

AGENDA
BOARD OF COMMISSIONERS
CITY OF BOWLING GREEN, KENTUCKY
REGULAR MEETING - CITY HALL
November 5, 2019, 4:30 p.m.

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

ROLL CALL

AWARDS & RECOGNITIONS

CITY MANAGER COMMENTS

APPROVAL OF MINUTES Regular Meeting October 15, 2019

ITEMS FOR CONSIDERATION:

1. Municipal Order No. 2019 – 184 Municipal Order approving the promotions of Chad Doughty to the position of Civil Engineer II and Nicholas Lawhon to the position of Environmental Compliance Coordinator in the Public Works Department (Filed 10/30/2019, 12:00 p.m.)

2. Municipal Order No. 2019 – 185 Municipal Order approving the probationary appointment of Justin Vincent to the position of Parks Facility Maintainer in the Cemetery Division of the Parks and Recreation Department (Filed 10/29/2019, 8:50 a.m.)

3. Municipal Order No. 2019 – 186 Municipal Order approving the reappointments of Chuck Glass and Cardine Harrison and appointments of Julio Kabwebwe and Destiny O’Roarke to the Workforce Recruitment and Outreach Committee (Filed 10/30/2019, 11:45 a.m.)

4. Municipal Order No. 2019 – 187 Municipal Order authorizing the purchase of Titleist golf products for CrossWinds, Paul Walker and RiverView Golf Courses through noncompetitive negotiations with Titleist of Chicago, Illinois in an amount not to exceed \$80,000 (Filed 10/30/2019, 11:30 a.m.)

5. Municipal Order No. 2019 – 188 Municipal Order authorizing and accepting negotiations after sealed bidding for Bid #2020-08 for the construction of a new fire station from Wehr Constructors, Inc. of Bowling Green, Kentucky in the total amount of \$3,999,770 (Filed 10/30/2019, 11:30 a.m.)

6. Municipal Order No. 2019 – 189 Municipal Order authorizing a contract through noncompetitive negotiations with Vaughn & Melton Consulting Engineers, Inc. of Lexington, Kentucky for Downtown Streetscape Improvements, Phase II in the amount of \$264,972 (Filed 10/30/2019, 11:30 a.m.)

7. Municipal Order No. 2019 – 190 Municipal Order accepting the City of Bowling Green, Kentucky Comprehensive Annual Financial Report for the period ended June 30, 2019 as prepared by the Department of Finance and audited by Mountjoy Chilton Medley CPAs & Advisors, LLP (Filed 10/30/2019, 7:30 a.m.)

8. Ordinance No. BG2019 – 47
 (First Reading) **ORDINANCE REZONING REAL ESTATE**
 Ordinance rezoning tracts of land containing 1.1140 acre from RM-2 (Two-Family Residential) to GB (General Business) located at 0, 1024, 1028 and 1032 Kenton Street and 1023, 1027, 1031 and 1033 Greenwood Alley, presently owned by CSR BG Investments, LLC c/o Chris Robertson (Filed 10/07/2019, 12:00 p.m.)

9. Ordinance No. BG2019 – 48
 (First Reading) **ORDINANCE REZONING REAL ESTATE**
 Ordinance rezoning two tracts of land containing 0.35 acre from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential) located at 0 and 1640 Curd Drive, presently owned by Fritz Real Estate Holdings, LLC (Filed 10/08/2019, 1:45 p.m.)

10. Ordinance No. BG2019 – 49
 (First Reading) **ORDINANCE REZONING REAL ESTATE**
 Ordinance rezoning tracts of land containing 11.24 acres from HB (Highway Business) and F (Floodplain) to RM-4 (Multi-Family Residential) and F (Floodplain) located at 0 Cave Mill Station Boulevard, presently owned by Cave Mill Station, LLC with Cave Mill II, LLC as contract vendee (Filed 10/17/2019, 4:30 p.m.)

(Agenda-November 5, 2019)

11. Municipal Order No. 2019 – 191 Municipal Order approving an amendment to a grant agreement from the Commonwealth of Kentucky Transportation Cabinet for Transportation Alternatives Program (TAP) funds in the amount of \$70,226 (Filed 10/29/2019, 9:30 a.m.)

12. Municipal Order No. 2019 – 192 Municipal Order authorizing the acceptance of a grant through the Kentucky Fire Commission Training Facility Grant Program in the amount of \$67,000 for the purchase of a fire vent training prop for the Fire Department (Filed 10/29/2019, 9:30 a.m.)

13. Municipal Order No. 2019 – 193 Municipal Order approving revisions to the Employee Medical Benefit Plan for employees of the City of Bowling Green (Filed 10/29/2019, 7:30 a.m.)

14. Municipal Order No. 2019 – 194 Municipal Order approving and authorizing out-of-town travel expenses for City Manager Jeffery Meisel to attend the International City/County Management Association Conference in Nashville, Tennessee (Filed 10/28/2019, 10:00 a.m.)

15. Ordinance No. BG2019 – 50
 (First Reading) **ORDINANCE AMENDING CODE OF ORDINANCES**
 Ordinance amending Chapter 15 (Business and General Regulations) of the City of Bowling Green Code of Ordinances to add Subchapter 15-8 (Regulation of Mobile Food Vendors and Pushcarts on Public Rights-of-Way) and Chapter 27 (Property Code), Subchapter 27-8 (Penalties) related to mobile food units and pushcarts (Filed 10/22/2019, 9:00 a.m.)

16. Ordinance No. BG2019 – 45
 (Second Reading) **ORDINANCE RENAMING STREET**
 Ordinance approving the renaming of a portion of Beauty Avenue to Maintenance Avenue

17. Ordinance No. BG2019 – 46
 (Second Reading) **ORDINANCE RELATING TO BUDGET AMENDMENT**
 Ordinance approving Amendment Number One to the City of Bowling Green, Kentucky Annual Operating Budget for Fiscal Year 2020

(Agenda-November 5, 2019)

18. Municipal Order No. 2019 – 195 Municipal Order acknowledging receipt of the Investigation Report and Settlement Agreement and further acknowledging the Settlement Agreement resolves and concludes the ethics investigation involving Commissioner Brian “Slim” Nash (Filed 10/23/2019, 7:30 a.m.)

PUBLIC COMMENTS

NEXT SCHEDULED MEETING November 19, 2019

ADJOURNMENT

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held OCTOBER 15, 2019**

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 October 15, 2019. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Fire Department Chaplain Kevin Lashley and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Sue Parrigin, Commissioner Dana Beasley-Brown, Commissioner Brian "Slim" Nash and Mayor Bruce Wilkerson. Absent: Commissioner Joe W. Denning. There was a quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeffery B. Meisel had no comments at this time.

APPROVAL OF MINUTES

Minutes of Regular Meeting October 1, 2019.

Minutes of the above-referenced meeting was distributed to the Board of Commissioners with the Agenda for review. Motion was made by Parrigin and seconded by Beasley-Brown 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, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Motion to approve the minutes of the regular meeting of October 1, 2019 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2019 - 172

**MUNICIPAL ORDER APPROVING THE PROMOTION OF KEVIN
LASHLEY TO THE POSITION OF COMPANY COMMANDER IN
THE FIRE DEPARTMENT**

Summary of Municipal Order No. 2019 - 172 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Fire Chief Jason Colson reviewed and recommended the promotion. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 - 172 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 173

**MUNICIPAL ORDER APPROVING THE PROMOTIONS OF
DONNITA WEEKS AND EMILEE WOODS TO THE POSITION OF
IT MANAGER IN THE INFORMATION TECHNOLOGY
DEPARTMENT**

Summary of Municipal Order No. 2019 – 173 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Chief Information Officer Lynn Hartley reviewed and recommended the promotions. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 173 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 174

**MUNICIPAL ORDER APPROVING THE PROMOTION OF DAVID
DELP TO THE POSITION OF OPERATIONS DIVISION MANAGER
IN THE PUBLIC WORKS DEPARTMENT**

Summary of Municipal Order No. 2019 – 174 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Public Works Director Greg Meredith reviewed and recommended the promotion. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 174 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 175

**MUNICIPAL ORDER APPROVING THE REAPPOINTMENTS OF
BETH HELTSLEY AND CONNIE PITTMAN TO THE BOWLING
GREEN COMMUNITY TREE ADVISORY BOARD**

Summary of Municipal Order No. 2019 – 175 was read by the City Clerk. Motion was made by Nash and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Wilkerson recommended the two reappointments to the Tree Advisory Board. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 175 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 176

**MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2020-23 FOR PANASONIC VIDEO MANAGEMENT EQUIPMENT**

FROM JBK NETWORK CONSULTING, LTD OF BOWLING
GREEN, KENTUCKY IN THE AMOUNT OF \$50,080.44

Summary of Municipal Order No. 2019 – 176 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 176 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 177

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2019-14 FOR SMALLHOUSE ROAD TURN LANE
IMPROVEMENTS FROM SCOTTY'S CONTRACTING AND
STONE, LLC OF BOWLING GREEN, KENTUCKY IN THE
AMOUNT OF \$75,797.19

Summary of Municipal Order No. 2019 – 177 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid. In response to a question, Public Works Director Greg Meredith said curb was not included in the bid but could be considered in the future. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 177 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 178

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2020-25 FOR FISCAL YEAR 2020 STREET OVERLAY FROM
SCOTTY'S CONTRACTING AND STONE, LLC OF BOWLING
GREEN, KENTUCKY IN THE AMOUNT OF \$1,701,351.50, AND
FURTHER AUTHORIZING STAFF TO ADD ADDITIONAL
STREETS TO THIS UNIT PRICE BID FOR A TOTAL PROJECT
AMOUNT NOT TO EXCEED \$2,000,000

Summary of Municipal Order No. 2019 – 178 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval of the street overlay project which includes 18.45 miles of paving and 23 handicapped ramp replacements, and further allow for staff to add additional streets in an amount not exceed \$2,000,000. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 178 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 179

**MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A
GRANT FROM THE U.S. DEPARTMENT OF JUSTICE, BUREAU
OF JUSTICE ASSISTANCE THROUGH THE BULLETPROOF VEST
PARTNERSHIP PROGRAM IN THE AMOUNT OF \$12,531.54**

Summary of Municipal Order No. 2019 – 179 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended acceptance of the grant with a 50% match for the purchase of thirty (30) vests. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 179 was approved by unanimous vote.

ORDINANCE NO. BG2019 – 45

(First Reading)

ORDINANCE RENAMING STREET

**ORDINANCE APPROVING THE RENAMING OF A PORTION OF
BEAUTY AVENUE TO MAINTENANCE AVENUE**

Title and summary of Ordinance No. BG2019 - 45 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for first reading of said Ordinance. Meisel stated this renaming was a request by the City's Parks and Recreation Department and explained the Parks maintenance facility was the only property located off of the dead end street and no other property owner approvals were required. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

First reading of Ordinance No. BG2019 - 45 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 180

**MUNICIPAL ORDER AUTHORIZING PAYMENT TO THE
WARREN COUNTY PROPERTY VALUATION ADMINISTRATOR
FOR FISCAL YEAR 2020**

Summary of Municipal Order No. 2019 – 180 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended the payment to the Warren County PVA. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 180 was approved by unanimous vote.

ORDINANCE NO. BG2019 – 46
(First Reading)
ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER ONE TO THE
CITY OF BOWLING GREEN, KENTUCKY ANNUAL OPERATING
BUDGET FOR FISCAL YEAR 2020

Title and summary of Ordinance No. BG2019 - 46 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for first reading of said Ordinance. Meisel recommended approval of the first budget amendment to the Fiscal Year 2020 budget. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

First reading of Ordinance No. BG2019 - 46 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 181

MUNICIPAL ORDER AUTHORIZING A TAX-EXEMPT LOAN IN
THE AMOUNT OF \$1,531,518 WITH J.P. MORGAN CHASE BANK,
N.A. IN ORDER TO PROVIDE FINANCING FOR TWO (2) FIRE
TRUCKS.

Summary of Municipal Order No. 2019 – 181 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. At the request of the City Manager, Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reviewed and recommended approval of the tax-exempt loan at a fixed interest rate of 1.95% in the amount of \$1,531,518 to finance two (2) fire trucks. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None

Municipal Order No. 2019 – 181 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 182

MUNICIPAL ORDER APPROVING TAX INCREMENT FINANCING
DISTRICT SUMMARY OF 2018 INCREMENTAL REVENUE AND
AUTHORIZING DISTRIBUTIONS TO THE APPROPRIATE
RECIPIENTS

Summary of Municipal Order No. 2019 – 182 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward acknowledged the work of Assistant Chief Financial Officer Sean Weeks for examining and preparing the summary information. She reported the calculated 2018 incremental revenues were \$1,420,298 within the project area with the amount of \$1,136,238 (80%) to Warren County Downtown Economic Development Authority and other entities, and the City retained 20%, for an amount of \$284,060. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None
Municipal Order No. 2019 – 182 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 183

MUNICIPAL ORDER APPROVING AND AUTHORIZING OUT-OF-TOWN TRAVEL EXPENSES FOR CITY MANAGER JEFFERY MEISEL TO ATTEND THE KENTUCKY LEAGUE OF CITIES CONFERENCE IN COVINGTON, KENTUCKY

Summary of Municipal Order No. 2019 – 183 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None
Municipal Order No. 2019 – 183 was approved by unanimous vote.

ORDINANCE NO. BG2019 – 43

(Second Reading)

ORDINANCE AMENDING ZONING ORDINANCE

ORDINANCE AMENDING ARTICLES 1, 3, 4 AND 5 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. BG2019 - 43 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for second reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None
Ordinance No. BG2019 - 43 was adopted by unanimous vote.

ORDINANCE NO. BG2019 – 44

(Second Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A PORTION OF TWO TRACTS OF LAND CONTAINING 1.053 ACRE FROM RS-1A (SINGLE FAMILY RESIDENTIAL) TO RS-1D (SINGLE FAMILY RESIDENTIAL) LOCATED AT 2929 SMALLHOUSE ROAD, PRESENTLY OWNED BY JAMES AND SALLY BROWN

Title and summary of Ordinance No. BG2019 - 44 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for second reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Nash and Wilkerson
 Voting Nay: None
 Ordinance No. BG2019 - 44 was adopted by unanimous vote.

WORK SESSION

Discuss proposed revisions to the Employee Medical Benefit Plan. Benefits Manager Lori Gray provided a presentation of new benefits, new plan designs and an additional medical plan. She explained Genetics4Health would be a new voluntary benefit to offer genetic testing to evaluate a person's genes to allow the healthcare provider to better tailor drug therapy to suit the unique needs of their body. She also reviewed the proposal to change from Symetra to Minnesota Life Group Term Life Insurance with all current coverage being grandfathered and remain the same. The Health Reimbursement Account (HRA) for retirees does not include a timeframe to use the funds, however it was proposed retirees would have 24 months from date of retirement to use the funds in the HRA account. Also, the Prescription Drug Plan proposal included the City's new Pharmacy Benefits Manager as TrueRx and a new co-pay structure was reviewed. An additional medical plan was discussed and it would be referred to as Reference Based Pricing (RBP). The RBP does not use a provider network to reduce costs, but the plan pays providers a fair and reasonable fee for services, which allows the member to seek treatment from any provider. In addition, the plan would not be based on deductibles, rather it would be a copayment plan. The advantages of the RBP were reviewed and said to provide members the freedom to use any provider, direct contracting with providers for reduced bill rate, savings of 20%-30% compared to the current plan and balance bills would be rare and settled through negotiation. Ms. Gray further explained the copayment structure, as well as the new premiums.

Discuss proposed amendments to Chapter 5 (Animals) of the City of Bowling Green Code of Ordinances. Director of the Bowling Green Warren County Humane Society Lorri Hare spoke about ways to manage the feral cat population in the community. She discussed the trap, neuter and return (TNR) program which was proven to be effective. She also explained the shelter, neuter and return (SNR) program was another option and described if a stray cat was brought into the Humane Society it is spayed, neutered, chipped, ear tipped and if healthy, the cat would be released into society. The goal of the community cat programs would be to decrease strays and assist the City and County's Animal Control Offices with battling this ongoing issue. Ms. Hare confirmed she wants the Humane Society to take charge of educating the public and being a primary point of contact, which in return should eliminate the number of calls received by Animal Control offices. The Best Friends Animal Society Attorney Akisha Townsend Eaton made some remarks and following further discussion, it was determined no amendments would be required to Chapter 5 (Animals) of the City of Bowling Green Code of Ordinances at this time. Furthermore, the Board of Commissioners agreed to start the program on a trial bases and requested the Humane Society report back on the progress, and if needed Chapter 5 (Animals) could be amended at a later time.

