

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held MAY 15, 2018**

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 May 15, 2018. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Commissioner Brian "Slim" Nash, and all present recited the Pledge of Allegiance. Assistant City Manager/City Clerk Katie Schaller-Ward called the roll, and the following members were present: Commissioner Sue Parrigin, Commissioner Rick Williams, Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS & RECOGNITIONS

Mayor Wilkerson welcomed Jeff Meisel to his first official meeting as City Manager.

CITY MANAGER

At the request of City Manager Meisel, Public Works Director Greg Meredith reviewed a proposed change to the purchasing process to specify Kentucky Transportation Cabinet (KYTC) Prequalified Contractors for various construction projects. He indicated Public Works staff would determine which construction projects this prequalification would apply as bids are developed in order to get the right bidder for the right kind of work. Commissioner Williams expressed his support. Mr. Meredith responded to questions about the no-cost process to become prequalified with the State, the benefits with using the State's list, and the ability to ensure the bidder has the capacity to complete a project. Ms. Schaller-Ward stated notification of the prequalified contractor requirement would be posted on the City's website, with an email being sent out to registered bidders, and a notice placed in the local newspaper. Mr. Meisel emphasized some of the potential efficiencies to be achieved with this process. No objections were voiced regarding a trial period to begin immediately and formalizing policy changes later this fall.

APPROVAL OF MINUTES

Minutes of Regular Meeting May 1, 2018 and Special Meeting May 8, 2018

Minutes of the above-referenced meetings were distributed to the Board of Commissioners with the Agenda for their review. Motion was made by Parrigin and seconded by Williams to approve said minutes as written. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
 Voting Nay: None

Motion to approve the minutes of the regular meeting of May 1, 2018 and special meeting May 8, 2018 was approved by unanimous vote.

REGULAR AGENDA

ORDINANCE NO. BG2018 - 22

(Second Reading)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 23 (WATER AND SEWER)
OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES
RELATED TO WATER AND SEWER RATE ADJUSTMENTS AS
PROPOSED BY BOWLING GREEN MUNICIPAL UTILITIES
(BGMU)

Title and summary of Ordinance No. BG2018 - 22 was read by the Assistant City Manager/City Clerk. Motion was made by Williams and seconded by Nash for second reading of said Ordinance. Commissioner Williams reiterated this change was neutral to consumers and did not include any rate increases. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None

Ordinance No. BG2018 - 22 was adopted by unanimous vote.

ORDINANCE NO. BG2018 - 23

(Second Reading)

ORDINANCE RENAMING STREET

ORDINANCE APPROVING THE RENAMING OF OLD
LOUISVILLE ROAD TO RIVER STREET

Title and summary of Ordinance No. BG2018 - 23 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for second reading of said Ordinance. Following clarification of the actual roadway being renamed, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None

Ordinance No. BG2018 - 23 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 78

MUNICIPAL ORDER APPROVING THE CAREER PATH
ADVANCEMENT OF C. NICHOLAS HENDERSON, RUSSELL L.
SMITH AND BENJAMIN K. WRIGHT TO THE POSITION OF
OPERATIONS TECHNICIAN I IN THE PUBLIC WORKS
DEPARTMENT

Summary of Municipal Order No. 2018 - 78 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel reviewed the career path program and recommended the advancements since all requirements had been achieved. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None
Municipal Order No. 2018 - 78 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 79

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF
SARAH GRISE TO THE BOWLING GREEN MUNICIPAL
UTILITIES BOARD

Summary of Municipal Order No. 2018 - 79 was read by the Assistant City Manager/City Clerk. Motion was made by Williams and seconded by Denning for consideration of said Municipal Order. Mayor Wilkerson recommended the reappointment. With no other discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None
Municipal Order No. 2018 - 79 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 80

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A
GRANT APPLICATION TO THE U. S. DEPARTMENT OF
JUSTICE, BUREAU OF JUSTICE ASSISTANCE FOR THE
PURCHASE OF BULLETPROOF VESTS FOR THE POLICE
DEPARTMENT IN THE AMOUNT OF \$18,450

Summary of Municipal Order No. 2018 - 80 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended the grant submission which would cover up to 50% of the cost for approximately 41 new vests. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None
Municipal Order No. 2018 - 80 was approved by unanimous vote.

