

OWENSBORO BOARD OF COMMISSIONERS
Regular Meeting
October 7, 2025 | 5:00 PM
Owensboro City Hall
101 E. 4th Street
Owensboro, Kentucky

1. CALL TO ORDER - Mayor Tom Watson

2. ROLL CALL – City Clerk Beth Davis

Present:

Mayor Tom Watson

Mayor Pro Tem Bob Glenn

Commissioner Jeff Sanford

Commissioner Curtis Maglinger

Commissioner Sharon NeSmith

3. INVOCATION & PLEDGE - Commissioner Sharon NeSmith

4. PRESENTATIONS

4.A. Mayor Watson presented a “Gold Star Mother’s and Family’s Day” proclamation to Cathy and Tommy Mullins.

4.B. Mayor Watson presented the “Manufacturing Month” proclamation to Claude Bacon, President & CEO of Economic Development Corporation.

4.C. Steve Johnson, Director/Facilitator, presented an update on the Bluegrass Music Initiative. Mayor Watson recognized Representative Suzanne Miles, who was in attendance.

4.D. Sanitation Manager Hunter Ragan gave an update on the upcoming leaf collection season (presentation attached).

5. BUSINESS

5.A. Minutes dated September 16, 2025 were unanimously approved by motion of Mayor Watson and a second from Commissioner Sanford.

5.B. The following board appointments were unanimously approved by motion of Mayor Watson and a second by Mayor Pro Tem Glenn:

- **Dugan Best Neighborhood Alliance** – Reappoint Lekisha Hall to a two-year term effective October 17, 2025

- **Owensboro Human Relations Commission** – Appoint Glenda Wright to fill the remainder of an unexpired term ending March 19, 2027 (replacing Kathy Estes).

6. ORDINANCES – 1st READING

6.A. Ordinance 18-2025 entitled AN ORDINANCE REVISING THE CITY OF OWENSBORO EMPLOYEE HANDBOOK CHAPTER 1000, SUBCHAPTER 1004, PAY CHART ENTITLED “FULL-TIME PAY GRADES”, THEREBY ADDING THE POSITION “ASSISTANT OCCUPATIONAL TAX ADMINISTRATOR”, was introduced and publicly read on first reading.

For more efficient and better aligned job duties in the Finance Department, the recommendation is to add the position of Assistant Occupational Tax Administrator. City Manager Pagan explained that due to the increasing workload within the City’s Tax Department—which also serves as the collection agency for the County—it has become necessary to reclassify one of the three Occupational Revenue Clerk positions to an Assistant Tax Administrator role. This change not only enhances the department’s depth of knowledge and operational capabilities but also provides a second staff member qualified to perform net profit audits. These audits have generated approximately \$1Million in billings over the past twelve months. Expanding the auditing capacity ensures continued revenue growth and improved compliance. Additionally, the new Assistant Tax Administrator will support the Occupational Tax Administrator in several key areas, including reviewing and approving refund requests and assisting in the management of developer incentive agreements. The change does not add an additional employee, it transitions one position from an Occupational Revenue Clerk to Assistant Occupational Tax Administrator.

7. MUNICIPAL ORDERS

7.A. Municipal Order 22-2025 entitled A MUNICIPAL ORDER AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A REAL ESTATE PURCHASE AGREEMENT FOR THE ACQUISITION OF PROPERTY LOCATED AT 315 WALNUT STREET, was unanimously approved on one reading with motion by Commissioner NeSmith and a second by Commissioner Sanford.

Sandra Fariss owns real property located at 315 Walnut Street in Owensboro, Daviess County, Kentucky and desires to sell the property. The City of Owensboro seeks to acquire the property to expand parking in downtown Owensboro. City Manager Pagan explained that this item and the next item are related, and his comments will cover both. The City owns almost 90% of the block between 3rd and 4th Streets and Cedar and Walnut Streets, the block where Roberts Brothers Auto Mart and Sunlite Studio were located (map attached). The indoor sports facility is under construction on the block immediately to the east.

The City anticipates using the site for parking. If at some point all the block is acquired, it could be the site of a future development project. Purchase price is \$100,000 for 315 Walnut and \$115,000 for 317 Walnut.

7.B. Municipal Order 23-2025 entitled A MUNICIPAL ORDER AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A REAL ESTATE PURCHASE AGREEMENT FOR THE ACQUISITION OF PROPERTY LOCATED AT 317 WALNUT STREET, was unanimously approved on one reading with motion by Mayor Watson and a second by Commissioner Sanford.

Trifecta, LLC owns real property located at 317 Walnut Street in Owensboro, Daviess County, Kentucky and desires to sell the property. The City of Owensboro seeks to acquire the property to expand parking in downtown Owensboro.

8. CITY MANAGER ITEMS

8.A. The financial report ending August 31, 2025 was presented by Angela Waninger, Director of Finance and Support Services (attached). Motion was made by Mayor Watson to file the report for audit; Commissioner Sanford seconded the motion and it carried unanimously.

8.B. The following personnel appointments were unanimously approved by motion of Mayor Watson and a second by Commissioner Sanford:

NEW HIRES - PROBATIONARY, FULL-TIME, NON-CIVIL SERVICE APPOINTMENTS:

- **Robert D. Robinson** – Road Worker with the Public Works Street Department, effective October 20, 2025
- **Michael J. Ruth** – Maintenance Equipment Operator with the Public Works Street Department, effective October 20, 2025

REGULAR, FULL-TIME, NON-CIVIL SERVICE APPOINTMENTS:

- **Robert D. Luttrell** – Police Officer with the Police Department, effective October 8, 2025
- **Joseph T. Keown** – Police Officer with the Police Department, effective October 8, 2025
- **Dylan F. Nobles** – Firefighter with the Fire Department, effective October 7, 2025

8.C. City Manager Comments – The City’s Marketing Department team of Shaelie Velez and Maddie Coleman was honored recently by the Kentucky Association of Government Communicators Award for the following:

Award of Excellence - Best social media presence

Award of Merit - Short-form video (“NSYNC: Bye Bye Bye Potholes”)

Honorable Mention - Long-form video (2024 State of the City)

Tim Ross, Public Events Director, gave a brief presentation on the turnout for the “Illuminate” event.

9. COMMUNICATIONS FROM ELECTED OFFICIALS

Members of the Commission discussed the events they recently attended and commented on the success of “Illuminate”.

10. OPEN PUBLIC FORUM

Olga McKissic gave feedback on the “Groovin’ on the Green” event. She requested the lawn be cut prior to the event next year, stating it was too high. She also commented on their denied request to close a block of Second Street for the food trucks.

Rick Farris (3951 Heatherstone Drive) mentioned the fact that there is not a community calendar for artists. He plans to look at possibly creating one.

11. CLOSED SESSION

11.A. Motion was made by Mayor Watson to enter into Closed Session under KRS 61.810(1)(b) for discussion on the future acquisition or sale of property; motion was seconded by Commissioner Sanford and passed unanimously.

12. Motion was made by Mayor Watson and seconded by Commissioner Maglinger to return to open session; motion carried unanimously.

13. There being no further business to discuss, the meeting adjourned at 6:35 pm by motion of Mayor Watson and a second by Commissioner Sanford.

Thomas H. Watson, Mayor

ATTEST:

Beth Davis, City Clerk