PUBLIC COMMENTS

Following the regular agenda, Mayor Wilkerson opened the floor for any public comments about items not included on the agenda. Jennifer Morlan encouraged the Board of Commissioners to partake in fasting with her church and spoke in support of a fairness ordinance. Francis Wilson believed there are prevalent issues in the area to include jobs out of college, no money for business

start-ups, fairness, minimum wage, rent rising too fast, rampant development in low income areas not regulated, and rising student poverty and homelessness.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:25 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

Minutes prepared by City Clerk Ashley Jackson

MUNICIPAL ORDER NO. **2019 - 184**

MUNICIPAL ORDER APPROVING THE
PROMOTIONS OF CHAD DOUGHTY TO THE
POSITION OF CIVIL ENGINEER II AND NICHOLAS
LAWHON TO THE POSITION OF ENVIRONMENTAL
COMPLIANCE COORDINATOR IN THE PUBLIC
WORKS DEPARTMENT

BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

In accordance with recommendation by the City Manager, pursuant to Section 2-3.05(c) of the City
Code of Ordinances and KRS 83A.150, the following promotions are hereby confirmed and ratified:

PUBLIC WORKS DEPARTMENT

Promotion	Chad Doughty	Civil Engineer II
Promotion	Nicholas Lawhon	Environmental Compliance Coordinator

This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/30/2019, 12:00 p.m.



MEMORANDUM

TO: Jeff Meisel, City Manager

FROM: Erin Hulseley, Human Resources Director

DATE: October 30, 2019

SUBJECT: Promotions, Public Works Department

I am recommending Chad Doughty for promotion to Civil Engineer II, and Nicholas Lawhon for promotion to Environmental Compliance Coordinator, both positions within the Public Works Department.

The vacancy for Civil Engineer II was created by the resignation of Mark Absher. The primary responsibilities include; new site development plan review for compliance with applicable regulations and ordinances, citizen request response related to traffic and transportation concerns, and engineering support with respect to capital improvement projects. The position requires a Kentucky Licensed Professional Engineer and 4 – 8 years of engineering or project management experience.

This vacant position was not advertised because the Division Managers and Department Head recognized that a replacement was already employed and prepared to take on the new responsibilities for this position. Chad is currently employed in our Environmental Compliance Division. He is a licensed Professional Engineer and received his Bachelor of Science from WKU in Civil Engineer with an emphasis in transportation. Prior to being employed with the City, Chad was employed for 6 years with private engineering firms, developing site plans and specifications for area development. He has assisted City engineering staff with design and construction plan development for capital improvements. In this new role Chad will continue to provide water quality plan review while incorporating storm water management and traffic/transportation regulation oversight.

Chad's promotion creates a vacancy for the position of Environmental Compliance Coordinator. The Environmental Compliance Coordinator is a vital position for the City's compliance with our SMS4 permit with the state. The position reports to the Environmental Manager and is responsible for reviewing all construction permit applications for compliance with local, state, and federal standards regarding water quality. The position organizes the collection and utilization of data to determine surface and subsurface flow characteristics for the implementation of development policies citywide. The position also interfaces with the public and regulated community through enforcing our illicit discharge ordinance, as well as assisting with reporting and compliance documentation for our various environmental permits.

This position was not advertised for the same reasons as the above position. Nicholas Lawhon is being recommend for promotion to this position. Nick was hired by the City in January 2019 to the Environmental Technician position. He has a Master of Science degree from WKU in Geoscience with a Hydrology and Geomorphology track and a Bachelor of Science degree in Geography with an Environmental and Sustainable Development track. Nick is also a Professional Geologist. Prior to being employed with the City, Nick worked for the Kentucky Department of Natural Resources as an Environmental Scientist.

The City is lucky to have such highly qualified individuals already on staff to fill this new roles. Please let me know if you have any questions.

MUNICIPAL ORDER NO. 2019 - 185

MUNICIPAL ORDER APPROVING THE
PROBATIONARY APPOINTMENT OF JUSTIN
VINCENT TO THE POSITION OF PARKS FACILITY
MAINTAINER IN THE CEMETERY DIVISION OF
THE PARKS AND RECREATION DEPARTMENT

BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

In accordance with recommendation by the City Manager, pursuant to Section 2-3.05(c) of the City Code of Ordinances and KRS 83A.150, the following probationary appointment is hereby confirmed and ratified.

PARKS AND RECREATION DEPARTMENT

Appointment

Justin Vincent

Parks Facility Maintainer

This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/29/2019, 8:50 a.m.

MEMORANDUM

TO: Jeff Meisel, City Manager

FROM: Erin Hulsey, Human Resources Director

DATE: October 29, 2019

SUBJECT: Appointment – Parks Facility Maintainer, Cemetery Division

I am recommending the appointment of Justin Vincent to the position of Parks Facility Maintainer in the Cemetery Division. This vacancy was created by the promotion of Joseph Schmidt to Code Enforcement Inspector at NCS. The person in this position assists with all maintenance functions, including burials, within the Cemetery Division.

This job was advertised internally and we received six applications. The interview panel consisted of Cathy Maroney, Mitchell Davenport, Tiger Tooley and Brent Belcher. They have selected Justin Vincent to fill this vacancy.

Justin has worked in the Cemetery Division since March 2019, in a part time/seasonal capacity. Throughout his seasonal employment, Justin has exhibited high job performance. He accepts additional responsibilities, is willing to learn, and is relied upon as a hard working member of the cemetery staff. Prior to working with the Parks Department he was a Residential Group Coach for Journey Pure, a substance abuse treatment center, where he provided supervision and support to residents. Justin has also worked as a motor technician, manufacturing specialist, and an underground miner.

City of Bowling Green Online Application

Vincent, Justin - AppNo: 7964

Date Submitted: 9/23/2019

Internal Candidate

Personal Data

Name: Mr. Justin A Vincent
(Title) (First) (Middle Name) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Employment Desired

Closed Vacancy Desired:

JobID: 478

City of Bowling Green Jobs: PARKS FACILITY MAINTAINER -
Cemetery Division (Parks & Recreation ONLY) at Parks & Recreation
- Cemetery Maintenance

**Date Last
Submitted**

9/23/2019

**Experience in
Similar Positions**

3 years

Experience

Give complete record of employment history including part-time work, military service and volunteer service. Start with your present or most recent position and work back.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
City of Bowling Green Cemetery Labor					
Date From - Date To:	03/2019 -	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Seasonal Job				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	I am responsible for: mowing and trimming facility grounds; trash collection; leaf pick-up; preparing for funeral services; minor building and equipment repairs; cleaning restrooms, storage rooms and offices.				

City of Bowling Green Online Application

Vincent, Justin - AppNo: 7964

Date Submitted: 9/23/2019

Internal Candidate

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Journey Pure Residential Group Coach					
Date From - Date To:	09/2018 - 01/2019	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:					
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	I was a Residential Group Coach for a substance abuse treatment center. My duties included providing general supervision to residential clients, maintaining house rules/curfew, assisting clinician with group needs and activities; I worked with clients with identifying and resolving personal and environmental obstacles and motivating clients to continue in treatment of addiction and recovery. I also transported clients to other facilities for additional treatments.				

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
The Cee Bee Food Store Grocery Clerk					
Date From - Date To:	02/2017 - 06/2018	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Career Change				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	<p>I was responsible and performed the following duties:</p> <ul style="list-style-type: none"> Provided a high level of prompt and friendly customer service. Received product deliveries, ensuring order and invoice accuracy. Assisted with receiving, unloading, stocking, filling and rotating merchandise.. Maintained back-stock areas according to department standards. Assisted in building displays and kept shelves fully stocked and tidy. Assisted with training other staff as needed. Assists with front end duties as needed (cashiering, bagging, cart runs, etc.) 				

City of Bowling Green Online Application

Vincent, Justin - AppNo: 7964

Date Submitted: 9/23/2019

Internal Candidate

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Flanders Electric Motor Services AC/DC Motor Technician					
Date From - Date To:	07/2015 - 08/2016	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Laid off				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	I diagnosed problems, disassembled, and reassembled AC and DC motors for servicing and repairs. Removed, inspected and cleaned endbells and rotors. Removed and reinstalled bearings. Inspected and installed seat brusher. Cleaned and inspected brush holders. Adjusted spring pressure. Performed operational test on motors. Operated acetylene cutting torch and mig welder. Operated forklift Completed High Voltage Arc-Flash Training.				

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Aisin MFG Manufacturing Specialist					
Date From - Date To:	10/2013 - 06/2015	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Career Change				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	I worked on an assembly line assisting with the manufacturing quality auto parts. Maintained production line flow while following standardized work instructions. Maintained line functionality and safe operation.				

City of Bowling Green Online Application

Vincent, Justin - AppNo: 7964

Date Submitted: 9/23/2019

Internal Candidate

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Aisin MFG Manufacturing Specialist					
Date From - Date To:	10/2013 - 06/2015	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Career Change				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	I worked on an assembly line assisting with the manufacturing quality auto parts. Maintained production line flow while following standardized work instructions. Maintained line functionality and safe operation.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
American Coal Company Underground Miner					
Date From - Date To:	11/2011 - 09/2013	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Safer work conditions				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments & Equipment/Machines Used at this Position	At New Future Mine I have had the opportunity to perform a variety of mining duties in an underground coal mine that include: Assessable and maintained the conveyor belt system for moving coal. Installed timbering, roof bolts, and cribs, to support walls and roof. Operated and maintained rock dusting equipment. Operated a mantrip for transporting miners Operated a ram car transporting coal to the conveyor belt. Operated a forklift. Maintain records for safety. Member of the Fire Brigade and Rescue Team.				

City of Bowling Green Online Application

Vincent, Justin - AppNo: 7964

Date Submitted: 9/23/2019

Internal Candidate

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Timberline Fisheries Security/Maintenance					
Date From - Date To:	07/2011 - 11/2011	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	career change				
May we contact this employer?	Yes				
Responsibilities/Accomplishments & Equipment/Machines Used at this Position	I monitored and inspected all vehicles entering and leaving the production area and maintain a gate log. I was responsible for disinfecting all delivery vehicles entering the cricket production area to prevent the spreading of the cricket paralyzes virus. I greeted and assisted customers with there orders and directed customers to the proper department. I monitored and adjusted the climate control systems, such as air conditioning, furnace for all buildings and the water temperature and purification systems for the production areas. I maintained the security fence and assisted with the mowing and trimming of the facilities.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
John A. Logan College Campus Safety Officer					
Date From - Date To:	09/2007 - 07/2011	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	Hours were cut back				
May we contact this employer?	Yes				
Responsibilities/Accomplishments & Equipment/Machines Used at this Position	I was responsible for providing the safety and security for college students, faculty, staff, and college properties. My duties include patrolling assigned areas on foot or by vehicle, monitoring the area for suspicious activities or persons, checking for safety and security hazards, fires and vandalism. I performed security checks, opening and/or securing buildings and offices. As a night shift officer I also monitor and maintained the climate control system for the college. I was responsible for enforcing all college policies and regulations by issuing written warning and citations. I have assisted with the investigation and the arrest of individuals. I have written reports for safety hazards, crimes, and suspicious activities and persons.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Southern Illinois Rail Car Labor					
Date From - Date To:	03/2006 - 01/2008	Full or Part Time:		Last Annual Salary/Hourly Rate:	
Reason for Leaving:	To finish college				
May we contact this employer?	Yes				
Responsibilities/Accomplishments	I assisted in the daily maintenance of the rail-yard and the construction of hardwood skid mats for heavy equipment. My duties included loading and unloading timbers from rail cars as well as truck trailers by the use				

City of Bowling Green Online Application

Vincent, Justin - AppNo: 7964

Date Submitted: 9/23/2019

Internal Candidate

Experience Continued

Responsibilities/ Accomplishments & Equipment/Machines Used at this Position continued...

of a forklift. I maintained the rail-yard and parking areas by spreading gravel and clearing ditched with the use of a backhoe and skid steer. I also operated or use a large modified drill press, acetylene cutting torch, stick welder, air impact wrench and chain saw to assemble timbers into 5' by 16' skid mats. I was also responsible for cleaning the work area and facilities as well as mowing trimming grass.

Education

High School Attended (Name, City and State) - If you did not enter high school please list the name and location of the junior high or elementary school.

Marion High, Marion, Illinois

Highest Grade Completed

12

Highest Degree Received

High School Diploma

Education

Please tell us about your educational background.

High School Attended: Marion, Marion, Illinois

Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Graduation Date or Expected
John A. Logan Collge	08/2005 05/2010	Criminal Justice Hrs: 70	Hrs:	AS	05/2010

Legal Information

The City of Bowling Green, KY is an Equal Opportunity Employer ensuring equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age or disability.

The facts set forth in my application for employment are true and complete; I understand that false statements on this application may be considered to be sufficient cause for disqualification, or if employed, dismissal. The City is hereby authorized to make any investigation of my personal history, police, employment, and financial records. I understand that only information pertinent to the position(s) for which I am applying will be considered in making an employment decision, and that I have the right to make a written request within a reasonable period of time to receive detailed information about the nature, scope, and result of any investigation. I also understand that the City reserves the right to require a medical Doctor's examination upon employment, as well as periodic examinations and random drug and alcohol testing during employment, and that results satisfactory to the City would be required for continued employment.

I, Justin Vincent, agree to all of the terms above.

☒ I agree

MUNICIPAL ORDER NO. 2019 - 186

MUNICIPAL ORDER APPROVING THE
REAPPOINTMENTS OF CHUCK GLASS AND
CARDINE HARRISON AND APPOINTMENTS OF
JULIO KABWEBWE AND DESTINY O'ROARKE
TO THE WORKFORCE RECRUITMENT AND
OUTREACH COMMITTEE

BE IT ORDERED by the City of Bowling Green, Kentucky, as follows:

The following reappointments and appointments as recommended by Mayor Bruce Wilkerson and as indicated herein are hereby confirmed, approved and ratified by the Board of Commissioners of the City of Bowling Green, Kentucky:

WORKFORCE RECRUITMENT AND OUTREACH COMMITTEE

(Code of Ordinances, Chapter 17-4; two-year terms)

Chuck Glass	reappointment	term to expire 10/01/2021
Cardine Harrison	reappointment	term to expire 10/01/2021
Julio Kabwebwe (replacing the expired term of Fabian Alvarez)	appointment	term to expire 10/01/2021
Destiny O'Roarke (replacing the expired term of Vickie Elrod)	appointment	term to expire 10/01/2021

This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Bruce Wilkerson, Mayor, 10/30/2019, 11:45 a.m.

2019-186

SUBAKANYA JULIO KABWEBWE
1420 Salem Circle, Bowling Green, KY 42101
juliokabwebwe@gmail.com

I'm originally from the Democratic Republic of Congo, specifically born in the city of Lubumbashi. I'm a father of 5 boys. I fled my country due to war and insecurity in 2007 and reside in Zimbabwe where I lived for 6 years. During my time in Zimbabwe I served as a president of the Congolese community in Harare Zimbabwe. In 2014 I moved to Bowling Green Kentucky where I currently live and serve as a Vice President of the Congolese community and ARIKY in Bowling Green. I'm also an associate pastor at Revival African fellowship in Bowling Green.

Social activities: I'm a founder and coordinator of FC léopards soccer team in Bowling Green, Kentucky.

Employment: I'm currently an employee at Magna and work as an ERO at Hakuna matata BG KY

MEMBER	10/24/2019	7/25/2019	4/25/2019	1/24/2019	10/25/2018	7/26/2018	04/26/18	1/25/18	10/25/17
Fabian Alvarez	x	X	X	x	x	x	X	X	X
Chuck Glass	x		X	x		x	X	X	X
Cardine Harrison	x	X	X	x			X	X	X
Huda Melky	x	X	X	x	x	x		X	X
Chris Page		X*							
Brooke Justice					x*				

*indicates 1st meeting

MUNICIPAL ORDER NO. 2019 - 187

MUNICIPAL ORDER AUTHORIZING THE
PURCHASE OF TITLEIST GOLF PRODUCTS
FOR CROSSWINDS, PAUL WALKER AND
RIVERVIEW GOLF COURSES THROUGH
NONCOMPETITIVE NEGOTIATIONS WITH
TITLEIST OF CHICAGO, ILLINOIS IN AN
AMOUNT NOT TO EXCEED \$80,000

WHEREAS, the Bowling Green Parks and Recreation Department Golf Division is requesting the purchase of various Titleist golf products to resale merchandise at the three (3) City golf courses; and,

WHEREAS, the City has obtained a proposal from Titleist of Chicago, Illinois in an amount not to exceed \$80,000 for the purchase as set forth in Noncompetitive Negotiations Form No. FY20-08, a copy of which is attached; and,

WHEREAS, it is in the best interest of the City to approve this proposal and to proceed with the purchase of Titleist golf products and,

WHEREAS, funds are available in various Golf Division accounts.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The purchase through noncompetitive negotiations from Titleist of Chicago, Illinois for Titleist golf products in an amount not to exceed \$80,000 is hereby accepted and approved.
2. The Mayor and all other appropriate City officials are hereby authorized and directed to execute the Agreement and any and all documents necessary to carry out this transaction, and the City Manager is to act for and in the name of the City throughout the administration and performance thereof.
3. A copy of this Municipal Order shall be provided to the Procurement Manager for issuance of Purchase Orders on behalf of the City.
4. This Municipal Order shall be in full force and effect upon signature and recordation.