ORDINANCE NO. BG2018 - 24

(First Reading)

ORDINANCE AMENDING ZONING ORDINANCE

ORDINANCE AMENDING ARTICLES 1, 2, 3, 4, 5, 6, 7 AND 8
AND APPENDICES A AND B 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. BG2018 - 24 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for first reading of said Ordinance. Mayor Wilkerson indicated a detailed explanation regarding the proposed Zoning

Ordinance amendments was presented at the last Board meeting. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None

First reading of Ordinance No. BG2018 - 24 was approved by unanimous vote.

ORDINANCE NO. BG2018 - 25

(First Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A PORTION OF A TRACT OF LAND CONTAINING 5.87 ACRES FROM HB (HIGHWAY BUSINESS) TO LI (LIGHT INDUSTRIAL) LOCATED ON NASHVILLE ROAD, PRESENTLY OWNED BY J.G.L. PROPERTIES, LLC C/O GRANT LEWIS

Title and summary of Ordinance No. BG2018 -- 25 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for first reading of said Ordinance. Mayor Wilkerson stated this rezoning received a unanimous recommendation from the City-County Planning Commission. He asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None

First reading of Ordinance No. BG2018 - 25 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 81

MUNICIPAL ORDER APPROVING THE FISCAL YEAR 2019 STORMWATER MITIGATION PROGRAM LOCATIONS, INCLUDING DESIGN AND SURVEY AND AUTHORIZING THE CITY LAW DEPARTMENT TO NEGOTIATE THE PURCHASE OF PROPERTIES NECESSARY FOR THESE PROJECTS, AND FURTHER AUTHORIZING APPROPRIATE CITY OFFICIALS TO EXECUTE DEEDS, EASEMENTS AND OTHER DOCUMENTS RELATED TO LAND PURCHASES NECESSARY FOR THE PROJECTS

Summary of Municipal Order No. 2018 - 81 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Meisel identified the four locations - Kenton Street in the vicinity of Broadway and 13th Avenues; intersection of McCausland Avenue and Rodeo Lane; intersection of Kenton Street and 15th Avenue; and ditch improvements between Potter Avenue and Eric Avenue. He recommended approval to move forward with the projects using FY2019 funding. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None

Municipal Order No. 2018 - 81 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 82

MUNICIPAL ORDER ADOPTING MODERN AND ACCURATE
LEGAL DESCRIPTION OF TERRITORY PREVIOUSLY ANNEXED
BY ORDINANCE

Summary of Municipal Order No. 2018 - 82 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel stated this item and the next (Municipal Order No. 2018 - 83) related to administrative cleanup of legal descriptions for past annexations. Ms. Schaller-Ward confirmed the previous annexation ordinances remain in effect as this only applied to modern day mapping issues based on revised State statute requirements. Once the discussion ended, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2018 - 82 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 83

MUNICIPAL ORDER ADOPTING MODERN AND ACCURATE
LEGAL DESCRIPTION OF TERRITORY PREVIOUSLY ANNEXED
BY ORDINANCE

Summary of Municipal Order No. 2018 - 83 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. This item was discussed in conjunction with the previous Municipal Order No. 2018 - 82. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2018 - 83 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 84

MUNICIPAL ORDER APPROVING AMENDMENTS TO THE
COMMUNITY ACTION OF SOUTHERN KENTUCKY, INC.
PUBLIC TRANSIT AGREEMENT AND AGENCY APPROPRIATION
AGREEMENT TO INCREASE THE CITY'S PORTION OF THE
FISCAL YEAR 2018 PUBLIC TRANSIT FUNDING IN THE
AMOUNT OF \$75,320 TO PROVIDE MATCHING FUNDS FOR THE
FEDERAL TRANSIT ADMINISTRATION'S FUNDING

Summary of Municipal Order No. 2018 - 84 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal Order. Mayor Wilkerson stated an explanation was provided during a discussion at the last Board meeting. Meisel reviewed the need for additional funding and changes to in-kind donation allocation amounts. With no additional discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2018 - 84 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 85

MUNICIPAL ORDER APPROVING AND AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH THE COMMONWEALTH OF KENTUCKY, FINANCE AND ADMINISTRATION CABINET RELATED TO THE KENTUCKY WIRED NETWORK PROJECT

