
Employee	\$6.58
Employee/Spouse	\$11.51
Employee Child	\$12.51
Family	\$19.09

SECTION 3. That the City of Paducah hereby approves the following monthly premiums for the Delta Dental Plan for optional dental care for employees for calendar year 2026:

**Dental Insurance**

	Monthly Premium
Employee	\$27.26
Employee/Spouse	\$55.63
Employee Child	\$58.19
Family	\$94.66

SECTION 4. That the premiums for the Comprehensive Health Insurance Benefit Plan, the Blue View Vision Plan and the Delta Dental Plan for employees of the City of Paducah, adopted in Sections 1, 2 and 3 above, shall become effective January 1, 2026.

SECTION 5. That the Mayor is hereby authorized to execute all documents related to the premiums approved in Sections 1, 2 and 3 above.

SECTION 6. This order shall be in full force and effect from and after the date of its adoption.

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Adopted by the Board of Commissioners, October 21, 2025  
Recorded by Lindsay Parish, City Clerk, October 21, 2025  
\\mo\Health Vision & Dental Premiums 2026

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 2025

Short Title: Stop Loss Insurance with Voya Financial Advisors. Inc. - **S. WILCOX**

Category: Municipal Order

Staff Work  
By: Stefanie  
Wilcox  
Presentation  
By: Stefanie  
Wilcox

**Background Information:** Since January 1, 2023, the City of Paducah has purchased stop loss insurance with Voya to protect the City's health insurance plan in the event of a catastrophic claim(s). It is recommended, for the 2026 plan year beginning on January 1, 2026, the Commission renew the agreement with Voya Financial Advisors, Inc. to purchase stop loss insurance which is set at a \$175,000 maximum city liability per person (individual stop loss), Voya assumes liability for all claims in excess of this amount, and \$3,802,433 maximum city liability of total claims combined (aggregate stop loss limit), Voya assumes liability for all claims in excess of the aggregate total up to \$1,000,000. Premium rates are \$140.37 per member per month for individual stop loss insurance; and \$6.18 per member per month for aggregate stop loss insurance. This is a total of 27.53% increase from last year. The Gene Therapy Stop-loss (GTS) coverage \$4.05 per member per month to assist with high prescription drug costs related to gene therapy. The producer/agent of record where monthly premium payments will be made is Strategic Benefit Resources.

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 execute a Stop Loss Agreement and any other documents related to such with Voya Financial Services, Inc. for stop loss, GTS, and aggregate insurance coverage.

**Attachments:**

1. MO - health ins-stop loss coverage – Voya- 2026
2. Proposal\_City of Paducah-01-01-2026-Renewal
3. SBR Sales Sheet + Proposal 09052025

MUNICIPAL ORDER NO. \_\_\_\_\_

A MUNICIPAL ORDER ACCEPTING THE RATES FOR STOP LOSS INSURANCE COVERAGE, AUTHORIZING AN AGREEMENT WITH VOYA FINANCIAL ADVISORS, INC., FOR THE CITY OF PADUCAH, KENTUCKY FOR THE 2026 CALENDAR YEAR AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATING TO SAME

BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City of Paducah accepts the rates offered through Voya Financial Advisors, Inc., for Stop Loss Insurance Coverage for the group health insurance plan for the City of Paducah, Kentucky. Effective January 1, 2026. The stop loss rates are as follows:

- 1) Individual Stop Loss - \$175,000 maximum City liability per person with a monthly rate of \$140.37 per member; and
- 2) Aggregate Stop Loss - \$3,802.433 maximum City liability of total claims combined with a monthly rate of \$6.18 per member. Voya assumes liability for all claims in excess of the aggregate total up to \$1,000,000.
- 3) Gene Therapy Stop Loss (GTS) \$4.05 per member per month to assist with high prescription drug costs related to gene therapy.

SECTION 2. The Mayor is hereby authorized to execute all documents relating to stop loss insurance coverage as authorized in Sections 1 above.

SECTION 3. The producer/agent of record where monthly premium payments will be made is Strategic Benefit Resources.