(Municipal Order No. 2019 - 187)

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/30/2019, 11:30 a.m.

Brent Belcher, CPRE
Director
brent.belcher@bgky.org

Mike Mitchum
Parks and Golf Maintenance
Superintendent
mike.mitchum@bgky.org

Anna Jones
Administrative Manager II
anna.jones@bgky.org

Adam Butler, CPRP, AFO
Recreation Division Manager
adam.butler@bgky.org

Jay Dougherty
Landscape Manager
jay.dougherty@bgky.org

Gabriel Nealon
Golf Maintenance Supervisor
gabe.nealon@bgky.org

BOARD OF PARK COMMISSIONERS
Bill Carter
Lisa Cook
Kyle Fleenor
Dr. Ronald Ramsing
Thomas Richards
Alonzo Webb

MISSION STATEMENT

Our mission is to offer a comprehensive variety of excellent recreational programs and facilities that promote wellness and enhance quality of life in our diverse community and represent our commitment to a safe and sustainable future.



BGPR
BOWLING GREEN
PARKS & RECREATION

225 East Third Avenue
Bowling Green, Kentucky 42101
270.393.3249
fax: 270.393.3603
www.bgky.org

MEMORANDUM

October 22, 2019

TO: Marilyn Parrigin, Purchasing Agent
FROM: Brent Belcher, BGPR Director
RE: Titleist Golf Products

Bowling Green Parks and Recreation's Golf Division is seeking approval to purchase from Titleist Golf Products Manufacturing during the calendar year of 2020.

Expenditures for this time period will not exceed \$80,000. As of this date, the Golf Division has spent \$74,690.74 according to the Payment Register provided by April Cosby for the range of 1/1/19 to 10/22/19.

These purchases will supply the pro shops at the three municipal golf courses: CrossWinds, Paul Walker and Hobson. BGPR's Golf Division traditionally stocks Titleist golf balls which account for over 60% of the combined yearly pro shop merchandise sales. Titleist golf balls are the nation's #1 selling golf ball and have proven to be the most effective seller within our pro shops.

PARKS & RECREATION - THE BENEFITS ARE ENDLESS

City of Bowling Green, Kentucky
Determination Form
Noncompetitive Negotiations (KRS 45A.380)
Form No FY20- 08

This determination is issued in accordance with KRS 45A.355 and is rendered on the basis of information as set forth below and attached documentation as provided by the appropriate City Department.

Department: Parks/Golf Division

Vendor Name: Titleist

General Description: Golf Resale Merchandise

Estimated Amount: Not to exceed \$80,000

Account Number(s): 002-4511; 4512; and 4513

Important Instructions:

1. Initial all entries below that apply to the proposed purchase, attach additional data and support documentation, including a memorandum of justification:
 - a. What might be the consequences if the contract was awarded to another company?
 - b. Describe the evaluation process, listing other brands evaluated and why they are deemed unacceptable.
2. Send to the Procurement Manager, where required signatures will be obtained and a number assigned.

SECTION ONE:

- ☐ An emergency exists which will cause public harm as a result of the delay in competitive procedures; or
- ☐ The contract is the result of non-competitive negotiations following the receipt of only one responsive and responsible bidder or the receipt of no responsive bids as authorized by KRS 45A.375 (3) and (4); or
- ☐ There is a single source within a reasonable geographical area of the product or service to be procured; or
- ☐ The contract is for the services of a licensed professional, such as;
an attorney, physician, psychiatrist, psychologist, certified public accountant, registered nurse, or educational specialist; a technician such as a plumber, electrician, carpenter, or mechanic; or an artist such as a sculptor, aesthetic painter, or musician, provided, however, that this provision shall not apply to architects or engineers providing construction management services rather than professional architect or engineering services; or
- ☐ The contract is for the purchase of perishable items purchased on a weekly or more frequent basis, such as fresh fruits, vegetables, fish, or meat; or
- ☐ The contract is for replacement parts where the need cannot be reasonably anticipated and stockpiling is not feasible; or
- ☒ The contract is for proprietary items for resale; or
- ☐ The contract or purchase is for expenditures made on authorized trips outside the boundaries of the City; or
- ☐ The contract is for the purchase of supplies which are sold at public auction or by receiving sealed bids; or
- ☐ The contract is for group life, group health and accident group professional liability, worker's compensation, unemployment, and other forms of insurance coverage; or
- ☐ The contract is for a sale of supplies at reduced prices that will afford a purchase at savings to the City.

Required before submitting to the Procurement Manager:

Justification for the above selections is set forth in memorandum or report form and attached hereto and made a part hereof.

Based on the information disclosed herein, the Department Head by signature agrees to work with the Purchasing Office and comply with all appropriate provisions of KRS 45A.380.

Department Head: 

Date: 10/29/19

SECTION TWO:

All the information provided has been reviewed by the City Attorney and the Procurement Manager and by signature is satisfied, based on the facts presented, that KRS 45A.375 is appropriate and therefore authorized.

Signatures required for transactions over \$2,500.00:

Procurement Manager: 

Date: 10/29/19

City Attorney: 

Date: 10/28/19

Signature required for transactions over \$30,000.00:

City Manager: 

Date: 10/29/19

Approval required by Board of Commissioners if over \$50,000.00.

Important Note: Although a Non-Competitive Negotiations Form Number may have been previously assigned to a Vendor, each purchasing transaction must go through the approval process based on the dollar amount of the purchase.

MUNICIPAL ORDER NO. 2019 - 188

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING NEGOTIATIONS AFTER SEALED BIDDING FOR BID #2020-08 FOR THE CONSTRUCTION OF A NEW FIRE STATION FROM WEHR CONSTRUCTORS, INC. OF BOWLING GREEN, KENTUCKY IN THE TOTAL AMOUNT OF \$3,999,770

WHEREAS, the City of Bowling Green appropriately advertised for the construction of a new fire station (Bid #2020-08) pursuant to applicable state statutes; and,

WHEREAS, four (4) bids were received and publicly opened on August 21, 2019; and,

WHEREAS, the initial bids exceeded the City's budget and in accordance with the Kentucky Revised Statutes, the City entered into negotiations with three (3) responsible and responsive bidders as set forth in Determination Form No. 2020-02 for Negotiations After Sealed Bidding, a copy of which is attached to and made a part of this Municipal Order as if copied in full herein; and,

WHEREAS, it has been determined to be in the best interest of the City to accept the negotiated bid from Wehr Constructors, Inc. of Bowling Green, Kentucky for the construction of a new fire station in the total amount of \$3,999,770; and,

WHEREAS, funds will be available in account numbers 340-4121-0000-054-503210 and 311-2252-0000-011-503210.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The bid following negotiations after sealed bidding for the construction of a new fire station, Bid #2020-08, from Wehr Constructors, Inc. of Bowling Green, Kentucky in the amount of \$3,999,770 is hereby accepted and approved.

2. The Mayor and all other appropriate City officials are authorized and directed to execute any and all documents necessary to complete and perfect the acceptance of same for and on behalf of the City, and the City Manager is to act for and in the name of the City throughout the administration

(Municipal Order No. 2019 - 188)

and performance thereof.

3. A copy of this Municipal Order shall be provided to the Procurement Manager for issuance of purchase orders on behalf of the City.

4. This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/30/2019, 11:30 a.m.

**CITY OF BOWLING GREEN, KENTUCKY
AWARD AUTHORIZATION**

Check one: () \$30,000 - \$50,000 *Administrative*
(X) \$50,001 and over *Commission*

Bid No: 2020-08 Bid Opening Date: August 21, 2019

Bid Title: New Fire Station Construction Project

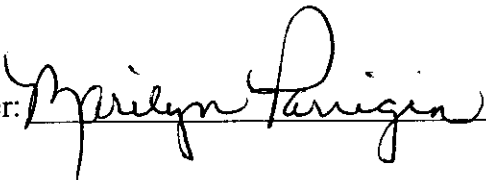
Number of Bids Distributed: 110 Number of Bids Received: 4

Award of Bid to: Wehr Constructors, Inc.
424 US 31W Bypass
Bowling Green, KY

Award Amount: \$3,999,770.00

Account number: 340-4121-0000-054-503210
311-2252-0000-011-503210

Comments: \$3,999,770.00 will be available in the account numbers listed.

Procurement Manager:  Date: 10 / 28 / 19

Approval:

City Manager:  Date: 10 / 29 / 19

City of Bowling Green



Department of Public Works

1011 College Street ■ P.O Box 430 ■ Bowling Green, KY 42102-0430

Phone: 270-393-3628 ■ Fax: 270-393-3050 ■ TDD: 1-800-618-6056 ■ Web Address: www.bgky.org

To: Jeff Meisel, City Manager
Through: Greg Meredith, P.E., Public Works Director
From: David Hehner, Facilities Coordinator
Date: October 24, 2019
Re: Recommendation of Wehr Constructors Inc. for Bid #2020-08 (New Fire Station Construction Project)

Greg Meredith, P.E.
Public Works Director

Melissa
Causler, P.E.
City Engineer

David Delp
Operations Manager

Kris Krowe
Fleet Manager

Matt Powell
Environmental
Compliance Manager

David Hehner
Facilities Coordinator

The original bid opening for the New Fire Station Construction Project was August 21, 2019. We received four bids, all of which were over budget. We then went into negotiations after sealed bidding with the three lowest bidders.

The original scope of work included the construction of a new three bay fire station, a new parking lot, and drive entrance improvements. Once going into negotiations after sealed bidding, it was decided in order to save money, we would eliminate one apparatus bay and all work involved in the construction.

The revised bid opening took place on October 23, 2019. All three bidders turned in revised bids. The bid totals are as follows:

Wehr Constructors Inc.	\$3,999,770.00
Sunbelt Construction Inc.	\$4,077,000.00
Scott, Murphy & Daniel, LLC	\$4,110,539.00

It is my recommendation to award the New Fire Station Construction Project to Wehr Constructors Inc. in the amount of \$3,999,770.00. Funds are available in account 340-4121-0000-054-503210 (New Parking Lot) and 311-2252-0000-011-503210 (Fire Station Construction and Drive Entrance Improvements). Please contact me with any questions.

Pc: Brent Belcher, Parks and Recreation Director
Jason Colson, Chief, Fire Department



Bid Tabulation Summary

Negotiations After Sealed Bidding -- Revised Bid

Bid# 2020-08

New Fire Station Construction Project

Open Date: October 23, 2019

Department: Public Works

Company	Wehr Constructors	Sunbelt Construction, Inc.	Scott, Murphy & Daniel, LLC
Location	Bowling Green, KY	Bowling Green, KY	Bowling Green, KY

Parking Lot Construction	\$ 68,010.00	\$ 91,000.00	\$ 90,516.00
---------------------------------	---------------------	---------------------	---------------------

Drive Entrance Improvements	\$ 87,775.00	\$ 100,000.00	\$ 110,644.00
------------------------------------	---------------------	----------------------	----------------------

Construction of Fire Station	\$ 3,843,985.00	\$ 3,886,000.00	\$ 3,909,379.00
-------------------------------------	------------------------	------------------------	------------------------

TOTAL BID	\$ 3,999,770.00	\$ 4,077,000.00	\$ 4,110,539.00
------------------	------------------------	------------------------	------------------------

City of Bowling Green, Kentucky
Determination Form
Negotiations After Sealed Bidding (KRS 45A.375)
[When all bids exceed available funds - Actions when no bids received]
Form No 2020- 02 Reference BID# 2020-08

This determination is issued in accordance with KRS 45A.375 and is rendered on the basis of information as set forth below and attached documentation as provided by the appropriate City Department.

SECTION ONE: (Give description here) through competitive negotiations in accordance with one of the following KRS provisions:

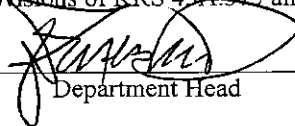
- (a) () There are no additional funds now available from any source so as to permit an award to the lowest responsive and responsible bidder; and
- (b) (X) The best interest of the City will not permit the delay attendant to the resolicitation under revised specifications or revised quantities under competitive sealed bidding.

Select (A), (B), or (C):

- (A) (X) Two or more responsive and responsible bids were produced through sealed bidding. Listed below are the names of the three bidders (or two if there were only two bidders) (or one if there was only one bidder) with whom competitive negotiations will be conducted: Wehr Constructors
Sunbelt Construction, Inc.
Scott, Murphy & Daniel, LLC
- (B) () Only the following responsive and responsible bidder submitted a bid:
- (C) () Because no responsive or responsible bid was received, the Department will proceed to acquire the services, supplies, or construction by non-competitive negotiations under KRS 45A.380.

Based on the justification memorandum attached hereto, the Department Head by signature agrees to work with the Purchasing Office and comply with all appropriate provisions of KRS 45A.375 and/or KRS 45A.380).

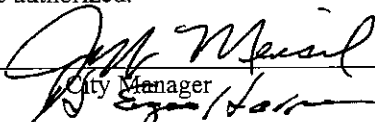
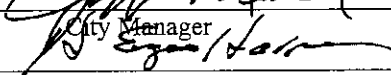
8/21/19
Date


Department Head

SECTION TWO: (Completed by City Manager and City Attorney)

All the information provided has been reviewed and the City Manager by signature is satisfied, based on the facts presented, that KRS 45A.375 is appropriate and therefore authorized.

8/21/19
Date
8/21/19
Date


City Manager

City Attorney

Bid Tabulation Summary

Bid# 2020-08

New Fire Station Construction Project

Open Date: August 21, 2019

Department: Public Works

Company	Wehr Constructors	Sunbelt Construction, Inc.	Scott, Murphy & Daniel, LLC	SouthLand Constructors, Inc.
Location	Bowling Green, KY	Bowling Green, KY	Bowling Green, KY	Brentwood, TN

Parking Lot Construction	\$ 52,765.00	\$ 89,000.00	\$ 119,815.00	\$ 52,765.00
Drive Entrance Improvements	\$ 66,000.00	\$ 81,000.00	\$ 148,582.00	\$ 66,000.00
Construction of Fire Station	\$ 4,314,935.00	\$ 4,400,000.00	\$ 4,360,230.00	\$ 5,331,235.00
TOTAL BID	\$ 4,433,700.00	\$ 4,570,000.00	\$ 4,628,627.00	\$ 5,450,000.00

BIDDERS' LIST
BID# 2020-08
New Fire Station Construction Project
Public Works
Opening: August 21, 2019

1. Dotson Electric
Attn: Todd Clevenger
2707825083
tclevenger@dotsonelectric.com
2. Lumenation, Inc.
Attn: Mark Weber
(502) 491-8811
mark@lumenation.net
3. industrial electrical contractors
Attn: jon pardue
121 vanderbilt court
bowling green, KY 42103
270 393 8466
jpardue@iecbg.com
4. K.S. Ware and Associates
Attn: Dan Nedvidek
6152559702
dnedvidek@kswarellc.com
5. DDS Engineering, PLLC
Attn: Kevin Gregory
2708432247
kevin.gregory@ddsengineering.com
6. Southern Sales Co.
Attn: Rick Messamore
2929 Kraft Drive
Nashville, TN 37127
615-254-0066
rickm@southernsalesinc.com
7. Building Electrical Division - City BG
Attn: Jeremy Segur
270-393-3672
jeremy.segur@bgky.org
8. Scotty's Contracting and Stone LLC
Attn: Alan Bryant
270-781-3998
alanb@scottyscontracting.com

9. **Alley - Cassetty Brick**
Attn: Lee Hughes
2777 Griffin Drive
Bowling Green, KY 42101
270-781-3474
lhughes@alley-cassetty.com
10. **BCD, Inc.**
Attn: Brenda Leake
502-348-2305
bleake@bardstown.com
11. **Construction Engineers, LLC**
Attn: J.M. Yowell
(502) 330-1945
jmacyowell@aol.com
12. **Davis H. Elliot Construction Co., Inc.**
Attn: Jeff Albright
859-263-5148
tsest@dhec.com
13. **Sunbelt Construction, Inc.**
Attn: Laurie McCombs
Sunbelt Construction, Inc.
Bowling Green, KY 42103
2707812859
lmccombs@sunbeltconstructioninc.com
14. **Koorsen Fire & Security**
Attn: Scottie Boone
270-779-5426
scottie.boone@koorsen.com
15. **Lumenation**
Attn: Jonathan Klausing
5024918811
Jonathan@lumenation.net
16. **HUNT CUSTOM DESIGN & BUILD**
Attn: James Hunt
270-791-6353
phunt@bgmu.com
17. **Lanham Brothers General Contractors**
Attn: Ryan Otilie
270-683-4591
ryanottilie@lanhambros.com
18. **LE Gregg Associates**
Attn: Robert Lyons
606-305-7789
rlyons@legregg.com