Summary of Municipal Order No. 2018 - 85 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. At the request of the City Manager, City Attorney Gene Harmon summarized the ten year agreement to allow use of the City's rights-of-way for the State's project and requirements to comply with the City's street cut ordinance language. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Williams, Denning, Nash and Wilkerson
Voting Nay: None

Municipal Order No. 2018 - 85 was approved by unanimous vote. Due to traffic constraints on I-65, Kentucky Communications Network Authority Executive Director Phillip Brown arrived after the vote was taken. At the request of the Mayor, Mr. Brown provided a brief overview of the State's project to install modern, high-speed capacity fiber throughout the Commonwealth for an open access fiber optic network called the Kentucky Wired Network, which was not in direct competition with private sector providers but rather to provide direct service to government agencies. He indicated a separate Pole Attachment Agreement was in place with Bowling Green Municipal Utilities (BGMU) to allow the fiber optic cable to be attached to utility poles, and the agreement with the City provided access to the rights-of-way. Mr. Brown also indicated the project would make its way to Bowling Green in 2019. In response to a question from Commissioner Williams, Mr. Brown stated it was too early to discuss any negotiations taking place with last mile providers at this time.

PRESENTATION OF CITY MANAGER BUDGET RECOMMENDATION

City Manager Jeff Meisel provided an overview of the recommended Fiscal Year 2018/2019 Annual Operating Budget. He stated there were no rate increases proposed in this budget for property taxes for the 11th consecutive year or the occupational fee for the 12th consecutive year. He also highlighted some of the key components of the budget recommendation, such as using previously saved money for some of the capital projects; putting \$1 million aside for a future level dollar amortization payment for the City's CERS unfunded liability to begin in FY2020; continuing efforts to support workforce development and incentivize the creation of new jobs; continuing to fund the Neighborhood Improvements, Stormwater Mitigation, New Sidewalk and Street Paving programs; improving traffic flow with proposed road projects; and using \$3 million of General Fund money to construct a new fire station on Lovers Lane to avoid the issuance of debt, with the Fire Improvement Fund paying back the loan over a ten to fifteen year period when it has the capacity to do so.

Assistant Chief Financial Officer Sean Weeks outlined the FY2019 revenue projections for All Funds in the total amount of \$125,078,101 and General Fund in the total amount of \$74,069,000, which were developed using a conservative approach and represented current growth trends. He stated All Funds revenues were up by 4.2% and General Fund revenues increased by 6.6% compared the FY2018 adopted budget. Assistant City Manager/City Clerk Katie Schaller-Ward provided a

summary of the proposed expenditure recommendations for All Funds totaling \$127,665,684 and indicated about \$2.6 million of previously saved money would be used for specific capital improvement projects. She also reported the total proposed General Fund expenditure budget was \$74,069,000 and included almost \$12 million in new and future capital improvement projects and purchases with no impact to fund balance. Ms. Schaller-Ward stated the General Fund operating budget, excluding capital improvements, was only up by \$2.4 million over the FY2018 adopted operating budget, with the proposed changes in personnel costs driving all of that amount.

Assistant Chief Financial Officer Erin Ballou presented the debt service requirements for FY2019, the amount of debt paid off since FY2009, and the projected General Fund fund balance level for FY2019. Human Resources Director Michael Grubbs summarized the recommendations related to personnel and the capital improvement program included in the FY2019 budget proposal. Ms. Schaller-Ward also provided a summary of the proposed agency funding amounts and confirmed a separate action of the Board would be required to officially allocate funds to each contract agency. Following the discussion, Ms. Schaller-Ward stated the first reading of an Ordinance adopting the FY2019 budget would be included on the agenda for the next Board meeting along with several other budget related items.

PUBLIC COMMENTS

Following the conclusion of the regular agenda and a brief recess, Mayor Wilkerson opened the floor for any public comments about items not included on the agenda. Jennifer Morlan spoke about several topics, including the peddler license being too much, wanting to expand the bus route out Lovers Lane at 5:00 p.m., establishing a suicide prevention class, needing grant writing classes and needing a fraud department in Police. She asked the Board of Commissioners to assist with setting up a meeting for her with the Public Transit provider and to join her in establishing a suicide prevention class.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:30 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: June 5, 2018

APPROVED: Bruce Wilkerson
Mayor, Chairman of Board of Commissioners

ATTEST: Katie Schaller-Ward
City Clerk

Minutes prepared by Assistant City Manager/City Clerk Katie Schaller-Ward