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

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

# Stop Loss Insurance Renewal Offer

Voya Health Solutions

Prepared for:  
City of Paducah

Effective Date  
01/01/2026

Policy Number  
733059

*Excess Risk Insurance is issued by ReliaStar Life Insurance Company, a member of the Voya® family of companies.*

## Stop Loss Proposal for City of Paducah

### Individual Excess Risk Insurance

Plan Description	Current	Renewal Option 1	Renewal Option 2	
Plan Effective Date	January 1, 2025	January 1, 2026	January 1, 2026	
Coverages	Medical, Rx	Medical, Rx	Medical, Rx	
Individual Deductible	\$ 175,000	\$ 175,000	\$ 200,000	
Policy Year Maximum	Unlimited	Unlimited	Unlimited	
Lifetime Maximum	Unlimited	Unlimited	Unlimited	
Coverage Period	Paid in 12 Months and incurred Jan 01, 2022 or after	Paid in 12 Months and incurred Jan 01, 2022 or after	Paid in 12 Months and incurred Jan 01, 2022 or after	
Benefit Percentage	100%	100%	100%	
Rates Include Commissions of:	None	None	None	
<b>Endorsements</b>				
Renewal Advantage (No New Laser)	Included	Included	Included	
Renewal Rate Cap	50.00 %	50.00 %	50.00 %	
Plan Mirroring	Included	Included	Included	
ASO Expedited Reimbursement	Included	Included	Included	
<b>Coverage Description</b>	<b>Enrollment</b>			
Composite	283	\$ 108.97	\$ 140.37	\$ 121.01
<b>Cost</b>				
Estimated Monthly Costs		\$ 30,838	\$ 39,725	\$ 34,246
Estimated Annual Costs		\$ 370,062	\$ 476,697	\$ 410,950
<b>% Change from Current</b>			28.82%	11.05%

## Aggregate Excess Risk Insurance

Plan Description	Current	Renewal Option 1	Renewal Option 2
Plan Effective Date	January 1, 2025	January 1, 2026	January 1, 2026
Coverages	Medical, Rx	Medical, Rx	Medical, Rx
Aggregate Adjustment Corridor	125 %	125 %	125 %
Individual Deductible	\$ 175,000	\$ 175,000	\$ 200,000
Maximum Annual Reimbursement	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Coverage Period	Paid in 12 Months and incurred Jan 01, 2022 or after	Paid in 12 Months and incurred Jan 01, 2022 or after	Paid in 12 Months and incurred Jan 01, 2022 or after
Rates Include Commissions of:	None	None	None
<b>Coverage Description</b>	<b>Enrollment</b>		
Composite	283	\$ 5.94	\$ 6.18
Monthly Aggregate Corridor*			
PEPM	283	\$ 944.88	\$ 1,119.68
Aggregate Deductible		\$ 3,208,812	\$ 3,802,433
Minimum Aggregate Deductible at 85%		\$ 2,727,491	\$ 3,232,068
Select Acceptance Choice		<input type="checkbox"/>	<input type="checkbox"/>

\*Monthly Aggregate Corridor means the Monthly Aggregate Factor (amount of expected claims per month per covered person) multiplied by the Aggregate Adjustment Corridor.

## Individual Excess Risk Insurance

Plan Description		Renewal Option 3
Plan Effective Date		January 1, 2026
Coverages		Medical, Rx
Individual Deductible		\$ 225,000
Policy Year Maximum		Unlimited
Lifetime Maximum		Unlimited
Coverage Period		Paid in 12 Months and incurred Jan 01, 2022 or after
Benefit Percentage		100%
Rates Include Commissions of:		None
<b>Endorsements</b>		
Renewal Advantage (No New Laser)		Included
Renewal Rate Cap		50.00 %
Plan Mirroring		Included
ASO Expedited Reimbursement		Included
<b>Coverage Description</b>	<b>Enrollment</b>	
Composite	283	\$ 106.67
<b>Cost</b>		
Estimated Monthly Costs		\$ 30,188
Estimated Annual Costs		\$ 362,251
<b>% Change from Current</b>		-2.11%

## Aggregate Excess Risk Insurance

Plan Description		Renewal Option 3
Plan Effective Date		January 1, 2026
Coverages		Medical, Rx
Aggregate Adjustment Corridor		125 %
Individual Deductible		\$ 225,000
Maximum Annual Reimbursement		\$ 1,000,000
Coverage Period		Paid in 12 Months and incurred Jan 01, 2022 or after
Rates Include Commissions of:		None
<b>Coverage Description</b>	<b>Enrollment</b>	
Composite	283	\$ 7.11
Monthly Aggregate Corridor*		
PEPM	283	\$ 1,203.33
Aggregate Deductible		\$ 4,086,509
Minimum Aggregate Deductible at 85%		\$ 3,473,533
Select Acceptance Choice		<input type="checkbox"/>

\*Monthly Aggregate Corridor means the Monthly Aggregate Factor (amount of expected claims per month per covered person) multiplied by the Aggregate Adjustment Corridor.