19. **Cleary Construction, Inc.**
Attn: Darren Cleary
2006 Edmonton Road
Tompkinsville, KY 42167
270-487-1784
estimating@clearyconst.com
20. **VanMeter & Sons LLC**
Attn: Mark VanMeter
2704188474
markvanmeter@icloud.com
21. **Wholesale Electric Supply**
Attn: sam flener
2309 Scottsville rd
bowling green, KY 42104
2708420156
SAM@WESC.NET
22. **Scott and Ritter, Inc**
Attn: Luke Ritter
2385 Barren River Road
Bowling Green, KY 42101
(270) 781-9988
lukeritter@scottandritter.com
23. **jcbrewer construction**
Attn: Garry willoughby
270-791-814
garry.willoughby@jcbrewerconstruction.com
24. **Solid Rock Construction Services, LLC**
Attn: Bill Whitaker
7408583111
solidrockconst1@aol.com
25. **Fox Enterprises**
Attn: Blake Adams
859-544-7425
blake.adams@foxent.us
26. **Scott & Murphy, Inc.**
Attn: Ben Baldock
2335 Barren River Rd
Bowling Green , KY 42102
2707819944
bbaldock@scottandmurphy.com
27. **Thoroughbred Engineering**
Attn: Jordan Haney
(859) 314-5754
jph@thoroughbred.consulting

- 28. Builders Exchange of Kentucky**
Attn: Mary Beth Hewett
2300 Meadow Drive
Louisville, KY 40218
502-459-9800
mhewett@bxkentucky.com
- 29. Paladin, Inc.**
Attn: Barry Lendrum
859-252-3047
lendrumB@paladinky.com
- 30. Koorsen Fire and Security**
Attn: Craig Nelson
6158158089
craig.nelson@koorsen.com
- 31. Lee Company**
Attn: Christine Bradley
615-567-1016
cbradley@leecompany.com
- 32. Shawn Jones Masonry, Inc.**
Attn: Jon Carpenter
300 CC Lowry Dr.
Murray, KY 42071
270-759-4251
sjmjtc@murray-ky.net
- 33. Stewart Richey Construction**
Attn: J.R. Vance
2137 Glen Lily Road
Bowling Green, KY 42101
2707831602
jrvance@stewartrichey.com
- 34. Bowling Green Winlectric Co., Inc.**
Attn: Benton P. Jolly
270-842-6153
bpjolly@winlectric.com
- 35. Scotty's Contracting & Stone, LLC**
Attn: Campbell Nance
270-629-2112
campbelln@scottyscontracting.com
- 36. Holland Inc.**
Attn: Jim Ed Holland
7705 Russellville Rd
Bowling Green, KY 42101
2707817044
jim@hollandexcavating.com

37. Wehr Constructors
Attn: Matthew Atwell
2704952164 ext.1404
matwell@wehrconstructors.com
38. Allied Contracting Group
Attn: Evan Green
270-339-2060
evan@acgbuild.com
39. erepublic
Attn: Fred McKee
916-932-1300
bidwatch@centerdigitalgov.com
40. D & M Electric, Inc.
Attn: Dan McIvor
136 Vanderbilt Dr
Bowling Green, KY 42103
270-782-0555
dan@dmelectric.com
41. Charles Deweese Construction . Com
Attn: Tim Smith
765 Industrial Bypass North
Franklin, KY 42134
270-586-9122
tim@charlesdeweeseconstruction.com
42. Alliance Corporation
Attn: Derrick Akers
606-886-8748
dakers@alliancecorporation.com
43. onvia
Attn: Source Management
206-373-9500
sourcemgmt@onvia.net
44. Green Mechanical Construction Inc
Attn: Mike Wagner
270-651-8978
mwagner@gmci.com
45. Graybar Electric
Attn: Charles Landes
615-7423263
charles.landes@graybar.com
46. Williamson Pipe Supply Company
Attn: Jonathan Saucier
6154196763
jonathan.saucier@outlook.com

47. **Knight Electric**
Attn: Mike Bond
286 Farmers Drive
Russellville, KY 42276
270-726-7910
mike@knight-elec.com
48. **ABEC**
Attn: Mason Hamilton
929 New Cut Rd.
Bowling Green, KY 42103
270-791-1894
lmhkjh@att.net
49. **Rexel**
Attn: Preston
270-799-1837
Preston.king@rexelusa.com
50. **Summit Concrete Construction**
Attn: Lyndon Troyer
270 308 6079
summitconcrete17@gmail.com
51. **BidNet**
Attn: Nancy
20A Railroad Ave
Albany, KY 12205
800-677-1997
gbs@bidnet.com
52. **IKORCC**
Attn: Noah Grimes
5024153232
Ngrimes@ikorcc.com
53. **ConstructConnect**
Attn: Jam Decipolo
323.602.5079
Jam.Decipolo@Constructconnect.com
54. **Contractor's Reigster, Inc.**
Attn: Maria Deg
PO box 500
Jefferson Valley, NY 10535
8004312584
govbidops@thebluebook.com
55. **IMS**
Attn: Antonio
8584673151
ky@imsinfo.com

56. chetan info
Attn: chetan patel
9898362514
chetanpatel03011982@gmail.com
57. Brian
Attn: brianmendoza80@gmail.com
458-856-8578
brianmendoza80@gmail.com
58. Prime Vendor Inc.
Attn: Laurie Melnick
4622 Cedar Avenue
Wilmington, NC 28403
800-746-9554
laurie@prime-vendor.com
59. Arrow Electric Co
Attn: Kim Roederer
317 Wabasso Ave
Louisville, KY 40209
502-357-2417
kim@arrowelectric.com
60. Builders Exchange of TN
Attn: Kendra Buhlig
6156907200
nashville@bxtn.org
61. Green Mechanical
Attn: Josh Thomas
270-651-8978
jthomas@gmci.com
62. Brazos Urethane Inc.
Attn: John Scoggins
832-205-3131
j.scoggins@brazosurethane.com
63. Charles Deweese Construction
Attn: Anna Gregory
270-586-9122
anna@charlesdeweeseconstruction.com
64. Yellow Brick Road Steel and Fabrication
Attn: Jacob
2709919057
jacobhadden85@gmail.com
65. JH Construction
Attn: Johnathan Higdon
2702306438
jshigdon0622@gmail.com

66. **ACI PRO**
Attn: Lynn Neeley
8044025031
ls.neeley@gmail.com
67. **Mike Miller Plumbing & HVAC**
Attn: Mike Miller
2702028484
Mikewmiller13@gmail.com
68. **The Blue Book**
Attn: Kathy Stein
800 E. Main St.
Jefferson Valley, NY 10535
8004312584
kstein@thebluebook.com
69. **Wilkerson Plastering & Acoustics, Inc**
Attn: Raymond Smith
270-926-8170
Raymond@wilkersonpa.com
70. **Interstate Security Systems**
Attn: Brian Chesser
502-3482-106
brian.cbesser@interstatesecuritysystems.com
71. **D&M Electric**
Attn: Ozzie McIvor
2707820555
ozzie@dmelectric.com
72. **J R Hoe & Sons**
Attn: Rocky Campbell
4006 Colins Lane
louisville, KY 40245
502-326-1347
rcampbell@jrhoe.com
73. **JEFFRIES**
Attn: Chris Lewis
270-384-2126
chris@jeffriessupply.com
74. **Greenhill CLM**
Attn: Alex Thomas
2707915738
Greenhillclm@gmail.com
75. **Nixon Power**
Attn: Lance
6152102079
llittle@nixonpower.com

76. Spurr Architecture, PLLC
Attn: Chris Spurr
2702936102
cspurr@spurrarch.com
77. SW Construction Consultancy
Attn: Damon Harper
555 8995821
harperdamon@ymail.com
78. Stewart Richey
Attn: trevor
2707796062
thawkins@stewartrichey.com
79. Coverings and Finishes
Attn: Amber Johnson
2545921388
coveringsandfinishes@gmail.com
80. Knight Masonry & Sons, LLC
Attn: Leighton Meacham
4118 Gordonsville Road
Lewisburg, KY 42256
270-725-8830
masonry@logantele.com
81. Neat Steel
Attn: Casey Satterly
606-787-3294
casey.satterly@neatcompaniesgroup.com
82. Bid Ocean, Inc.
Attn: Lovely Banquil
PO Box 40445
Grand Junction, CO 81504
866-347-9657
lovely@bidocean.biz
83. GRW
Attn: Scott Clark
2707230467
sclark@grwinc.com
84. Cornerstone Information Systems, Inc.
Attn: David Smith
800 S. Main St.
Hopkinsville, KY 42240
270-495-4087
bids@cornerstone.us

85. **C&M Concrete Contracting LLC**
Attn: Mike Burns
2702021781
mikeburns1186@gmail.com
86. **Reynolds Sealing & Striping**
Attn: Bryan Simpson
720 Beech St
Bowling Green, KY 42101
270-781-6609
bryan@reynoldscorporation.com
87. **SouthLand Constructors**
Attn: Russell Graham
615-309-0365
rgraham@southlandconstructors.com
88. **JWood Electric**
Attn: Joe wood
270-622-0850
Jwoodelectric@yahoo.com
89. **Scotty's Contracting & Stone**
Attn: Kent Jones
(270) 781-3998
kentj@scottyscontracting.com
90. **Whayne Supply**
Attn: Scott Gartner
812-455-4007
scott_gartner@whayne.com
91. **DHI Contracting, LLC**
Attn: Trevor Hawkins
270-779-6062
thawkins@dhicontract.com
92. **VanHook Enterprises, Inc.**
Attn: Richard VanHook
4349 S Hwy 27
Somerset, KY 42501
606-678-2737
vanhookent@windstream.net
93. **BidClerk**
Attn: Jim Rittenhouse
28 N Clark Ste 450
Chicago, IL 60602
8777376482
content@constructconnect.com

94. Johnson Controls
Attn: Brandon Carter
2708167663
brandon.carter@jci.com
95. SKY Engineering
Attn: Wesley
2707840722
wesley@skyengineeringmep.com
96. School Wholesale Supplies LLC
Attn: JP DAS
6155197539
jpdas@eii-usa.com
97. Dodge Construction
Attn: OP WL
(877) 784-9556
OP360-WL@construction.com
98. DDS Engineering, PLLC
Attn: Kevin Gregory
2708432247
kevin.gregory@ddsengineering.com
99. BEX Construction, Inc.
Attn: Laura Taylor
859.263.5052
laura@bexconstruction.net
100. Hunt Ford Chrysler
Attn: Austin Sterchi
2705863281
austin@huntauto.com
101. McDuffie Construction LLC
Attn: Kevin Alfrod
2705351412
alford.mcduffieconstruction@gmail.com
102. Dodge Data and Analytics
Attn: Deb Baran
4139304193
deborah.baran@construction.com
103. Scotty's Contracting & Stone
Attn: Kent Jones
(270) 781-3998
kentj@scottyscontracting.com

104. M3 Technology Group, Inc.

**Attn: Rebecca Betts
925 Airprak Center Drive
Nashville, TN 37217
615-227-0717 x 116
rebeccabetts@m3video.com**

105. Spurr Architecture, PLLC

**Attn: Chris Spurr
2702936102
cspurr@spurrarch.com**

106. Henry's Plumbing, Inc.

**Attn: Carl Burke
270-926-4367
carl@henrysplumbing.net**

107. Van Meter and Slavey

**Attn: Jace
2707991001
caldwell2992@gmail.com**

108. CED

**Attn: Stephen Lee
2707812229
stephenl@cedbgky.com**

109. T A GADDIS SERVICES LLC

**Attn: Tim Gaddis
4677 Lonesome Pine Trail
Owensboro, KY 42301
270-785-3478
timgaddissr@yahoo.com**

110. ENDESOL

**Attn: Chuck Bridges
270-775-8272
chuck@engineered-ds.com**

MUNICIPAL ORDER NO. 2019 - 189

MUNICIPAL ORDER AUTHORIZING A
CONTRACT THROUGH NONCOMPETITIVE
NEGOTIATIONS WITH VAUGHN & MELTON
CONSULTING ENGINEERS, INC. OF
LEXINGTON, KENTUCKY FOR DOWNTOWN
STREETSCAPE IMPROVEMENTS, PHASE II IN
THE AMOUNT OF \$264,972

WHEREAS, by Municipal Order No. 2017-145 the City approved a proposal with Vaughn & Melton Consulting Engineers, Inc. of Lexington, Kentucky for engineering and design services for the downtown square improvements, Phase I; and,

WHEREAS, the City has negotiated a professional services agreement with Vaughn & Melton Consulting Engineers, Inc. for Downtown Streetscape Improvements, Phase II; and,

WHEREAS, it is in the best interest of the City to contract with Vaughn & Melton Consulting Engineers, Inc. in the amount of \$264,972 for the completion of the Downtown Streetscape Improvements, Phase II as set forth in Noncompetitive Negotiations Form No. FY20-10, a copy of which is attached; and,

WHEREAS, funds will be available in account number 308-3113-503020.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The professional services contract through noncompetitive negotiations with Vaughn & Melton of Lexington, Kentucky for Downtown Streetscape Improvements, Phase II in the amount of \$264,972 is hereby approved.
2. The Mayor and all other appropriate City officials are hereby authorized and directed to execute any and all documents necessary to complete and perfect the acceptance of same for and on behalf of the City, and the City Manager is to act for and in the name of the City throughout the administration and performance thereof.
3. A copy of this Municipal Order shall be provided to the Procurement Manager for issuance

(Municipal Order No. 2019 - 189)

of a purchase order on behalf of the City.

4. This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/30/2019, 11:30 a.m.

City of Bowling Green, Kentucky
Determination Form
Noncompetitive Negotiations (KRS 45A.380)
Form No FY20- 10

This determination is issued in accordance with KRS 45A.355 and is rendered on the basis of information as set forth below and attached documentation as provided by the appropriate City Department.

Department: Public Works

Vendor Name: Vaughn & Melton Consulting Engineers, Inc.

General Description: Downtown Streetscape Design – Phase II

Estimated Amount: \$264,972.00 **Account Number(s)** 308-3113-503020

Important Instructions:

1. Initial all entries below that apply to the proposed purchase, attach additional data and support documentation, including a memorandum of justification:
 - a. What might be the consequences if the contract was awarded to another company?
 - b. Describe the evaluation process, listing other brands evaluated and why they are deemed unacceptable.
2. Send to the Procurement Manager, where required signatures will be obtained and a number assigned.

SECTION ONE:

- ☐ An emergency exists which will cause public harm as a result of the delay in competitive procedures; or
- ☐ The contract is the result of non-competitive negotiations following the receipt of only one responsive and responsible bidder or the receipt of no responsive bids as authorized by KRS 45A.375 (3) and (4); or
- ☐ There is a single source within a reasonable geographical area of the product or service to be procured; or
- ☒ The contract is for the services of a licensed professional, such as;
an attorney, physician, psychiatrist, psychologist, certified public accountant, registered nurse, or educational specialist; a technician such as a plumber, electrician, carpenter, or mechanic; or an artist such as a sculptor, aesthetic painter, or musician, provided, however, that this provision shall not apply to architects or engineers providing construction management services rather than professional architect or engineering services; or
- ☐ The contract is for the purchase of perishable items purchased on a weekly or more frequent basis, such as fresh fruits, vegetables, fish, or meat; or
- ☐ The contract is for replacement parts where the need cannot be reasonably anticipated and stockpiling is not feasible; or
- ☐ The contract is for proprietary items for resale; or
- ☐ The contract or purchase is for expenditures made on authorized trips outside the boundaries of the City; or
- ☐ The contract is for the purchase of supplies which are sold at public auction or by receiving sealed bids; or
- ☐ The contract is for group life, group health and accident group professional liability, worker's compensation, unemployment, and other forms of insurance coverage; or
- ☐ The contract is for a sale of supplies at reduced prices that will afford a purchase at savings to the City.

Noncompetitive Negotiations (Page 2)

Required before submitting to the Procurement Manager:

Justification for the above selections is set forth in memorandum or report form and attached hereto and made a part hereof.

Based on the information disclosed herein, the Department Head by signature agrees to work with the Purchasing Office and comply with all appropriate provisions of KRS 45A.380.

