

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held February 21, 2023**

The Board of Commissioners of the City of Bowling Green, Kentucky met in regular session in the Commission Chamber of City Hall, Bowling Green, Kentucky at 4:30 p.m. on February 21, 2023. Mayor Todd Alcott called the meeting to order. An invocation was provided by Minister Daryl Wingo and following the invocation, all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeffery B. Meisel reminded the audience to sign-up in the back of the Commission Chamber in order to speak during public comments.

Meisel requested a closed session for the purpose of deliberations on the future acquisition of real property by the City as publicity would likely affect the value of the specific piece of property to be acquired by the City. Motion was made by Hill and seconded by Bailey to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (b). Mayor Alcott called for roll call vote.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Motion to convene in closed session pursuant to KRS 61.810 (1) (b) was approved by unanimous vote.

APPROVAL OF MINUTES

Regular Meeting February 7, 2023.

Minutes of the above-referenced meeting was distributed to the Board of Commissioners with the Agenda for review. Motion was made by Hill and seconded by Parrigin to approve said minutes. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Motion to approve the minutes of the regular meeting of February 7, 2023 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2023 – 25

**MUNICIPAL ORDER APPROVING THE PROMOTION OF JOSHUA
MILLER TO THE POSITION OF CREW LEADER IN THE PUBLIC
WORKS DEPARTMENT**

Summary of Municipal Order No. 2023 – 25 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the promotion of Joshua Miller to Crew Leader in the

Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 25 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 26

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF SHYTREVION BOYD TO THE POSITION OF PARKS FACILITY MAINTAINER I IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2023 – 26 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointment of Shytrevion Boyd to the position of Parks Facility Maintainer I in the Parks and Recreation Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 26 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 27

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-31 FOR AQUATIC CHEMICALS FROM MADISON SWIMMING POOLS, LLC OF GOODLETTSVILLE, TENNESSEE IN THE AMOUNT OF \$96,449.25

Summary of Municipal Order No. 2023 – 27 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2023-31 for aquatic chemicals from Madison Swimming Pools, LLC in the amount of \$96,449.25. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 27 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 28

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-32 FOR MOWING SERVICES FROM AFFORDABLE LAWN CARE & PRESSURE WASHING, LLC OF BOWLING GREEN, KENTUCKY, BLUEGRASS LANDSCAPING, LLC OF BOWLING GREEN, KENTUCKY AND HOPE HOUSE MINISTRIES OF BOWLING GREEN, KENTUCKY FOR A TOTAL AMOUNT NOT TO EXCEED \$452,386.92

Summary of Municipal Order No. 2023 – 28 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2023-32 for mowing services for the Parks and Recreation and Public Works Departments in the total amount not to exceed \$452,386.92. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott

Voting Nay: None

Municipal Order No. 2023 – 28 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 29

MUNICIPAL ORDER AUTHORIZING AND APPROVING BID #2023-11 FOR PROFESSIONAL SERVICES FOR CAVE MILL ROAD CORRIDOR IMPROVEMENTS WITH AMERICAN ENGINEERS, INC. OF GLASGOW, KENTUCKY IN AN AMOUNT NOT TO EXCEED \$1,209,873, AND APPROVING THE CAVE MILL ROAD PROJECT AGREEMENT BETWEEN THE CITY AND WARREN COUNTY, AND FURTHER AUTHORIZING THE CITY LAW DEPARTMENT TO NEGOTIATE THE ACQUISITION OF PROPERTIES NECESSARY FOR THE PROJECT, AND AUTHORIZING APPROPRIATE CITY OFFICIALS TO EXECUTE DEEDS, EASEMENTS AND OTHER DOCUMENTS RELATED TO LAND ACQUISITION NECESSARY FOR THE PROJECT

Summary of Municipal Order No. 2023 – 29 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2023-11 for professional services for Cave Mill Road corridor improvements with American Engineers, Inc. in the amount not to exceed \$1,209,873, and further approving the Cave Mill Road Project Agreement between the City and County. Additionally, the action included the City Law Department to negotiate the acquisition of properties and authorize appropriate City officials to execute deeds, easements and other documents for the land acquisition. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott

Voting Nay: None

Municipal Order No. 2023 – 29 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 30

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-24 FOR ASHLEY CIRCLE INTERSECTION IMPROVEMENTS THROUGH NONCOMPETITIVE NEGOTIATIONS WITH SCOTTY'S CONTRACTING & STONE, LLC OF BOWLING GREEN, KENTUCKY IN AN AMOUNT NOT TO EXCEED \$1,142,395.86

Summary of Municipal Order No. 2023 – 30 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2023-24 for Ashley Circle intersection improvements through noncompetitive negotiations with Scotty's Contracting & Stone, LLC in an amount not to exceed \$1,142,395.86. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
Voting Nay: None
Municipal Order No. 2023 – 30 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 3
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.166
ACRE FROM RM-3 (TOWNHOUSE/MULTI-FAMILY RESIDENTIAL)
TO RM-4 (MULTI-FAMILY RESIDENTIAL) LOCATED AT 1301
INDIANOLA STREET PRESENTLY OWNED BY PORTALES
RENTALS, LLC

Title and summary of Ordinance No. BG2023 – 3 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel explained the rezoning was a unanimous recommendation from the City-County Planning Commission. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
Voting Nay: None
First Reading of Ordinance No. BG2023 – 3 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 31

MUNICIPAL ORDER APPROVING AND AUTHORIZING
CONVEYANCE OF PROPERTY BY THE INTER-MODAL
TRANSPORTATION AUTHORITY, INC. TO WARREN COUNTY
WATER DISTRICT AND WARREN RURAL ELECTRIC
COOPERATIVE CORPORATION