## Stop Loss Proposal for City of Paducah

### Account Assumptions

Renewal As Of Date	October 14, 2025
Renewal Good Through	October 24, 2025
Situs State	Kentucky
Claim Administrator	Anthem Blue Cross Blue Shield (KY)
Network	2026-01 BlueCross BlueShield (State)

#### Additional Contract Specifications:

- No fully insured lives are covered.
- Any FDA approved cell and gene therapies are covered under our Stop Loss policy, provided they are also covered under the group's medical plan and used for the purpose for which they were approved. This includes any new approvals that occur mid-policy year. We also exclude these high-cost claims from the following year's renewal package, helping to lower the impact of this cutting-edge care on self-funded employer costs.
- In addition to base commissions, certain brokers and/or service providers may receive compensation related to factors such as overall sales of Company products, total premium for products sold through the broker/service provider, growth in the number of customers, and retention of existing customers. Compensation and fees may also be paid to brokers and/or service providers for administrative services in connection with Company products. Please contact us if you would like additional detail on compensation and fees payable on your case.
- Quote assumes pharmacy benefits are not carved out to a separate Pharmacy Benefit Manager.
- Plan designs and contribution levels are assumed as submitted to underwriting. Any changes may require an adjustment to the individual excess risk rates and/or monthly aggregate corridor.
- Plan must have medical case management and utilization review.
- All claims are reported/paid in U.S. dollars.
- The monthly aggregate corridor cannot be finalized more than 90 days prior to the effective date. Claims data must include a minimum of 9 months in the most recent experience period.
- Any costs charged by the claim administrator for reports required to substantiate claims will be paid by the employer.
- The proposal is based on the data submitted. Any changes to this data may allow us to modify the proposal.
- There is no coverage for retirees.
- We reserve the right to (i) recalculate Monthly Aggregate Factor(s) [if applicable] and Individual Excess Risk Monthly Premium Rates as shown on the Excess Risk Schedule and continue this Policy, or (ii) terminate this Policy in accordance with the Policy Termination provision of this Policy if an increase or decrease in the number of Covered Persons and Covered Dependents that exceeds 15% of the current number covered under the Employee Benefit Plan.
- Premium rates were adjusted via filed and approved underwriting discretion in consideration of the carrier reporting fees assessed by the PBM or TPA, which are directly associated with the claims information we require to administer our Policy.

The individual stop loss renewal is based upon the current leveraged trend factors, market conditions, plan designs and current demographic factors. The aggregate renewal is based upon the experience of the group and current trend. Any plan changes may affect this renewal and need to be disclosed prior to the renewal acceptance.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

City of Paducah

01/01/2026

Excess Risk Insurance is underwritten by ReliaStar Life Insurance Company. Policy form RL-SL-POL-2025 (may vary by state).

Exclusions and limitations are described in the policy.

## Economic Factors: Manage the Effects of Leveraged Trend (Illustrative)

Medical trend is the anticipated annual increase in the cost of medical claims from year to year. Medical costs generally increase every year through inflation, and there are many additional factors that determine the actual medical trend for a specific health plan.

*Components of medical trend include:*

Plan Design

Technology

Network

Utilization Patterns

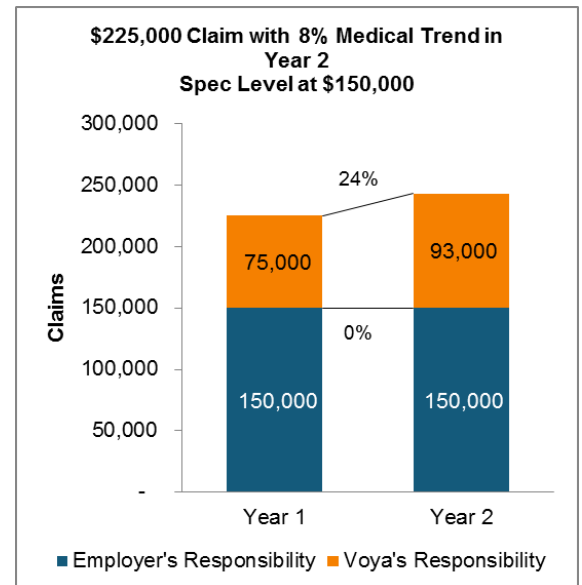
Demographics

Cost Shifting

Medical trend gets leveraged when parties responsible for medical claims do not maintain the same proportional share of the risk from year to year. Put simply, rising medical costs affect stop loss carriers differently than employers. But rather than passing our increasing risk back on to you in the form of large rate increases, we can compensate with small increases in deductibles.

Here's an example. In Year 1, the plan elects a \$150,000 individual stop loss deductible. If there is an individual claim of \$225,000, the first \$150,000 is the employer's responsibility and the remaining \$75,000 is reimbursed by the stop loss carrier.

In Year 2, assuming an 8% increase in medical costs, a claim that would have been \$225,000 in Year 1 now costs \$243,000. If the deductible doesn't change, the first \$150,000 is the employer's responsibility and the remaining \$93,000 reimbursed by the stop loss carrier. So that 8% trend produces a 24% cost increase to the stop loss carrier's claim and 0% increase to the employer.