Department Head: _____

Date: 10/29/19

SECTION TWO:

All the information provided has been reviewed by the City Attorney and the Procurement Manager and by signature is satisfied, based on the facts presented, that KRS 45A.375 is appropriate and therefore authorized.

Signatures required for transactions over \$2,500.00:

Procurement Manager: _____

Date: 10/29/19

City Attorney: _____

Date: 10/30/19

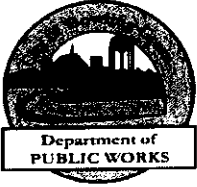
Signature required for transactions over \$30,000.00:

City Manager: _____

Date: 10/30/19

Approval required by Board of Commissioners if over \$50,000.00.

Important Note: Although a Non-Competitive Negotiations Form Number may have been previously assigned to a Vendor, each purchasing transaction must go through the approval process based on the dollar amount of the purchase.



City of Bowling Green

Department of Public Works

1011 College Street ■ P.O. Box 430 ■ Bowling Green, KY 42102-0430

Phone: 270-393-3028 ■ Fax: 270-393-3050 ■ TDD: 1-800-618-6056 ■ Web Address: www.bgky.org



To: Jeff Meisel, City Manager

From: Brent Childers Katie Schaller-Ward Greg Meredith
NCS Director Asst. City Manager/CFO Public Works Director

Date: October 10, 2019

Re: Downtown Streetscape Improvements – Phase II Design

Greg Meredith, P.E.
Public Works Director

Melissa Cansler, P.E.
City Engineer

Vacant
Operations Manager

Kris Crowe
Fleet Manager

Matt Powell
**Environmental
Manager**

David Hehner
Facilities Coordinator

Phase I construction of the Downtown Square Improvement Project is scheduled to be substantially complete next month. As construction has progressed, the project is clearly creating an environment in the public rights-of-way that are both aesthetically pleasing and much more accessible for pedestrians and bicyclists with a modest increase in vehicular parking. The goal of redefining our downtown spaces so that they are compatible with the “complete streets” concepts (accommodating all modes of transportation) along with improved lighting, landscaping and other appurtenances is being met. In order to continue these enhancements to other locations adjacent to the original Fountain Square Park area of the Phase I project, it is necessary to continue with this design process into Phase II. The areas of proposed improvements are detailed in the attached project map.

To that end, we recommend continuing with the work in the same manner and with the same typical section design standards by retaining the consultant that provided our Phase I project plans – Vaughn & Melton (V&M) Consulting Engineers, Inc., of Lexington, Kentucky.

Since the decision to move into the design phase of Phase II, staff has negotiated a scope of work and fee for this work with V&M. As with the previous project, work will begin at the contract signing and continue through the completion of the construction phase. Final construction plan delivery is set for June 1, 2020 with the goal for project letting later in the summer of 2020.

The negotiated scope of work by V&M is detailed below:

1. Topographic survey: V&M will build on the existing GIS base map composing an extension of the work completed during Phase I including establishment of the existing r/w throughout the project limits.
2. Traffic Count and Safety Analysis: V&M will study and recommend possible safety and capacity changes at the intersection of State Street and 7th Avenue.
3. Preliminary Design – V&M along with their Landscape Architectural firm,

Mission: Safely, efficiently, and professionally enhance the quality of life for the citizens of Bowling Green



CRJA, will complete the preliminary engineering and design based upon the Phase I project and selections made by the City.

4. Property Owner/Stakeholder Meeting: V&M will host a meet with stakeholders and property owners to showcase preliminary designs and receive feedback.
5. Final Design Scoping Meeting with BG Staff: V&M will meet with select City staff. Preliminary project alternatives and cost estimates will be presented and discussed to determine the final project scope to be developed in Final Design.
6. City Commission Meeting: V&M will present preliminary plans and cost estimates prior to completing final design plans.
7. Final Design: V&M will finalize engineering and design plans, typical sections, final cost estimates, and other treatment details will be developed and presented to City staff.
8. Prepare Bid Documents: V&M will work with City staff to compile and develop bid documents including specifications, plans and contract documents for letting to construction as required.
9. Construction Phase Input and Contract Administration: V&M will be available throughout the construction phase of the project including pre-construction conference, progress meetings, change orders, approval of shop drawings and approval of pay applications, as needed. This also includes on-site meetings and phone calls. As in Phase I, City staff will handle the day-to-day inspection during the construction phase.
10. Work Coordination and Communication: V&M will work with the awarded contractor to review traffic control plan changes, provide notification to property owners, stakeholders and the general public via the continuation of the project website (BGDowntownSquare.com), social media (Facebook/DowntownBG), on-site coordination meetings and other technology options, including at least a two-week look ahead, as necessary and in close consultation with the construction contractor.

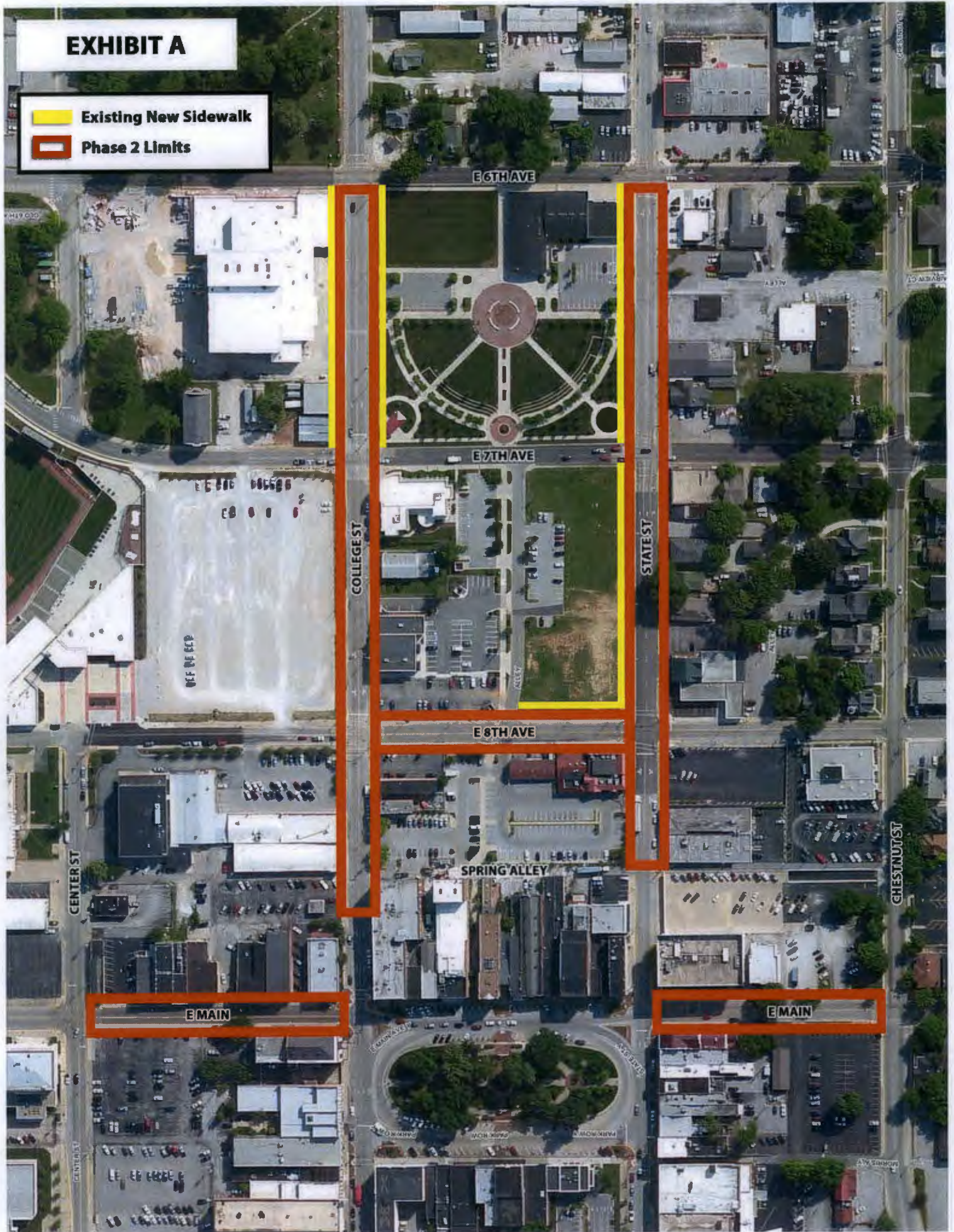
As with the development and construction of the Phase I project, Vaughn & Melton will manage the public communication throughout the life of the Phase II project. This approach has fostered the successful completion of an extremely complexed project all the while minimizing impacts to businesses in and around Fountain Square Park. We intend to maintain this level of inclusion and public awareness in executing Phase II of the project. Staff negotiated a not to exceed contract amount of \$264,972. V&M will invoice based upon agreed hourly rates for work completed.

Please let us know if you need additional information.

EXHIBIT A

Existing New Sidewalk

Phase 2 Limits



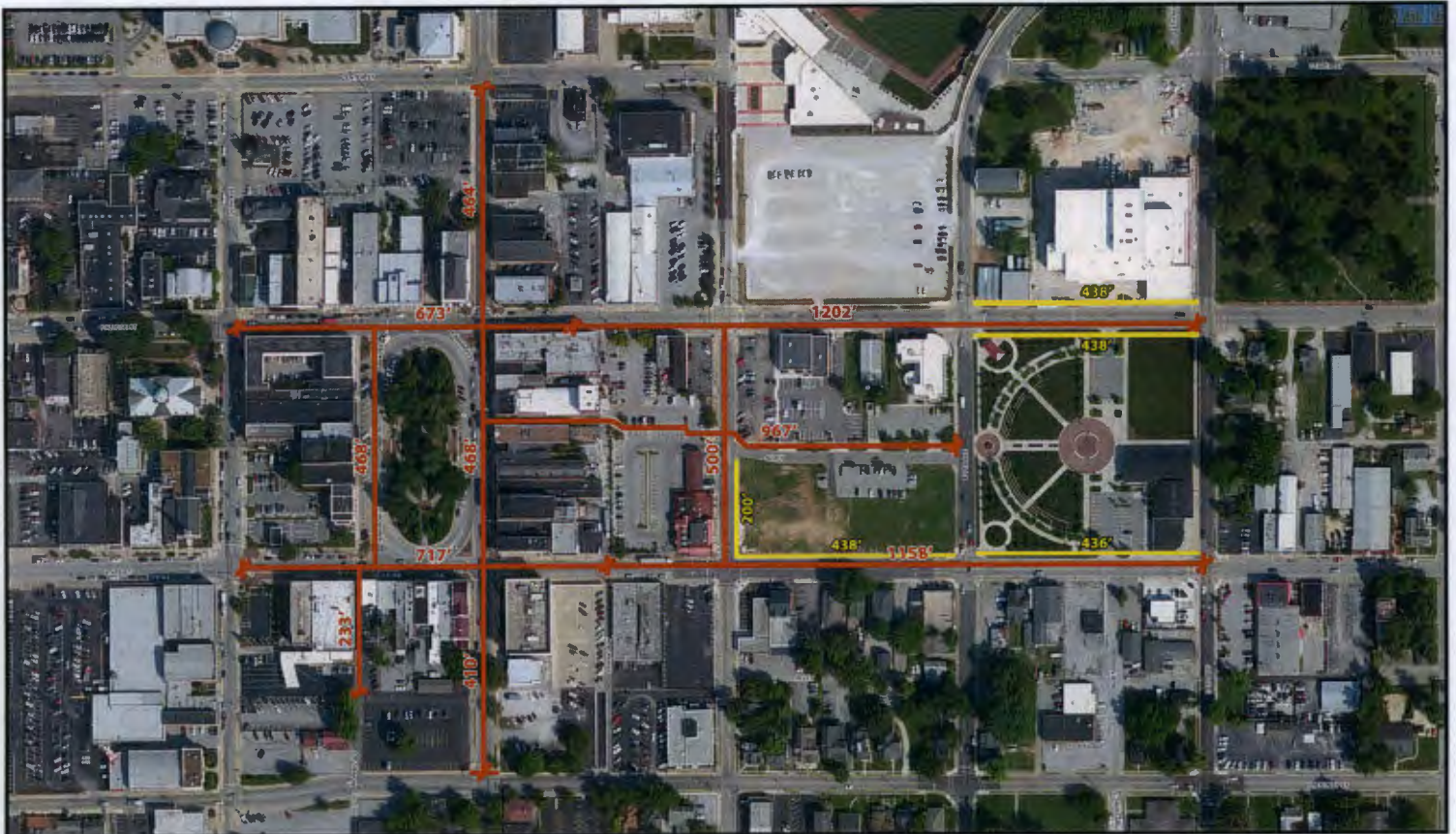


The City of Bowling Green Downtown Square Improvements Project



0 0.01 0.02 0.04
Miles
1 in = 0.02 miles

V&M
Vaughn & Melton
Engineering | Surveying
www.VaughnMelton.com



MUNICIPAL ORDER NO. 2019 - 190

MUNICIPAL ORDER ACCEPTING THE CITY OF
BOWLING GREEN, KENTUCKY
COMPREHENSIVE ANNUAL FINANCIAL
REPORT FOR THE PERIOD ENDED JUNE 30,
2019 AS PREPARED BY THE DEPARTMENT OF
FINANCE AND AUDITED BY MOUNTJOY
CHILTON MEDLEY CPAS & ADVISORS, LLP

WHEREAS, the City of Bowling Green, Kentucky contracts for an annual audit examination of its financial statements, funds, records and accounts in accordance with applicable Kentucky Revised Statutes; and,

WHEREAS, the firm of Mountjoy Chilton Medley CPAs & Advisors, LLP was retained to conduct said audit examinations in accordance with generally accepted auditing standards; and,

WHEREAS, the audit examinations have been completed and the auditor's opinion and notes have been included in the City's Comprehensive Annual Financial Report (CAFR); and,

WHEREAS, by Ordinance No. BG2006-41, the City of Bowling Green Audit Committee was created, which has among other duties, the duty to review the CAFR and provide recommendation for approval to the Board of Commissioners; and,

WHEREAS, at a special meeting on October 29, 2019, the Audit Committee reviewed the CAFR for Fiscal Year Ended June 30, 2019, as prepared by the Department of Finance and audited by Mountjoy Chilton Medley CPAs & Advisors, LLP; and,

WHEREAS, by Resolution No. 2019-1 of the Audit Committee, the Committee approved the CAFR and recommended approval of this Financial Report to the City of Bowling Green Board of Commissioners.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The Comprehensive Annual Financial Report (CAFR) prepared for the period ended June 30, 2019 by the Department of Finance and audited by Mountjoy Chilton Medley CPAs & Advisors,

(Municipal Order No. 2019 - 190)

LLP, which was recommended for approval by the City of Bowling Green Audit Committee, is hereby accepted.

2. The Office of City Clerk and all other City officials are hereby authorized and directed to publish the Annual Audit pursuant to Kentucky Revised Statutes.

3. This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/30/2019, 7:30 a.m.

ERIN BALLOU, CMA, CPFO
Assistant Chief Financial Officer

MARILYN PARRIGIN
Procurement Manager



SEAN WEEKS, CPFO
Assistant Chief Financial Officer

DAVID L. LYNE
Occupational License Manager

KATIE E. SCHALLER-WARD
Assistant City Manager/CFO

FINANCE DEPARTMENT

DATE: October 30, 2019
TO: Jeff Meisel, City Manager
THROUGH: Katie Schaller-Ward, Assistant City Manager/Chief Financial Officer *KSW*
FROM: Erin Ballou, Assistant Chief Financial Officer *ab*
RE: Fiscal Year 2019 Comprehensive Annual Financial Report

The Comprehensive Annual Financial Report (CAFR) for the period ending June 30, 2019, has been provided for your review. The City's external auditors, MCM CPAs & Advisors, LLP, have given an unmodified (clean) opinion that the CAFR fairly represents the City's financial position for Fiscal Year 2019. Additionally, the Audit Committee met on October 29, 2019, with the external auditors and City staff to review the financial statements. Key financial indicators of the governmental financial statements, excluding the Convention Center, are highlighted below:

- Overall governmental net position increased to \$179.4M, or +4.9%, over \$171.0M reported last year. This is primarily a result of the reduction of outstanding debt and increased cash and investment holdings.
- Net Pension Liability (NPL) is \$84.9M for FY19 and increased by \$3.1M, or +3.9%, over \$81.8M reported last year. The State provides this figure to all governments participating in CERS based on an actuarial report of the retirement system.
- Net OPEB (Postemployment Benefits Other Than Pensions) Liability is \$24.9M and decreased by -\$4.7M, or -15.9%, from the \$29.6M reported in FY18. The figure is also provided by the State to all governments participating in CERS and is based on an actuarial report of the retirement system.
- Overall governmental fund balance is \$73.6M, which increased by \$6.8M, or +10.2%, over last year. The change is due to increased revenues from intergovernmental grants and decreased expenditures, primarily in capital outlay.
- General Fund fund balance increased by +\$0.4M, or +1.5%, to \$28.0M. It is important to note that this total includes Committed Fund Balance of \$18.5M, which is the City's "rainy day" reserve funding. This balance is adjusted annually and is equal to 25% of General Fund adopted revenues.

Please feel free to contact us with any questions.

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RESOLUTION NO. 2019 - 1

RESOLUTION APPROVING THE COMPREHENSIVE
ANNUAL FINANCIAL REPORT FOR FISCAL YEAR
ENDING JUNE 30, 2019, AS PREPARED BY THE CITY
OF BOWLING GREEN FINANCE DEPARTMENT AND
AUDITED BY MOUNTJOY CHILTON MEDLEY CPAS &
ADVISORS, LLP

WHEREAS, the City of Bowling Green created by ordinance the City of Bowling Green Audit Committee;
and,

WHEREAS, the ordinance provides that among the duties of the Audit Committee is the review of the
Comprehensive Annual Financial Report (CAFR) and a recommendation of approval to the Board of
Commissioners; and,

WHEREAS, the Audit Committee has reviewed the Comprehensive Annual Financial Report (CAFR) for
Fiscal Year Ending June 30, 2019, as prepared by the City of Bowling Green Finance Department and audited by
Mountjoy Chilton Medley CPAs & Advisors, LLP; and,

WHEREAS, it is in the best interests of the Audit Committee to recommend approval of this Financial
Report to the City of Bowling Green Board of Commissioners.

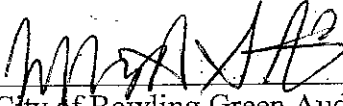
NOW, THEREFORE, BE IT RESOLVED by the City of Bowling Green Audit Committee as follows:

1. The Comprehensive Annual Financial Report (CAFR) for the City of Bowling Green for Fiscal Year
Ending June 30, 2019, as prepared by the City of Bowling Green Finance Department and audited by Mountjoy
Chilton Medley CPAs & Advisors, LLP, a copy of which is attached to this Resolution and made a part of this
Resolution as if copied in full herein, is hereby approved and the Audit Committee recommends approval of this
Financial Report to the City of Bowling Green Board of Commissioners.
2. This Resolution shall be in full force and effect upon signature.

Audit Committee Resolution No. 2019-1

(Audit Committee Resolution No. 2019 - 1).

ADOPTED: October 29, 2019

APPROVED: 
Chairperson, City of Bowling Green Audit Committee



Auditor's Communication

City of Bowling Green,
Kentucky

June 30, 2019

Introduction







Thank you for the opportunity to submit the following information related to our 2019 audit of the City of Bowling Green (the "City"). We have audited the financial statements of the City as of and for the year ended June 30, 2019, and have issued our report thereon dated October 29, 2019. Professional standards require that we communicate to those charged with governance the following information related to our audit engagement. This communication is intended solely for the information and use of the Board of Commissioners and management, and is not intended to be and should not be used by anyone other than these specified parties, without obtaining our permission.



Audit Engagement Team



	John Hill	Engagement Partner	502.882.4381 john.hill@mcmcpa.com
	Lee Ann Watters	Principal	502.783.2528 leeann.watters@mcmcpa.com
	Ben Dennison	Manager	859.514.7779 ben.dennison@mcmcpa.com
	Sarah Blackwell	Manager	859.514.7795 sarah.blackwell@mcmcpa.com

Required Communications



MCM's Responsibilities

- + To plan and perform our audit engagement to obtain reasonable, but not absolute, assurance and to form and express an opinion about whether the financial statements, that have been prepared by management with your oversight, are free of material misstatement and are presented fairly in accordance with accounting principles generally accepted in the United States of America.
- + Our audit engagement included consideration of internal control over financial reporting as a basis for designing our procedures that were appropriate in the circumstances, but not for the purpose of expressing an opinion or providing any assurance on the effectiveness of the City's internal control over financial reporting.



Required Communications (Cont.)



Management's Responsibilities

- + The financial statements, including the related notes to the financial statements.
- + The City's internal controls.
- + MCM's audit of the financial statements does not relieve you or management of your responsibilities.



Required Communications (Cont.)



Planned Scope and Timing of the Audit Engagement

- + Engaged to audit the financial statements for the year ended June 30, 2019.
- + Performed the audit engagement according to the planned scope and timing as contemplated in our engagement letter dated March 1, 2019 and as previously communicated to management in our letter to the Board of Commissioners.



Required Communications (Cont.)



Corrected and Uncorrected Misstatements

- + There were no corrected or uncorrected financial statement misstatements detected as a result of our audit procedures.



Required Communications (Cont.)



Accounting Policies

- + Management is responsible for the selection and use of appropriate accounting policies.
- + The significant accounting policies used by the City are described in Note 1 to the financial statements.
- + The City adopted GASB 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*, for the year ended June 30, 2019. This Statement requires that additional essential information related to debt be disclosed in notes to the financial statements.
- + No matters came to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions or (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Required Communications (Cont.)



Accounting Estimates

- + Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.



Required Communications (Cont.)



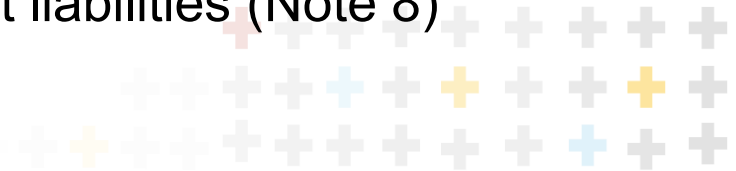
The following are considered to be the most sensitive estimates affecting the financial statements:

- + Landfill Closure Liability
- + Insurance Claims Liability
- + Depreciation Expense
- + Allowance for Doubtful Accounts
- + Pension Actuarial Estimates
- + Other Post Employment Benefit Actuarial Estimates
- + Infrastructure Costs



Financial Statement Disclosures

- + Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users.
- + The most sensitive disclosures affecting the financial statements pertain to:
 - + Long-term debt (Note 3E)
 - + Commitments and contingencies (Note 5)
 - + Pension liabilities (Note 7)
 - + Other post-employment benefit liabilities (Note 8)



Required Communications (Cont.)



Recently Issued Accounting Standards Updates

- + GASB No. 84, *Fiduciary Activities* - effective for the fiscal year ending June 30, 2020.
- + GASB No. 87, *Leases* - effective for the fiscal year ending June 30, 2021.
- + GASB No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period* - effective for the fiscal year ending June 2021.



Required Communications (Cont.)



Internal Control Matters

- + During the conduct of our 2019 audit engagement, we did not become aware of any material weaknesses, the definition of which is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis.



Required Communications (Cont.)



Identified or Suspected Fraud

- + During the conduct of our 2019 audit engagement, we did not become aware of any fraud or illegal acts.
- + Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the City involving management, employees who have significant roles in internal control, and/or others where the fraud or illegal acts could have a material effect on the financial statements.



Required Communications (Cont.)



Difficulties Encountered in Performing the Audit Engagement

+ None

Disagreements with Management

+ None



Required Communications (Cont.)



Compliance with Ethics Requirements Regarding Independence

- + The audit engagement team, others at MCM, as appropriate, and MCM have complied with all relevant ethical requirements regarding independence.

Issues Discussed Prior to the Retention of MCM

- + We had no discussions regarding audit or accounting matters that were other than routine prior to being retained.



Management's Consultations with Other Accountants

- + Management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations.
- + To our knowledge, there were no such consultations with other accountants related to the 2019 audit engagement.



Required Communications (Cont.)



Representations Requested from Management

- + The representations requested from management are reflected in the management representation letter dated October 29, 2019. See a copy of the signed management representation letter as attached to this communication.



ERIN BALLOU, CMA, CPFO
Assistant Chief Financial Officer

MARILYN PARRIGIN
Procurement Manager



SEAN WEEKS, CPFO
Assistant Chief Financial Officer

DAVID L. LYNE
Occupational License Manager

KATIE E. SCHALLER-WARD
Assistant City Manager/CFO

FINANCE DEPARTMENT

October 29, 2019

MCM CPAs & Advisors LLP
333 W. Vine Street
Suite 1000
Lexington, KY 40507

This representation letter is provided in connection with your audit of the financial statements of the City of Bowling Green, which comprise the statement of financial position as of June 30, 2019 and the related statements of operations and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements of the various opinion units are presented fairly, in all material respects, in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of October 29, 2019.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated March 1, 2019, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- The financial statements referred to above have been fairly presented in accordance with U.S. GAAP and include all properly classified funds, required supplementary information, and notes to the basic financial statements.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

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- With respect to the nonattest services provided, we have performed the following:
 - Made all management decisions and performed all management functions;
 - Assigned a competent individual to oversee the services;
 - Evaluated the adequacy of the services performed;
 - Evaluated and accepted responsibility for the result of the service performed; and
 - Established and maintained internal controls, including monitoring ongoing activities.
- Significant assumptions used by us in making accounting estimates are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- With regard to items reported at fair value:
 - The underlying assumptions are reasonable, and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, and GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All net position components and fund balance classifications have been properly reported.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.

- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- Nonexchange and exchange financial guarantees, either written or oral, under which it is more likely than not that a liability exists have been properly recorded, or if we are obligated in any manner, are disclosed.
- With regard to the pension liability related to GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, and the OPEB liability related to GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*:
 - We believe that the actuarial assumptions and methods used to measure liabilities and costs for financial accounting purposes are appropriate in the circumstances.
 - We have recorded the amounts of the liabilities and related deferred inflows and outflows from the actuarial reports prepared the Kentucky Retirement Systems.
- We have adopted Governmental Accounting Standards Board (GASB 88) for the year ended June 30, 2019 with no impact to net position or changes to net position.
- We have not completed the process of evaluating the impact that will result from adopting GASBs No. 84, 87, and 91. Therefore, we are unable to disclose the impact that adopting these standards will have on our financial position and results of operations when the statements are adopted.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our analysis of the entity's ability to continue as a going concern, including significant conditions and events present, and if necessary, our analysis of management's plans, and our ability to achieve those plans.

- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors (contractors), regulators, or others.
- We have no knowledge of any instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- We have no knowledge of any instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- We have a process to track the status of audit findings and recommendations.
- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements. In relation to the action brought by Jeffrey Queen and handled by Bell Hess and Van Zant, we believe any legal fees as a result of this lawsuit will be fully covered by our insurance and will not result in any liability to the City.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The City of Bowling Green has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the City of Bowling Green is contingently liable.
- We have no nonexchange financial guarantees, under which we are obligated to be recorded as liabilities.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.

- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*.
 - Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62.
- The City of Bowling Green has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB-62. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- Provisions for uncollectible receivables have been properly identified and recorded.
- The government meets the GASB-established requirements for accounting for eligible infrastructure assets using the modified approach.
- We agree with the calculations of internal specialists regarding the landfill liability calculation and have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialist.
- We have accurately disclosed our assessment of the Hobson Grove Landfill and we are not aware of any financial or regulatory obligation associated with this property for which the City would be liable.
- We agree with the calculations of internal specialists regarding the capital assets infrastructure calculations and have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialist.
- With regard to the Police and Firemen's Pension, we believe the actuarial assumptions and methods used to measure pension liabilities and costs for financial accounting purposes are appropriate in the circumstances.
- We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and

presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

- We acknowledge our responsibility for presenting the Budgetary Comparison Schedule, Pension Schedules, OPEB Schedules, Modified Approach for City Streets Infrastructure Capital Assets and Combining and Individual fund statements and schedules in accordance with accounting principles generally accepted in the United States of America.
- With respect to the Budgetary Comparison Schedules, Pension Schedules, OPEB Schedules, Modified Approach for City Streets Infrastructure Capital Assets and Combining and Individual fund statements and schedules:
 - We believe this information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - The methods of measurement and presentation of the Budgetary Comparison Schedule, Pension Schedules, OPEB Schedules Modified Approach for City Streets Infrastructure Capital Assets and Combining and Individual fund statements and schedules have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- If the Budgetary Comparison Schedule, Pension Schedule, Modified Approach for City Streets Infrastructure Capital Assets and Combining and Individual fund statements and schedules is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- We acknowledge our responsibility for the information presented in the Statistical Section and we believe the information is accurate and meets the requirements of the Government Finance Officers Association.

Single Audit

With respect to federal awards, we represent the following to you:

- We are responsible for understanding and complying with, and have complied with, the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.
- We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- The methods of measurement or presentation have not changed from those used in the prior period.
- We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.

- We have notified you of federal awards and funding increments that were received before December 26, 2014 (if any) and differentiated those awards from awards and funding increments received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
- When the schedule of expenditures of federal awards is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the entity of the schedule of expenditures of federal awards and the auditor's report thereon.
- We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- We have provided to you our interpretations of any compliance requirements that are subject to varying interpretations.
- We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
- We have received no requests from a federal agency to audit one or more specific programs as a major program.
- We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal awards, including the results of other audits or program reviews, or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to period covered by the auditor's report.
- We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- We have monitored subrecipients, as necessary, to determine if they have expended subawards in compliance with federal statutes, regulations, and the terms and conditions of the subaward and have met the other pass-through entity requirements of the Uniform Guidance.

- We have issued management decisions for audit findings that relate to federal awards we make to subrecipients and such management decisions are issued within six months of acceptance of the audit report by the FAC. Additionally, we have followed-up ensuring that the subrecipients have taken the appropriate and timely action on all deficiencies detected through audits, on-site reviews, and other means that pertain to the federal award provided to the subrecipient from the pass-through entity.
- We have considered the results of subrecipients' audits and have made any necessary adjustments to our own books and records.
- We have properly classified amounts claimed or used for matching in accordance with related guidelines in the Uniform Guidance, as applicable.
- We have charged costs to federal awards in accordance with applicable cost principles.
- We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- The reporting package does not contain personally identifiable information.
- We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.
- We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

In addition:

- We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
- We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance, have occurred subsequent to the period covered by the auditor's report.

- We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.



Jeff Meisel, City Manager



Katie Schaller-Ward, Assistant City Manager/Chief Financial Officer

CITY OF BOWLING GREEN, KENTUCKY

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended June 30, 2019



Photo Credit: Teresa Morel

City of Bowling Green

Comprehensive Annual Financial Report

For the Fiscal Year Ended June 30, 2019



Issued by the
Department of Finance
City of Bowling Green, Kentucky

City of Bowling Green, Kentucky

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City of Bowling Green, Kentucky

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ERIN BALLOU, CMA, CPFO
Assistant Chief Financial Officer

MARILYN PARRIGIN
Procurement Manager



SEAN WEEKS, CPFO
Assistant Chief Financial Officer

DAVID L. LYNE
Occupational License Manager

KATIE E. SCHALLER-WARD
Assistant City Manager/Chief Financial Officer

FINANCE DEPARTMENT

October 29, 2019

Honorable Mayor Bruce Wilkerson
Members of the Board of Commissioners
Residents of Bowling Green

Dear Mayor, City Commissioners, and Residents of Bowling Green:

We are pleased to submit the Comprehensive Annual Financial Report (CAFR) of the City of Bowling Green, "the City", for the fiscal year ended June 30, 2019. The CAFR was prepared in conformance with Generally Accepted Accounting Principles (GAAP) and the reporting standards of the Governmental Accounting Standards Board (GASB). The CAFR includes all funds of the City and the component units.

Management of the City is responsible for the accuracy of the data presented as well as the completeness and fairness of the presentation of this information. To provide a reasonable basis for making these representations, the City has established a comprehensive internal control framework that is designed to protect the City's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of internal controls should not exceed the benefits likely to be derived from their use and that such cost-benefit evaluation requires estimates and judgment by management.

To the best of our knowledge and belief, this financial report is complete and reliable in all material respects and fairly presents the financial position and results of the operations of the City. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included in this report.

The independent accounting firm of MCM CPAs and Advisors LLP, Certified Public Accountants, has audited the City's financial statements. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended June 30, 2019 are free of any material misstatement.

The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by the City; and evaluating the overall financial statement presentation. The independent auditor rendered an unmodified ("clean") opinion that the City's financial statements for the fiscal year ended June 30, 2019 are fairly presented in all material respects in conformity with GAAP. Their report is the first component in the Financial Section of this report.

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Additionally, MCM CPAs and Advisors LLP included an audit of federal grants in order to meet the requirements of federal grantor agencies as outlined by the U.S. Office of Management and Budget's Uniform Administrative Requirements (2 CFR 200.501), Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). These standards require the auditor to report not only on the fairness of the representation of the financial statements, but also on the internal controls and compliance with legal requirements of the federal awards. The Single Audit Report is included with this report.

PROFILE OF THE CITY

Bowling Green, the "Park City" of Kentucky, was established in 1798, and is located in the south-central part of Kentucky. The City occupies a land area of 40.75 square miles, has an estimated population of 68,400, and serves as the retail, educational, medical, commercial, and social hub for south-central Kentucky and northern Tennessee. The labor market area, which measures employable workers that are 18 years and older, is measured at approximately 502,500 for the area encompassing a sixty minute drive from the City.

The City operates under the City Manager form of government, one of the alternative forms of municipal government established under Kentucky Statutes. Under this form of government, a Mayor, who is elected for a term of four years, and four City Commissioners, who serve two years each, are all voted into office in non-partisan elections. The Mayor and the City Commissioners comprise the Board of Commissioners, "the Board", in which all legislative and executive authority of the City is vested. As such, the Board is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and ratifying the hiring of all City staff. The Board appoints a City Manager, who serves as the Chief Administrative Officer of the City and enforces City ordinances and policy as well as carrying out day-to-day operations. The City's workforce as of June 30, 2019, was comprised of 478 authorized full-time positions and 465 of those positions were occupied, with 61% of the employees dedicated to public safety.

The City provides a full range of municipal services, including police and fire protection, engineering and inspection services, construction and maintenance of streets and other infrastructure, recreational activities and cultural events, and general administrative services. As required by GAAP, the financial statements of the City also include certain other agencies called component units. A component unit is generally a legally separate entity for which the City is financially accountable. The City is financially accountable for a legally separate organization if City officials appoint a voting majority of the board and it is either able to impose its will on that organization or there is potential for the organization to provide the City specific financial benefits, or impose specific financial burdens on the City.

In accordance with GASB Statement No. 61, "*The Financial Reporting Entity*", and based on the foregoing criteria, the City has presented the Bowling Green Police and Firefighters' Retirement Fund and The Convention Center Corporation as blended component units within the City's basic financial statements because the component units' governing body is substantially the same as the governing body of the City, the component units are dependent upon the City financially and operationally. Bowling Green Municipal Utilities is included as a discretely presented component unit because the City is financially accountable and is able to impose its will on the organization, or the component unit provides specific financial benefits or imposes specific financial burdens on the City. The Bowling Green - Warren County Airport, Bowling Green Independent School District, Housing Authority of Bowling Green, and other various related organizations providing services within the City do not meet the financial accountability criteria discussed above and, therefore, are excluded from this report.

The annual budget serves as the foundation for the City's financial planning and control. The City Manager submits a proposed budget to the Board in May. Under State statute, this budget must be balanced for each fund and total available funds must equal or exceed total anticipated expenditures. The Board then conducts public meetings on the proposed budget. Prior to July 1, the budget is legally enacted through passage of an ordinance. During the year, the Assistant City Manager/Chief Financial Officer is authorized to transfer budgeted amounts between departments within any fund. However, the Board must approve any revisions that alter the total expenditures of any fund. During this fiscal year, there were three such budget amendments.

FACTORS AFFECTING FINANCIAL CONDITION

The following is a brief discussion of factors affecting the financial condition of the City. Additional detailed information can be found in the Management's Discussion and Analysis (MD&A), in the Financial Section of this report.

Local Economy

The local economy is comprised of a well-balanced blend of service, manufacturing, retail and other industries that support the City's main revenue source, employee withholdings fees. Bowling Green is the home of Western Kentucky University (WKU), the City's largest employer with over 4,100 employees and a prime catalyst for the local economy. The University's total enrollment for the Fall 2018 semester including undergraduate and graduate students was 19,461, another solid year for enrollment. WKU also houses one of the nation's top-rated high schools, the Gatton Academy for Mathematics and Sciences, which according to *Niche.com* 2020 Best Schools, ranks as the 2nd best public high school in Kentucky and top 20% in the nation. Other major employers include the General Motors Corvette assembly plant and two regional hospitals. In addition, countless local businesses prosper in the community proving that the entrepreneurial spirit is alive and well in the region.

Aggressive cooperative strategies are in place between the local governments, the Chamber of Commerce, and the Economic Development Authority that continue to attract business and jobs to the community. The City consistently scores high in national rankings of preferred business locations and favorable environments for the creation and development of businesses due to rich economic, social and cultural environments. During FY2019, the Bowling Green Area Chamber of Commerce announced capital investments totaling more than \$188.5 million and the creation of nearly 640 new jobs. According to *Site Selection Magazine*, Bowling Green is ranked number one in the U.S. for economic development results in 2018 for tier-2 metropolitan areas.

The most recent rankings published by *Forbes* for the City, has Bowling Green ranked 36th for Job Growth Rate for "Best Small Places for Business and Careers" out of 200 cities and 69th for Low Cost of Doing Business, with an overall ranking of 53rd. According to *Money.com*'s Best Place to Live in Every State, Bowling Green, Kentucky was selected based on the second largest university in the state, relatively small but growing population, low entry into market for first-time homeowners and cited Moody's Analytics as predicting a 7.4% increase in job growth by 2022.

Bowling Green's average unemployment rate during the past fiscal year decreased by 0.1%; ending the year below the State average. Bowling Green began Fiscal Year 2019 with an unemployment rate of 4.5%, versus 4.7% for the State and 3.9% nationally. By the end of the fiscal twelve months, the City's unemployment rate was 4.8%, versus 4.9% for the State and 3.7% for the Nation. Bowling Green's unemployment rate during Fiscal Year 2019 averaged 3.9%, versus 4.2% statewide and 3.8% across the United States.

Bowling Green was able to grow revenue collections during Fiscal Year 2019 compared to prior year levels by 2.7%. The payroll tax base posted a gain of approximately \$40.9 million, which increased employee withholding fee collections by \$757,000, or +1.8%, over Fiscal Year 2018, and contributed

to total withholding receipts of \$41.8 million. Total employee withholding revenue increased by an average of 3.5% over the prior three years, a strong improvement compared to the short period of decline in 2008-09. The City's second most important revenue source, property tax revenues, outperformed the FY2018 actual collections by \$619,000, or +4.9%, contributing to a total collection of \$13,303,000. New business registrations issued during the fiscal year totaled 1,105.

Although, the economic recovery that began a few years ago has begun to level off with marginal growth expectations moving forward, management believes the local economy remains strong and vibrant with the announcement of new jobs almost every month. The City is committed to aggressively competing for jobs and building a skilled workforce, attracting jobs to the area by offering incentives to new businesses locating in the area and encouraging the expansion of existing businesses to grow the job base. Western Kentucky University continues to be a stabilizing force for the local economy along with the health care and manufacturing sectors.

Long-term Financial Planning

The City's budget team, which is composed of the City Manager, Assistant City Manager/Chief Financial Officer, Human Resources Director, and Assistant Chief Financial Officers, is primarily responsible for the long-term financial planning for the City. Long-term fiscal sustainability is a top focus of the budget team. The Assistant City Manager/CFO prepares the revenue forecast for the budget each year and budgeted expenditures are matched to revenue projections. Great emphasis is placed on current year operating revenues equaling or exceeding current year operating expenditures. Conservatism is used when preparing the annual revenue projection in order to avert budget shortfalls and to help encourage fiscal responsibility on the expenditure side. The use of fund balance is reserved for one-time capital expenditures. The City continues to make progress in reducing and eliminating debt and takes advantage of available debt refinancing opportunities.

Relevant Financial Policies

The City maintains an adopted Financial Policies and Procedures that addresses various areas of operations such as revenue collection, banking services, investments, debt management, budget management, and fund balance reserves. The Fund Balance policy is included in the Financial Policies and prescribes a 25% minimum reserve balance in the General Fund. The increase of 5% became effective on July 1, 2016, with the previous minimum reserve balance of 20% of the General Fund adopted revenue budget. Segregation of duties and internal controls are also a common theme to achieve sound financial operations in the sections covering accounting, accounts payable, revenue collections, payroll, cash management, investments, fixed assets, and procurement card guidelines.

Major Initiatives

The City continues to emphasize delivery of focused public services in a manner that provides maximum efficiency, effectiveness, and value to the residents of Bowling Green. The City's major initiatives during the year are discussed below.

The Public Works department continues to be committed to improving the City's street, sidewalk and stormwater infrastructure. The street overlay program was allocated an amended budget of \$2.3 million in FY2019 to resurface approximately 20.0 miles of roadway and make other intersection, curb and gutter improvements at selected locations. In FY2020, this budget was set at \$2.0 million. The thirteenth year of participation in the sidewalk improvement program was completed in 2019 and has resulted in over 15.5 miles of new sidewalk construction, and the FY2020 budget continues with another \$500,000. The stormwater program is in its ninth year and over \$5.25 million in local tax revenues have been dedicated since then to undertake large scale drainage improvements across the City, with the FY2020 budget remaining at \$500,000. Work began on Phase I of the streetscape and alley improvements in downtown Bowling Green during FY2019 and funding was included in the FY2020 budget to begin design services on Phase II to extend the project further down College and State Streets toward the riverfront. Phase II of Smallhouse Road was completed during FY2019 and Phase III received \$500,000 in FY2020 for improvements to continue at the intersection with

Scottsville Road. Design of the Shive Lane widening and roundabout project, Phase I, was completed in FY2019 and construction is slated to start during FY2020. More funding was also allocated in the FY2020 budget to progress with Phase II of the Shive Lane project from Ken Bale Boulevard to connect to a new roundabout at Middle Bridge Road.

The Parks and Recreation Department continued and completed several projects during Fiscal Year 2019. Preston Miller Park projects were completed totaling over \$2.8 million to construction four new soccer fields, a new facility to house public restrooms with a storage area and mechanical room, and an outdoor fitness site. At the Russell Sims Aquatic Center construction of a new entry building was completed along with improvements to existing restrooms at a cost of \$1.0 million. The Lampkin Park sprayground (\$686,000), Kereiakes Park little league ballfield lighting (\$276,500), and Lampkin Park greenways (\$268,000) projects were also finalized in FY2019. Other projects in-progress during the fiscal year, but not yet complete, included the construction of a new multi-use synthetic turf at Lampkin Park with an estimated total cost of \$395,000 and renovations to the basketball courts at the Parker Bennett Community Center at an anticipated cost of \$200,000. Also, construction of new greenways and pathways at Pedigo Park, West End Park, and Moss Middle School commenced in FY2019 and are expected to be completed in FY2020. Additionally, reconfiguration of the Golf Course at RiverView began during FY2019 to add a driving range and make needed improvements to the greens of the 9-hole course.

Several pieces of larger equipment were purchased during FY2019 for the Public Works Department, including: a compact motor grader, Ford dump truck, mounted pressure washer, water quality monitoring station, and mobile water quality meter for a total cost of \$292,000. Also, the Fire Department completed the purchase of six new fire trucks during the fiscal year at a cost of over \$3.5 million. The trucks were built to the City's specifications and all have now been delivered and are in-service.

AWARDS AND ACKNOWLEDGEMENTS

Awards

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Bowling Green for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

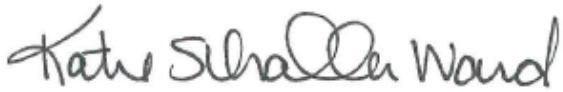
The GFOA has also given an Award for Outstanding Achievement in Financial Reporting to the City of Bowling Green for its Popular Annual Financial Report for the fiscal year ended June 30, 2018. The Award for Outstanding Achievement in Popular Annual Financial Reporting is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government popular reports. In order to receive an Award for Outstanding Achievement in Popular Annual Financial Reporting, a government must publish a Popular Annual Financial Report whose contents conform to program standards of creativity, presentation, understandability and reader appeal.

A Certificate of Achievement for Excellence in Financial Reporting and an Award for Outstanding Achievement in Popular Financial Reporting are valid for a period of one year only. We believe our current reports continue to conform to the reporting requirements and we will be submitting both reports to the GFOA this year.

Acknowledgements

The preparation of this report could not have been accomplished without the dedicated services of the entire staff in the Department of Finance. We wish to express our sincere appreciation to all members of the department for their assistance, with special thanks to Erin Ballou, Assistant Chief Financial Officer; Sean Weeks, Assistant Chief Financial Officer; and to the staff of MCM CPAs and Advisors LLP.

Respectfully submitted,

A handwritten signature in dark ink, reading "Katie Schaller-Ward". The signature is written in a cursive, flowing style.

Katie Schaller-Ward
Assistant City Manager/Chief Financial Officer



Government Finance Officers Association

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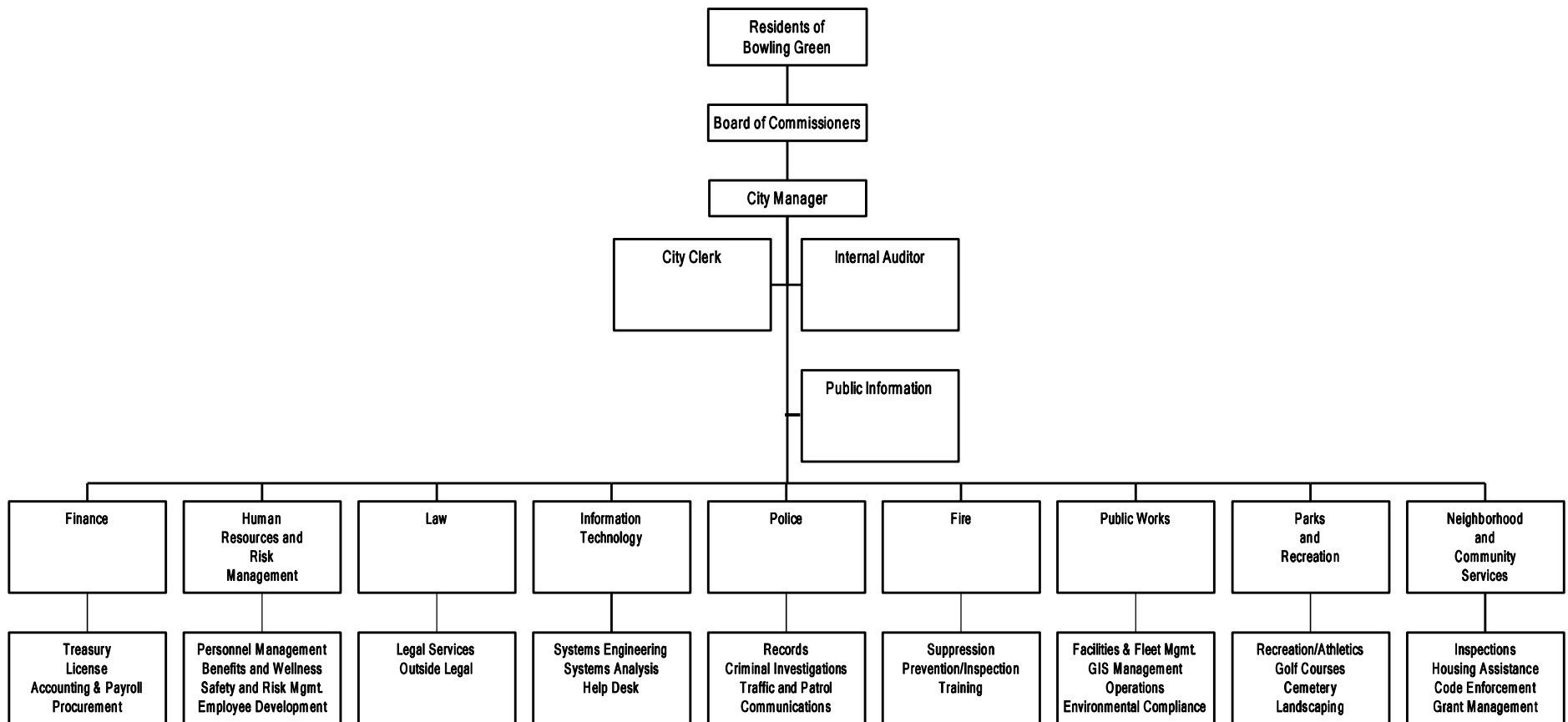
For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morill

Executive Director/CEO

CITY OF BOWLING GREEN



**City of Bowling Green, Kentucky
Directory – Principal Officials**

Mayor and Commissioners

Bruce Wilkerson	Mayor
Dana Beasley-Brown	Commissioner
Joe W. Denning	Commissioner
Brian “Slim” Nash	Commissioner
Sue Parrigin	Commissioner / Mayor Pro Tem

JEFF MEISEL – CITY MANAGER

Administration:

Ashley Jackson	City Clerk
Deborah Jenkins	Internal Auditor

Finance:

Katie Schaller-Ward	Assistant City Manager/CFO
Erin Ballou, CMA, CPFO	Assistant Chief Financial Officer
Sean Weeks, CPFO	Assistant Chief Financial Officer
Marilyn Parrigin	Procurement Manager

Human Resources and Risk Management:

Erin Hulsey	Director
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Law:

H. Eugene Harmon	City Attorney
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Information Technology:

Lynn Hartley	Chief Information Officer
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Public Safety:

Doug Hawkins	Police Chief
Jason Colson	Fire Chief

Public Works:

Greg Meredith	Director
---------------	----------

Parks and Recreation:

Brent Belcher	Director
---------------	----------

Neighborhood and Community Services:

Brent Childers	Director
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Independent Auditor's Report

Honorable Bruce Wilkerson, Mayor
and Commissioners
City of Bowling Green

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Bowling Green, Kentucky (the "City") as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The City's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Policemen and Firefighters' Retirement Fund which reflects total assets of \$6,549,527 as of June 30, 2019, and total additions of \$373,726 for the year ended June 30, 2019. We also did not audit the financial statements of Bowling Green Municipal Utilities which represents all of the assets and the revenues as of and for the year ended June 30, 2019 of the discretely presented component unit. Those financial statements were audited by other auditors whose reports thereon have been furnished to us, and our opinion, insofar as it relates to the amounts included for the Policemen and Firefighters' Retirement Fund and Bowling Green Municipal Utilities is based solely on the reports of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

MCM CPAs & Advisors LLP

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Independent Auditor's Report (Continued)

Auditor's Responsibility (Continued)

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Bowling Green as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 12 to the financial statements, the City has implemented Governmental Accounting Standard Board (GASB) No. 88 during the year ended June 30, 2019. This standard requires additional information be disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 13 through 22, budgetary comparison information on pages 79 through 81, pension and OPEB schedules on pages 82 through 88 and the Modified Approach for City Streets Infrastructure Capital Assets on pages 89 through 91 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Independent Auditor's Report (Continued)

Other Matters (Continued)

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section on pages 1 through 9, combining and individual funds statements and schedules on pages 97 through 144, the statistical section on pages 145 through 171 and the Schedule of Expenditures of Federal Awards on page 177, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements and schedules and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory section and statistical tables have not been subjected to the auditing procedures applied by us and the other auditors in the audit of the basic financial statements and, accordingly, we express no opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 29, 2019 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



Lexington, Kentucky
October 29, 2019

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Management Discussion and Analysis (MD&A) offers readers of the financial statements an overview and analysis of the financial position and activities of the City of Bowling Green ("the City") for the fiscal year ended June 30, 2019. The information presented here should be read in conjunction with the Letter of Transmittal and the financial statements immediately following this analysis.