Summary of Municipal Order No. 2023 – 31 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval to convey property by the Inter-Modal Transportation Authority, Inc. to Warren County Water District and Warren Rural Electric Cooperative Corporation. He explained it would allow for the construction of a new water tower and electric substation to better support the Envision AESC US, LLC industrial development. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
Voting Nay: None
Municipal Order No. 2023 – 31 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 32

MUNICIPAL ORDER APPROVING A MEMORIAL AREA AND
DEDICATING AND NAMING THE BOWLING GREEN EAST
LITTLE LEAGUE BASEBALL COMPLEX IN HONOR OF RICK
KELLEY AT KEREIAKES PARK

Summary of Municipal Order No. 2023 – 32 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. At the request of the City Manager, City Attorney Hillary Hightower explained Bowling Green East Little League submitted a request to the City for approval of a memorial area and the naming of the Bowling Green East Little League Baseball complex in honor of Rick Kelley at Kereiakes Park. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 32 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 33

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) PROGRAM FUNDS IN AN AMOUNT UP TO \$1,800,000

Summary of Municipal Order No. 2023 – 33 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval to apply for a grant to the U.S. Department of Transportation Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Program funds in an amount up to \$1,800,000. He further said there was no match and the funds would be used for the Russellville Road corridor improvement project. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 33 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 34

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE KENTUCKY TRANSPORTATION CABINET FOR TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS IN THE AMOUNT OF \$422,755

Summary of Municipal Order No. 2023 – 34 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval to apply for a grant to the Kentucky Transportation Cabinet for Transportation Alternatives Program (TAP) funds in the amount of \$422,755. He said the grant required a 20% match and funding would be used to install a greenway known as the Creekwood Greenway extension to close the gap between Jennings Creek Elementary and Warren Elementary Schools. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 34 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 35

MUNICIPAL ORDER ACCEPTING AND ADOPTING THE BOWLING GREEN FIRE DEPARTMENT POLICY AND PROCEDURES MANUAL DATED FEBRUARY 2023

Summary of Municipal Order No. 2023 – 35 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval of the amended Bowling Green Fire Department Policy and Procedures Manual. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 35 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 36

MUNICIPAL ORDER ACCEPTING A DONATION FROM LOGAN ALUMINUM FOR DUNCAN HINES DAYS

Summary of Municipal Order No. 2023 – 36 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended acceptance of a donation in the amount of \$10,000 from Logan Aluminum for Duncan Hines Days. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 36 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 37

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF DR. HAROLD LITTLE TO THE BOWLING GREEN-WARREN COUNTY REGIONAL AIRPORT BOARD

Summary of Municipal Order No. 2023 – 37 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Alcott recommended the reappointment of Dr. Harold Little to the Bowling Green-Warren County Regional Airport Board. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 37 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 38

MUNICIPAL ORDER APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A MOTORCYCLE LEASE AGREEMENT WITH MOTOR SPORTS OF BOWLING GREEN, INC. FOR LEASE OF FOUR (4) STANDARD POLICE PACKAGE HARLEY-DAVIDSON MOTORCYCLES FOR THE SUM OF ONE DOLLAR (\$1.00) EACH

Summary of Municipal Order No. 2023 – 38 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval of the nineteenth year Motorcycle Lease Agreement with Motor Sports of Bowling Green, Inc. for the lease of four (4) police package motorcycles for the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 38 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 2
(Second Reading – Binding)
ORDINANCE AMENDING ZONING ORDINANCE

ORDINANCE AMENDING ARTICLES 1, 3, 4, 5, 6, 7 AND 8 AND
APPENDIX A OF THE ZONING ORDINANCE FOR THE CITY OF
BOWLING GREEN, KENTUCKY AS RECOMMENDED BY THE
CITY-COUNTY PLANNING COMMISSION

Title and summary of Ordinance No. BG2023 – 2 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for the second and binding reading of said Ordinance. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Ordinance No. BG2023 – 2 was adopted by unanimous vote.

WORK SESSION

A work session was held to discuss a proposed occupational tax increase. City Manager Jeff Meisel and Assistant City Manager/Chief Financial Officer Katie Schaller-Ward provided an overview of the City’s local tax dollar allocations, cost of doing business and historical data. It was further explained the cost of commodities such as concrete, asphalt, deicer, patrol vehicles, turnout gear, fertilizers and pool chemicals have greatly increased, as well as the growth of the City, which has led to the increased need for services and meeting demands. There was an occupational fee comparison of other cities similar to the City of Bowling Green, and Bowling Green’s occupational fee ranked the lowest, most being at 2%. In order to meet the needs identified by the Board of Commissioners through the Strategic Plan, which includes things such as: public transit enhancement, economic development, improved and expanded infrastructure, Riverfront Park development, workforce recruitment/retention and service level enhancements, the City needs to evaluate slightly increasing the occupational tax from 1.85% to 2%. City Manager Meisel said the increase would generate approximately \$5 million to the City’s General Fund and allow the City to provide the needed services and meet the growing demands. He further added if there was a fee increase, it would not go into effect until January 2024. The Board of Commissioners requested additional time to inform the public and requested feedback from citizens, and further recommended City staff publish the work session video on the website and social media. It was said a decision would need to be made and action taken by the Board of Commissioners, no later than June, in order to allow the Finance Department time to amend documents and processes, as well as educate the public.

PUBLIC COMMENTS

Following the regular agenda, Mayor Alcott opened the floor for any public comments. Jennifer Morlan, Hannah Barahona, Angie Anderson and John Doyle spoke about homelessness and squatters. Marhsall Beach expressed concerns and requested more information about the future Cave Mill Road project, as it would likely impact his property.

CLOSED SESSION

After a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 7:00 p.m. in closed session pursuant to KRS 61.810 (1) (b) as previously approved.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 7:20 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: March 7, 2023

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson