

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held June 1, 2021**

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 June 1, 2021. Mayor Todd Alcott called the meeting to order. An invocation was given by Father Basilio of St. Joseph Catholic Church and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeff Meisel recognized and congratulated Bowling Green Area Chamber of Commerce Chief Operating Officer Meredith Rozanski for recently being named the Hometown Hero.

APPROVAL OF MINUTES

Minutes of Regular Meeting May 18, 2021.

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

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

Motion to approve the minutes of the regular meeting of May 18, 2021 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2021 – 76

MUNICIPAL ORDER AUTHORIZING CONTINUATION OF
COVERAGE BY SUN LIFE FOR EMPLOYEE HEALTH CARE
SPECIFIC STOP-LOSS INSURANCE COVERAGE FOR FISCAL
YEAR 2022

Summary of Municipal Order No. 2021 – 76 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to continue employee health care specific stop-loss insurance coverage for Fiscal Year 2022 with Sun Life. Human Resources Director Erin Hulse responded to a question from Commissioner Hill about local proposals, and it was confirmed there were no local companies to respond as the stop-loss coverage is specialized. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 76 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 77

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING THE PURCHASE OF IN-CAR CAMERAS FOR THE POLICE DEPARTMENT FROM SAFE FLEET LAW ENFORCEMENT, A PARENT COMPANY OF COBAN TECHNOLOGIES, INC. OF HOUSTON, TEXAS, AND THE PURCHASE OF RELATED EQUIPMENT IN THE AMOUNT OF \$74,770

Summary of Municipal Order No. 2021 – 77 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended the purchase of in-car cameras and related equipment through sole source with COBAN Technologies, Inc. for the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 77 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 78

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-31 FOR FIXED ROUTE AND PARATRANSIT DISPATCHING AND SCHEDULING SOFTWARE FROM TRANSLOC, INC. OF DURHAM, NORTH CAROLINA IN THE AMOUNT OF \$160,112.25

Summary of Municipal Order No. 2021 – 78 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel stated the fixed route and paratransit dispatching and scheduling software bid was evaluated and two (2) proposals were received. He recommended to award the bid to TransLoc, Inc. Following a question, RATP Dev USA Transit Manager Robert Gill provided an overview of the software. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 78 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 79

MUNICIPAL ORDER AUTHORIZING THE CONTINUATION OF A CONTRACT FOR TRANSIT MANAGEMENT AND OPERATIONAL SERVICES WITH THE MANAGEMENT SERVICES FROM RATP DEV USA OF FORT WORTH, TEXAS FOR AN ANNUAL AMOUNT OF \$221,146.97, AND THE OPERATIONAL SERVICES FROM COMMUNITY ACTION OF SOUTHERN KENTUCKY OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$75.71 PER REVENUE HOUR

Summary of Municipal Order No. 2021 – 79 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval to continue the contract for transit management services from RATP Dev USA and operation

services from Community Action of Southern Kentucky. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 79 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 80

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION AND ACCEPTANCE OF A GRANT APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION FOR FEDERAL FISCAL YEAR 2021 TRANSPORTATION ASSISTANCE UNDER THE SECTION 5307 AND 5339 PROGRAMS

Summary of Municipal Order No. 2021 – 80 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 submission and acceptance of the Federal Fiscal Year 2021 Transportation Assistance under the Section 5307 and 5339 Programs. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 80 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 81

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION THROUGH THE KENTUCKY FIRE COMMISSION TRAINING FACILITY GRANT PROGRAM IN AN AMOUNT UP TO \$205,600 FOR THE PURCHASE OF A LIVE-TRAINING UNIT FOR THE FIRE DEPARTMENT

Summary of Municipal Order No. 2021 – 81 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 submit the grant application for a live-training unit for the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 81 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 82

MUNICIPAL ORDER ACCEPTING AND RATIFYING ACTIONS OF CITY OFFICIALS IN EXECUTING AN AIRPORT CORONAVIRUS RELIEF GRANT PROGRAM GRANT AGREEMENT AMONG THE BOWLING GREEN-WARREN COUNTY REGIONAL AIRPORT BOARD, THE CITY OF BOWLING GREEN, WARREN COUNTY AND THE FEDERAL AVIATION ADMINISTRATION

Summary of Municipal Order No. 2021 – 82 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended acceptance and ratifying of actions by the Mayor and City officials for the Airport Coronavirus Relief Grant Program Grant Agreement between the City, Airport Board, Warren County and Federal Aviation Administration. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 82 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 23
(First Reading – Non-Binding)
ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF AN UNIMPROVED
RIGHT-OF-WAY FORMERLY KNOWN AS MAIN STREET ROAD
LOCATED BETWEEN THE INTERSECTION OF OLD BARREN
RIVER ROAD AND VETERANS MEMORIAL LANE