If the stop loss deductible is left at the same dollar level year after year, the employer's risk actually decreases as a percentage of the overall claim. Conversely, the insurer's risk is increasing -- and, in response, the insurer has to increase rates well beyond medical trend.

**In order to eliminate the leveraging effect, the employer should increase its individual deductible by trend each year. This essentially retains the exact same proportion of the risk.**

**In an effort to mitigate the effects of leveraged trend, your underwriter has included an optional quote during this year's renewal.**

*Excess Risk Insurance is issued by ReliaStar Life Insurance Company, a member of the Voya® family of companies.*

# Coverage Possibilities for Life-Changing Therapies

Accessible high-quality coverage and care for gene therapies.

 The number of FDA approved gene therapies are increasing. **So should your coverage.**

Employer groups are facing a new challenge: how to offer access to these groundbreaking, life-saving treatments without exposing themselves to overwhelming financial risk. What was once considered impossible to treat or even manage is now a reality for patients, but without the right coverage, employers may find themselves unprepared.

## Here's How We're Solving This Challenge

The Association for CGT Solutions provides cost effective coverage for break-through treatments and avoidance of catastrophic claims.



**PEPM Cost: \$4.05**

## Comprehensive Financial Protection

- First-Dollar Coverage
- No Future Lasers
- Mitigates Stop Loss Renewal Increases
- Independent of Stop Loss Carrier

## Access to Integrated Care

- Credentialed Centers of Excellence
- Therapy and Administration Coverage
- Rare Disease Experienced Patient Navigator

impossible  
unaffordable  
inaccessible

The Association for CGT Solutions is committed to serving as your trusted partner to deliver education and solutions that address the financial and clinical complexities for gene therapies.

Therapy	Therapeutic Coverage	Administration Coverage
Zolgensma® Spinraza®	\$2,322,000	\$27,500
Luxturna®	\$850,000	\$88,000
Zynteglo™	\$2,800,000	\$875,580
Skysona®	\$3,000,000	\$880,000
Elevidys™	\$3,200,000	\$28,600
Roctavian™	\$2,900,000	\$177,000
Hemgenix®	\$3,500,000	\$177,000
Casgevy™	\$2,200,000	\$658,000 SCD \$875,580 β Thal
Lyfgenia™	\$3,100,000	\$658,000
Lenmeldy®	\$4,250,000	\$287,000
Kebilidi™	\$3,950,000	\$200,000
Zevaskyn™	\$3,100,000	\$767,000



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**SPECIFIC PHARMACEUTICAL CARVEOUT  
REINSURANCE PROPOSAL**



**SPECIFIC PHARMACEUTICAL CARVEOUT REINSURANCE PROPOSAL**

Company \_\_\_\_\_

Proposed Effective Date: \_\_\_/\_\_\_/\_\_\_

Premiums

Premium Rate Per Covered Employee Per Month: **\$4.05**

## **Covered Diseases and Pharmaceuticals**

With respect to each Covered Disease the following pharmaceuticals are Covered Pharmaceuticals:

### **Covered Disease**

Spinal Muscular Atrophy ("SMA") Type 1 and Type 2 (SMA)  
Leber Congenital Amaurosis ("LCA") Type 2 (LCA)  
Beta Thalassemia requiring blood transfusions (TDT)  
Early, active Cerebral adrenoleukodystrophy (CALD)  
Hemophilia A (HEM A)  
Hemophilia B (HEM B)  
Severe Sickle Cell Disease (SCD)  
Duchenne Muscular Dystrophy (DMD)  
Metachromatic Leukodystrophy (MLD)  
Aromatic L-amino acid decarboxylase deficiency (AADC)  
Recessive dystrophic epidermolysis bullosa (RDEB)

### **Covered Pharmaceutical**

Zolgensma® and Spinraza®  
Luxturna®  
Zynteglo® and Casgevy™  
Skysona®  
Roctavian™  
Hemgenix®  
Casgevy™ and Lygenia™  
Elevidys™  
Lenmeldy™  
Kebilidi™  
Zevaskyn™

## **Reinsurer Limit of Liability**

The Reinsurer's liability for the cost of a Covered Pharmaceutical shall not exceed:

- I. \$2,322,000 per Covered Person for Covered Disease SMA;
- II. \$850,000 per Covered Person for Covered Disease LCA;
- III. \$2,800,000 for the Covered Pharmaceutical Zynteglo per Covered Person for Covered Disease TDT;
- IV. \$2,200,000 for the Covered Pharmaceutical Casgevy per Covered Person for Covered Disease TDT;
- V. \$3,000,000 per Covered Person for Covered Disease CALD;
- VI. \$3,200,000 per Covered Person for Covered Disease DMD;
- VII. \$2,900,000 per Covered Person for Covered Disease HEM A;
- VIII. \$3,500,000 per Covered Person for Covered Disease HEM B;
- IX. \$3,100,000 for the Covered Pharmaceutical Lygenia per Covered Person for Covered Disease SCD;
- X. \$2,200,000 for the Covered Pharmaceutical Casgevy per Covered Person for Covered Disease SCD;
- XI. \$4,250,000 per Covered Person for Covered Disease MLD
- XII. \$3,950,000 per Covered Person for Covered Disease AADC;
- XIII. \$3,100,000 per Covered Person for Covered Disease RDEB.

The Reinsurer's liability for the administration of a Covered Pharmaceutical shall not exceed the following limits subject to any Cost Containment managed by the Program Manager:

- I. \$27,500 per Covered Person for Covered Disease SMA;
- II. \$88,000 per Covered Person for Covered Disease LCA;
- III. \$875,580 per Covered Person for Covered Disease TDT;
- IV. \$880,000 per Covered Person for Covered Disease CALD;
- V. \$28,600 per Covered Person for Covered Disease DMD;
- VI. \$177,000 per Covered Person for Covered Disease HEM A;
- VII. \$177,000 per Covered Person for Covered Disease HEM B;
- VIII. \$658,000 per Covered Person for Covered Disease SCD.
- IX. 287,000 per Covered Person for Covered Disease MLD.
- X. \$200,000 per Covered Person for Covered Disease AADC;
- XI. \$767,000 per Covered Person for Covered Disease RDEB.

## Eligibility Criteria

Eligibility Criteria shall consist of the three (3) following components: the Eligibility Period, the Treatment Period, and the Claims Period.

Run-In Period: the ninety (90) day period immediately prior to the first day of the Policy Period.

Claims Period (36 months): Claims for All Covered Pharmaceuticals must be paid and reported within 36 Months from the first day of the Policy Period.

A. With respect to the Covered Pharmaceutical Zolgensma:

- Eligibility Period (12 Months): Eligible Person must be born during the Run-in Period or during the Policy Period and the Date of Diagnosis must occur during the Run-in Period, or during the Policy Period and prior to the end of the Treatment Period.
- Treatment Period (24 Months): Covered Pharmaceutical must be initially administered between the first day of the Covered Policy and 24 months from that date.

B. With respect to the Covered Pharmaceutical Luxturna®:

- Eligibility Period (12 Months): The Date of Diagnosis for an Eligible Person with a Covered Disease must occur prior to the end of the Covered Policy.
- Treatment Period (24 Months): Covered Pharmaceutical must be initially administered between the first day of the Covered Policy and 24 months from that date.

C. With respect to the Covered Pharmaceutical Spinraza®:

- Eligibility Period Year (12 Months): Eligible Person must be born during the Run-in Period or during the Policy Period and the Date of Diagnosis must occur during the Run-in Period, or during the Policy Period and prior to the end of the Treatment Period.
- Treatment Period (36 Months): Covered Pharmaceutical must be initially administered to the Eligible Person between the first day of the Covered Policy and 36 months from that date.

D. With respect to the Covered Pharmaceutical Zynteglo® or Casgevy™ for the Covered Disease Beta Thalassemia:

- Eligibility Period (12 Months): Eligible Person must be diagnosed with a Covered Disease inclusive of a determination that a patient is transfusion dependent during the Covered Policy Period.
- Treatment Period (24 Months): Covered Pharmaceutical, with an intent to treat a Covered Disease, must have a Clinical Order Date and be initially administered to the Eligible Person between the first day of the Covered Policy and 24 months from that date.

### **Eligibility Criteria (continued)**

E. With respect to the Covered Pharmaceutical Skysona®:

- Eligibility Period (12 Months): The Date of Diagnosis for an Eligible Person with a Covered Disease must occur prior to the end of the Covered Policy Period
- Treatment Period (24 Months): Covered Pharmaceutical, with an intent to treat a Covered Disease, must have a Clinical Order Date and initially administered to the Eligible Person between the first day of the Covered Policy and 24 months from that date.

F. With respect to the Covered Pharmaceutical Elevidys®:

- Eligibility Period (12 Months): Eligible Person must have a Date of Diagnosis for the Covered Disease during the Covered Policy Period
- Treatment Period (24 Months): Covered Pharmaceutical, must be initially administered to the Eligible Person between the first day of the Covered Policy and 24 months from that date.