Title and summary of Ordinance No. BG2021 – 23 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 reviewed the recommendation from the City-County Planning Commission to close an unimproved right-of-way between the intersection of Old Barren River Road and Veterans Memorial Lane. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2021 – 23 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 24
(First Reading – Non-Binding)
ORDINANCE ADOPTING ANNUAL CITY BUDGET

ORDINANCE ADOPTING THE CITY OF BOWLING GREEN,
KENTUCKY ANNUAL OPERATING BUDGET FOR FISCAL YEAR
BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022, BY
ESTIMATING REVENUES AND APPROPRIATING FUNDS FOR
THE OPERATION OF CITY GOVERNMENT

Title and summary of Ordinance No. BG2021 – 24 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for the first and non-binding reading of said Ordinance. Meisel recognized the hard work from the Budget Team and recommended approval of the Annual Operating Budget for Fiscal Year 2022. Commissioner Parrigin recognized Warren County Drug Task Force, a City Agency, and Director Tommy Loving, for all the hard work and dedication to the community. Mayor Alcott discussed how he would like to address the topics of homelessness and housing, and agreed to take the lead on planning a future work session with key agencies that handle the homeless population. He believed without further information, there was no reason to recommend amendments to the budget at this time. Parrigin stated she would be in agreement to hearing from other agencies to see what the City could do to assist. Commissioners Bailey and Beasley-Brown expressed desire to seek solutions for homelessness and would like for the City to set aside funds to address homelessness and

affordable housing. Commissioner Beasley-Brown made a motion to add addressing homelessness to the Strategic Plan summary, seconded by Commissioner Bailey. It was clarified an amendment to the budget was not necessary for the Strategic Plan summary document, as it could be done administratively with a majority of the Board of Commissioners in agreement. There was a majority in agreement to amend the summary in the budget document to add homelessness as a 2021/2022 Top Priority. Beasley-Brown and Bailey withdrew the motion and second. Beasley-Brown proposed the idea of the City creating a new staff position, similar to the Downtown Development Coordinator, to create goals and objectives and a strategic plan to address homelessness, seconded by Bailey. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward explained if amendments were made to the Fund Balance, there would no longer be a balanced budget. Beasley-Brown further clarified she would like the money to come from contingency funds, therefore avoiding an unbalanced budget. In addition, Schaller-Ward indicated any money used from contingency would not change the recommended budget, therefore no amendment was necessary. Beasley-Brown and Bailey withdrew the motion and second. After some further discussion, it was determined once more research and information was obtained, an amendment to the Classification Pay Schedule could be addressed at a later date, upon Board of Commissioner approval. Once discussion concluded, a roll call vote was taken.

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

First reading of Ordinance No. BG2021 – 24 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 25
(First Reading – Non-Binding)

ORDINANCE RELATING TO CLASSIFICATION/PAY SCHEDULES

ORDINANCE AMENDING THE CLASSIFICATION/PAY SCHEDULES “G” FOR GENERAL CLASSIFIED, “F” FOR FIRE, “P” FOR POLICE, “D” FOR DEPARTMENT HEAD / MANAGEMENT AND “U” FOR UNCLASSIFIED PART-TIME EMPLOYEES, AND AUTHORIZING PAY INCREASES FOR FISCAL YEAR 2022

Title and summary of Ordinance No. BG2021 – 25 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for the first and non-binding reading of said Ordinance. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2021 – 25 was approved by unanimous vote.

PUBLIC COMMENTS

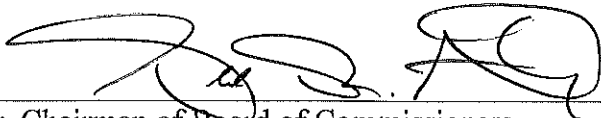
Following the regular agenda, Mayor Alcott opened the floor for any public comments. Megan Bailey, De'inara Carter and Laura Harper Knight spoke in support of the City of Bowling Green offering affordable housing and assistance with homelessness, and submitted a petition related to housing.

ADJOURNMENT

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

(Minutes-Board of Commissioners-June 1, 2021)

ADOPTED: June 15, 2021

APPROVED: 

Mayor, Chairman of Board of Commissioners

ATTEST: 

City Clerk

Minutes prepared by City Clerk Ashley Jackson