G. With respect to the Covered Pharmaceutical Roctavian™:

- Eligibility Period Year (12 Months): Eligible Person must be newly added to a Covered Proposal after the first day of the Covered Policy Period and was not a Covered Person for at least 24 months prior to the first day of the Covered Policy Period and was newly diagnosed during the Covered Policy Period.
- Treatment Period (24 Months): Covered Pharmaceutical, with an intent to treat a Covered Disease, must have a Clinical Order Date and initially administered to the Eligible Person between the first day of the Covered Policy and 24 months from that date.

H. With respect to the Covered Pharmaceutical Hemgenix®:

- Eligibility Period (12 Months): Eligible Person must be newly added to a Covered Policy after the first day of the Covered Policy Period and was not a Covered Person for at least 24 months prior to the first day of the Covered Policy Period and was newly diagnosed during the Covered Policy Period.
- Treatment Period (24 Months): Covered Pharmaceutical, with an intent to treat a Covered Disease, must have a Clinical Order Date and initially administered to the Eligible Person between the first day of the Covered Policy and 24 months from that date.

### **Eligibility Criteria (continued)**

I. With respect to the Covered Pharmaceuticals Casgevy® or Lyfgenia™ for the Covered Disease Sickle Cell Disease:

- Eligibility Period (12 Months): Eligible Person that is either; newly diagnosed with a Covered Disease during the Covered Policy Period or was previously diagnosed and has experienced less than two severe vaso-occlusive events (VOEs) or vaso-occlusive crises (VOCs) in the twelve (12) months prior to the first day of the Covered Policy Period.
- Treatment Period (24 Months): Covered Pharmaceutical, with an intent to treat a Covered Disease, must have a Clinical Order Date and initially administered to the Eligible Person between the first day of the Covered Policy and 24 months from that date.

J. With respect to the Covered Pharmaceuticals Lenmeldy, Kebilidi and Zevaskyn:

- Eligibility Period (12 Months): Eligible Person must have a Date of Diagnosis for the Covered Disease during the Covered Plan Period.
- Treatment Period (24 Months): Covered Pharmaceutical, must be initially administered to the Eligible Person between the first day of the Covered Plan and 24 months from that date.

### **Exclusions**

In addition to all of the other exclusions and limitations described above and in the Agreement, the following are not covered under this Policy:

1. Solely with respect to Covered Pharmaceuticals Zolgensma and Spinraza, Covered Expenses for a Covered Person born prior to Agreement Year or, if applicable, the Run-In Period.
2. Solely with respect to Covered Pharmaceuticals Luxturna, Zynteglo, Casgevy, Skysona, Elevidys, Roctavian, Hemgenix, Lyfgenia, Lenmeldy, Kebilidi and Zevaskyn, Covered Expenses for a Covered Person Diagnosed with a Covered Disease prior to Agreement Year.
3. Expenses for Covered Pharmaceuticals that are administered "off-label" or outside of the indication approved by the Food & Drug Administration (FDA) as of the Effective Date of this Agreement.
4. Expenses for Spinraza® initially approved for a Covered Person over two years of age.
5. Medical expenses incurred for the treatment of other illnesses not related to the therapy, treatment and administration of the Covered Disease treated by the Covered Pharmaceutical.
6. Covered Expenses incurred or the Clinical Order Date submitted while the Covered Proposal is not in force for the Covered Person, or for a person not covered under the Covered Policy.
7. Deductibles, co-payment amounts, or any other amounts which are not payable under the terms of the Covered Policy or expenses which are payable to the Covered Policy from any other source.
8. Extra Contractual Obligations.
9. Legal expenses of any kind or description, including legal expenses related to or incurred under the Covered Policy for the confinement of a Covered Person or any compulsory process to adopt, abstain from, or cease to continue a particular mode of treatment, care or therapy. This exclusion shall not apply to Loss Adjustment Expenses incurred by the Reinsured.

### **Exclusions (continued)**

10. Expenses arising out of, caused by, contributed to or in consequence of war, declared or undeclared, or any act or hazard of such war.
11. Claim payments not administered or paid according to the Covered Policy, or for which there is no documented proof of loss, unless the payment was authorized in writing by the Reinsurer.
12. Claim payments under a Covered Policy issued outside the scope of the Reinsured's licensure or authority.
13. Business derived from any pool, association, including joint UW associations, syndicate, exchange, plan or other facility directly as a member, subscriber or participant, or indirectly by way of reinsurance or assessments, unless otherwise approved by the Reinsurer.
14. Claims in excess of Covered Policy Limits.
15. Ex-Gratia Payments. A Claim payment or settlement for which there is no obligation under the Covered Policy but made by the employer to a Covered Person as an accommodation.
16. Solely with respect to Covered Policies providing benefits pursuant to Medicaid, Claims incurred during the amounts otherwise included in the definition of Covered Expenses by virtue of the inclusion of the "Run-In Period".
17. Covered Expenses incurred after the Agreement terminates due to non-payment of premium unless the Reinsured authorizes reinstatement of the Agreement in writing.
18. Experimental or Investigative Services.
19. Reinsurance and retrocessional liabilities assumed by the Reinsured except for the Business Covered hereunder.
20. Liability of the Reinsured arising from its participation or membership, whether voluntary or involuntary, in any insolvency fund, including any guarantee fund, association, pool, plan or other facility which provides for the assessment of, payment by, or assumption by the Reinsured of a part or the whole of any claim, debt, charge, fee or other obligations of an insurer, or its successors or assigns, which has been declared insolvent by any authority having jurisdiction.
21. Expenses for or in connection with an illness or injury for which the Covered Person is entitled to benefits under any Worker's Compensation Law, Employer's Liability Law or similar legislation.
22. Expenses for services for Preventable Adverse Medical Events.
23. Any liabilities or expenses that arise from a Covered Person's death caused in any manner by the Covered Pharmaceutical.
24. Covered Expenses for which payment has been made or available under any other insurance policy, plan, or benefit program.

# Agenda Action Form Paducah City Commission

Meeting Date: October 21, 2025

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

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 20, SECTION 20-23(b) OF THE CODE OF ORDINANCES OF THE CITY OF PADUCAH, KENTUCKY, SO AS TO DELETE THAT PORTION WHICH STATES THAT “BODY PIERCING BELOW THE WAIST SHALL BE PROHIBITED UNLESS PERFORMED BY A PHYSICIAN LICENSED TO PRACTICE MEDICINE IN THE STATE.”**

WHEREAS, 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; and

WHEREAS, the City’s current ordinance relating to body piercing below the waist prohibits such unless performed by a physician licensed to practice medicine in the Commonwealth of Kentucky; and

WHEREAS, because the City’s Ordinance is in conflict with the Commonwealth’s statute, this Ordinance is being enacted to amend that portion of the City’s Code, Section 66-93(b), so as to delete the language relating to body piercing below the waist.

**NOW THEREFORE**, be it ordained by the City Commission of the City of Paducah as follows:

**SECTION 1.** That portion of Section 20-23(b) is hereby amended to state as follows:

Sec. 20-23. Operation Procedures for establishments and artists.

(b) Branding shall be prohibited unless performed by a physician licensed to practice medicine in the Commonwealth. ~~Body piercing below the waist shall be prohibited unless performed by a physician licensed to practice medicine in the state.~~

**SECTION 2. SEVERABILITY.** That if any section, paragraph or provision of this Ordinance shall be found to be inoperative, ineffective or invalid for any cause, the deficiency or invalidity of such section, paragraph or provision shall not affect any other section, paragraph or provision hereof, it being the purpose and intent of this Ordinance to make each and every section, paragraph, and provision, hereof separable from all other sections, paragraphs and provisions.

**SECTION 3. COMPLIANCE WITH OPEN MEETINGS LAWS.** The City Commission hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of this City Commission, and that all deliberations of

this City Commission and of its committees, if any, which resulted in formal action, were in meetings open to the public, in full compliance with applicable legal requirements.

**SECTION 4. CONFLICTS.** All ordinances, resolutions, orders or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed and the provisions of this Ordinance shall prevail and be given effect.

**SECTION 5. EFFECTIVE DATE.** This Ordinance shall be read on two separate days and will become effective upon summary publication pursuant to KRS Chapter 424.

\_\_\_\_\_  
Mayor George Bray

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Introduced by the Board of Commissioners, \_\_\_\_\_  
Adopted by the Board of Commissioners, \_\_\_\_\_  
Recorded by Lindsay Parish, City Clerk, \_\_\_\_\_  
Published by The Paducah Sun, \_\_\_\_\_

# Agenda Action Form

## Paducah City Commission

Meeting Date: October 21, 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)

ORDINANCE NO. 2025-\_\_\_\_ - \_\_\_\_\_

AN ORDINANCE REVISING THE EXISTING REMOTE WORKERS  
INCENTIVE PROGRAM

**WHEREAS**, the City of Paducah wishes to attract new individuals, families, and talent to the City;

**WHEREAS**, the City recognizes that technology is making work more easily accessible from home or other remote locations and that workers are increasingly attracted to jobs and industries which allow them to work remotely;

**WHEREAS**, the City recognizes that remote workers are often attracted to communities and programs which offer financial incentives,

**WHEREAS**, the City wishes to establish a Remote Workers Incentive Program to attract new, talented workers to live, work, shop, and attend school in the City of Paducah, thereby helping to better the community and boost the local economy.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the City of Paducah, Kentucky hereby establishes the City Remote Workers Incentive Program with the following conditions and/or requirements:

(a) *Eligibility.* In order to be eligible to participate in the City Remote Workers Incentive Program, an applicant/employee must:

- (1) Be 21 years old or older;
- (2) Be a U.S. Citizen, lawful permanent resident, or have other credentials necessary to work in the United States;
- (3) Live at least 100 miles outside the limits of the City of Paducah at the time of application for the City Remote Workers Incentive Program;
- (4) Work full-time for a company in which all offices are located at least 100 miles outside the limits of the City of Paducah; or
- (5) Self-employed person who can show evidence of self-employment by providing at least one of the following:
  - a. Copies of Tax Records
  - b. Profit and Loss Statement
  - c. Business License/Permits from current jurisdiction
  - d. Other evidence you may provide
- ~~(5)~~ (6) Be able to perform a majority of their employment duties remotely from a home office or co-working space located inside the City of Paducah limits evidenced by written documentation from their employer;
- ~~(6)~~(7) Acquire primary residency in the City of Paducah within three (3) months of acceptance into the Remote Workers Incentive Program, as evidenced by a lease with a physical address or a deed of conveyance of real estate which includes a home;
- ~~(7)~~ (8) Agree in writing that s/he will retain primary residence in the City of Paducah for at least one (1) year beyond the initial twelve-month program;
- ~~(8)~~(9) Not be a participant in any other publicly-funded program/initiative.

(b) *Incentives.* Individuals accepted into the City Remote Workers Incentive Program may be eligible to receive the following:

~~(1) Up to \$2,500.00 reimbursement for expenses associated with relocating to the City of Paducah. Expenses shall include: renter's deposit, down payment on a home, rental of moving trucks or trailers, the hiring of professional movers, and/or the purchase of packing materials.~~

~~(2) Up to \$70.00 per month reimbursement for fees associated with provision of internet services provided to a residence located within the City of Paducah. Such reimbursement shall be limited to twelve (12) months~~

~~(3) Waiver of City of Paducah Payroll taxes for twelve (12) months.~~

(1) \$5000 cash incentive payable as follows:

(i) \$2500 upon establishing residency in the City of Paducah

(ii) \$2500 one year after the first installment is paid

(b) *Equal Opportunity.* All individuals who meet the eligibility criteria set forth in this Ordinance shall have an equal opportunity to participate in the City Remote Workers Incentive Program without regard to race, color, age, religion, sex, disability, sexual orientation, or national origin.

SECTION 2. The Remote Workers Incentive Program shall be funded by Project Number ED0118 Remote Workers Incentive Program.

SECTION 3. Severability. The provisions of this Ordinance are hereby declared to be severable, and if any section, phrase or provision shall for any reason be declared invalid, such declaration of invalidity shall not affect the validity of the remainder of this Ordinance.

SECTION 4. Effective Date. This Ordinance shall be read on two separate days and will become effective upon summary publication pursuant to KRS Chapter 424.

\_\_\_\_\_  
GEORGE P. BRAY, MAYOR

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Introduced by the Board of Commissioners October 2, 2025

Adopted by the Board of Commissioners \_\_\_\_\_

Recorded by Lindsay Parish, City Clerk, \_\_\_\_\_

Published by The Paducah Sun, \_\_\_\_\_

Ord\amend Remote Workers Incentive Program 2025

# Agenda Action Form Paducah City Commission

Meeting Date: October 21, 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

ORDINANCE NO. 2025-\_\_\_\_ - \_\_\_\_\_

AN ORDINANCE AMENDING ORDINANCE NO. 2025-06-8847, ENTITLED, “AN ORDINANCE ADOPTING THE CITY OF PADUCAH, KENTUCKY, ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR JULY 1, 2025, THROUGH JUNE 30, 2026, BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT”

WHEREAS, 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; and

WHEREAS, The City of Paducah accepted designation and was allocated \$583,406 in funding for the 2025-2026 federal fiscal year; and

WHEREAS, 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.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF PADUCAH, KENTUCKY:

SECTION 1. That the annual budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, as adopted by Ordinance No. 2025-06-8847, be amended by the following re-appropriations:

- Increase revenues and expenditures for the CDBG Fund by \$583,406.00.

SECTION 2. This ordinance shall be read on two separate days and will become effective upon summary publication pursuant to KRS Chapter 424.

\_\_\_\_\_  
George Bray, Mayor

ATTEST:

\_\_\_\_\_  
Lindsay Parish, City Clerk

Introduced by the Board of Commissioners, \_\_\_\_\_

Adopted by the Board of Commissioners, \_\_\_\_\_

Recorded Lindsay Parish, City Clerk, \_\_\_\_\_

Published by *The Paducah Sun*, \_\_\_\_\_

\\ord\finance\budget amend FY26 CDBG Entitlement Community