Financial Highlights

- The City's assets exceeded liabilities at the close of the fiscal year by \$195.2 million (net position). This amount included \$33.0 million of resources restricted to specific projects by laws, regulations or contractual agreements. A deficit total of \$39.7 million of resources was unrestricted due to GASB 68 Accounting and Financial Reporting for Pensions, which was implemented during Fiscal Year 2015, and GASB 75 Accounting and Financial Reporting for Postemployment Benefits other than Pensions (OPEB), which was implemented in Fiscal Year 2018.
- The City's total net position increased \$9.5 million this year, net position of governmental activities increased \$8.4 million and net position of business-type activities increased by \$1.2 million. The increase is a result of the purchase of capital assets and the reduction of outstanding debt through scheduled principal payments during FY2019.
- As of June 30, 2019, the City's governmental funds reported combined ending fund balances of \$73.6 million, an increase of \$6.8 million over the prior year. Of the total fund balances amount, \$7.5 million in the General Fund was unassigned and available for spending. The committed fund balance total of \$18.5 million represents the minimum reserve balance set by the City's reserve balance policy, which calculates the reserve balance as 25% of the adopted revenue budget.
- The City's governmental activities total liabilities and deferred inflows of resources decreased by \$5.8 million and business-type activity debt decreased by \$0.8 million, due to the payment of principal on outstanding debt.

Overview of the Financial Statements

This report was published under the standards for governmental financial reporting prescribed by the Governmental Accounting Standards Board in Statement No. 34 (GASB 34). This reporting format consists of a series of financial statements that provide an overview of all services provided by or supported by the City (the government-wide statements) and provides more detailed information about major programs of the City (the fund statements).

The GASB 34 reporting model was designed to provide improved information to the reader. The statements present a financial picture of the City as a whole through the use of a consolidated statement of all funds, eliminating interfund transfers. In addition, the values of fixed assets of governmental-type operations are presented. Under prior reporting standards, the infrastructure assets for governmental-type funds were not reported or depreciated.

Government-Wide Financial Statements

Government-wide financial statements include the Statement of Net Position and the Statement of Activities. The statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. In accrual accounting, revenues earned and expenses incurred in the fiscal year are taken into account in the financial statements regardless of when cash is actually received or paid.

The Statement of Net Position presents information on all the City's assets and liabilities as of June 30, 2019. Net position is the difference between assets and liabilities. Over time, increases or decreases in net position are one indicator of whether financial health is improving or deteriorating. Information on other factors, such as changes in the revenue structure and the condition of the City's assets, is also needed to assess the overall financial situation of the City.

The Statement of Activities presents the City's annual revenues and expenses, as well as other transactions that increase or reduce net position. Program revenues are offset by program expenses in order to provide better information as to the net program costs that are financed by general government revenues.

The government-wide statements divide the various City functions into three kinds of activities:

- Governmental activities - Most of the City's basic services are reported here, including police, fire, public works, parks, golf, aquatics, community development and general administration. Occupational license fees, property taxes and service charges finance most activities.
- Business-type activities - Activities are primarily funded from the charges and fees to cover the cost of services. This solely includes the operations of the Sloan Convention Center.
- Component units - The City includes one separate legal entity as a component unit: Bowling Green Municipal Utilities. Although legally separate, component units are important because the City is held financially accountable.

Fund Financial Statements

Fund financial statements report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds. Some funds are required to be established by local law or by bond covenants. However, many other funds are established to help control and manage money for a particular purpose. Two types of funds are presented in the fund financial statements: governmental funds and proprietary funds.

- Governmental funds - Most of the City's basic services are reported in governmental funds. The statements provide a short-term view of general government operations and show how services are financed as well as the balances left at year end that are available for future spending. Funds are reported using the modified accrual basis of accounting, which measures cash and all other financial assets that can be readily converted to cash. The relationship between the governmental activities (reported in the Statement of Net Position and Statement of Activities) and the governmental funds is described in a reconciliation, which is presented immediately following the fund financial statements. Under accounting guidelines, the City considers the General Fund, WKU Athletics Fund, Debt Service Fund, and ITA Bond Fund to be major governmental funds.
- Proprietary funds - When the City charges fees for services that are intended to cover the majority of the cost of providing the services, whether to outside customers or to other units of the City, the services are generally reported in proprietary funds. The subcategories of the funds include enterprise funds, which are business-type activities, and internal service funds that report services provided to internal units of government. The proprietary funds are reported in the same way that all activities are reported in the government-wide statements, but the fund statements provide more detail. The City considers Convention Center Fund to be a major proprietary fund.

The City as Trustee

The City is trustee, or fiduciary, for the closed Policeman and Fireman's Retirement Fund. The City is also responsible for other assets that, due to a trust arrangement, can be used only for trust beneficiaries. All the City's fiduciary activities are reported separately after the Proprietary Fund Statements. The activities are excluded from the other government-wide and fund statements since the City cannot use these assets to finance operations.

Government-wide Financial Analysis

Net Position

The following table summarizes the City's financial position as of June 30, 2019. The City reported assets greater than liabilities by \$195.2 million, an increase of \$9.5 million over last year. The increase in net position is primarily a result of the reduction of outstanding debt due to scheduled principal payments alongside an increase in capital assets. Business-type activities increased as a result of general revenues, specifically, investment earnings outpacing expenditures. A \$3.1 million increase in assets and deferred outflows of resources is from the current year purchase of capital assets and a driver of the increase in net position over last year. Of the \$195.2 million in net position, \$201.9 million, or 103.4%, was the net investment in capital assets and unrestricted net position equaled a deficit balance of \$39.7 million, or -20.3%. The net position of governmental activity funds totaled \$179.4 million, which was comprised of the net investment in capital assets totaling \$195.0 million, or 108.7%, and a deficit balance of \$48.6 million, or -27.1%, as unrestricted. The unrestricted net position of governmental funds included fund balances of the General Fund and various special revenue funds.

Summary of Net Position

June 30, 2019

(in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Current and other assets	\$ 128.6	\$ 122.5	\$ 8.9	\$ 8.2	\$ 137.5	\$ 130.7
Capital assets	217.0	211.6	6.9	7.2	223.9	218.7
Total assets	<u>345.6</u>	<u>334.1</u>	<u>15.8</u>	<u>15.3</u>	<u>361.4</u>	<u>349.5</u>
Deferred outflows of resources	37.4	46.3	-	-	37.4	46.3
Long-term liabilities	177.3	187.9	-	-	177.3	187.9
Other liabilities	14.2	13.5	-	0.8	14.2	14.3
Total liabilities	<u>191.5</u>	<u>201.4</u>	<u>-</u>	<u>0.8</u>	<u>191.5</u>	<u>202.2</u>
Deferred inflows of resources	12.0	7.9	-	-	12.0	7.9
Net position:						
Net investment in capital assets	195.0	190.0	6.9	6.4	201.9	196.4
Restricted for:						
Debt service	5.5	5.3	-	-	5.5	5.3
Capital projects	24.5	19.5	-	-	24.5	19.5
Community development	1.8	1.9	-	-	1.8	1.9
Perpetual care	1.2	1.1	-	-	1.2	1.1
Unrestricted	<u>(48.6)</u>	<u>(46.8)</u>	<u>8.9</u>	<u>8.2</u>	<u>(39.7)</u>	<u>(38.6)</u>
Total net position	<u>\$ 179.4</u>	<u>\$ 171.0</u>	<u>\$ 15.8</u>	<u>\$ 14.6</u>	<u>\$ 195.2</u>	<u>\$ 185.6</u>

**Numbers may not total due to rounding*

The net position of the City's business-type activities totaled \$15.8 million. Of the net position total, \$6.9 million (44%) was net investment in capital assets and \$8.9 million (56%) was unrestricted.

Analysis of City Operations

The following table summarizes City operations for the fiscal year ended June 30, 2019. Governmental activities increased the City of Bowling Green's net position by \$8.4 million, accounting for 87% of the total increase. The increase in net position is a result of increased capital asset and infrastructure acquisitions and the scheduled paydown of outstanding debt. Business-type activities increased the City's net position by \$1.1 million, which was 12% of the total increase. The increase in Business-type net position is due to the purchase of capital assets and completion of capital improvements during Fiscal Year 2019 at the Convention Center.

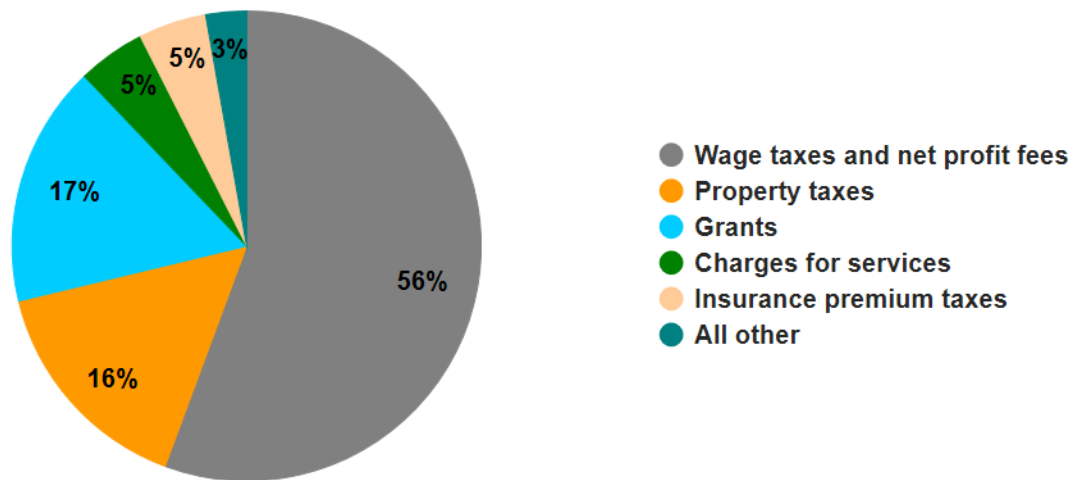
Statement of Activities June 30, 2019 (in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Revenues						
Program revenues:						
Charges for services	\$ 4.5	\$ 4.8	\$ 0.2	\$ 0.1	\$ 4.7	\$ 4.9
Operating grants and contributions	11.4	11.5	-	-	11.4	11.5
Capital grants and contributions	4.6	4.5	-	-	4.6	4.5
General revenues						
Property taxes	15.0	14.3	-	0.1	15.0	14.4
Insurance premium taxes	4.5	4.2	-	-	4.5	4.2
Transient room taxes	-	-	0.5	0.6	0.5	0.6
Wage taxes and net profit fees	53.6	53.5	-	-	53.6	53.5
Other general revenues	2.7	1.2	0.3	-	3.0	1.2
Total revenues	96.3	94.0	1.0	0.8	97.3	94.8
Program Expenses						
General government	28.3	29.6	-	-	28.3	29.6
Public safety	26.3	24.5	-	-	26.3	24.5
Public works	12.7	12.3	-	-	12.7	12.3
Parks and recreation	6.8	7.3	-	-	6.8	7.3
Neighborhood and comm. services	5.3	6.2	-	-	5.3	6.2
Agency services	2.5	2.2	-	-	2.5	2.2
Interest expense	5.1	3.2	-	-	5.1	3.2
Convention Center	-	-	0.8	0.5	0.8	0.5
Total program expenses	87.0	85.3	0.8	0.5	87.8	85.8
Increase/decrease in net position before transfers	9.3	8.7	0.2	0.3	9.5	9.0
Transfers	(0.9)	(1.0)	0.9	1.0	-	-
Change in net position	8.4	7.7	1.1	1.3	9.5	9.0
Net position, beginning of year	171.0	163.2	14.6	13.3	185.6	176.5
Net position, end of year	\$ 179.4	\$ 171.0	\$ 15.8	\$ 14.6	\$ 195.2	\$ 185.5

*Numbers may not total due to rounding

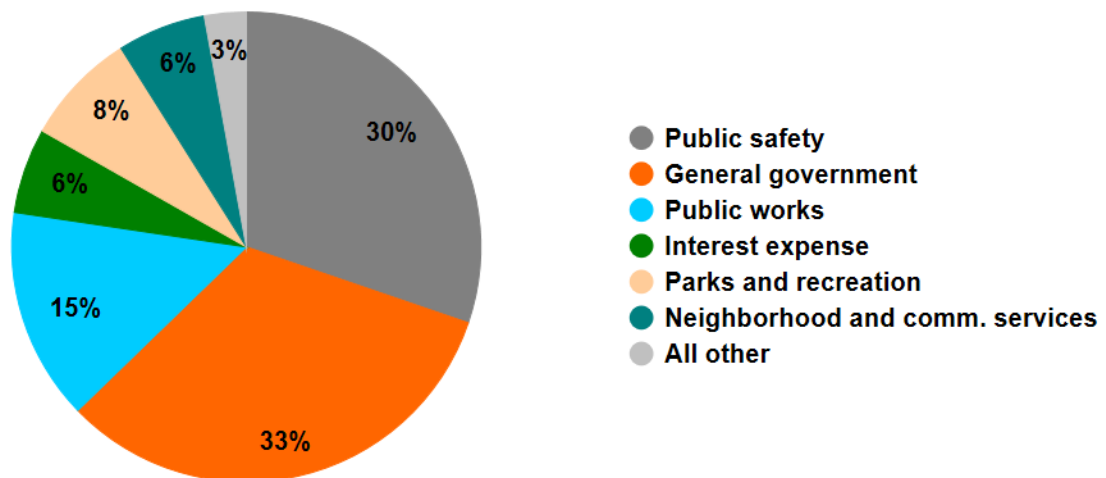
Total revenues for the City's governmental activities totaled \$96.3 million at June 30, 2019, compared to \$94.0 million in the prior year. The increase is due to the collection of additional property taxes over the previous year, which is a result of new home construction and property value assessment increases, as well as growth from investment earnings and sale of capital assets, primarily the sale of two fire apparatus. The City's largest source of revenue, wage taxes and net profit fees, totaled \$53.6 million, or 55.7%, of governmental revenue during FY2019. The second largest category of revenues, operating and capital grants, accounted for \$16.0 million, or 16.6%, of total revenue. Other revenue sources included property taxes (\$15.0 million), charges for services (\$4.5 million) and insurance premium taxes (\$4.5 million).

Governmental Funds Revenue Sources



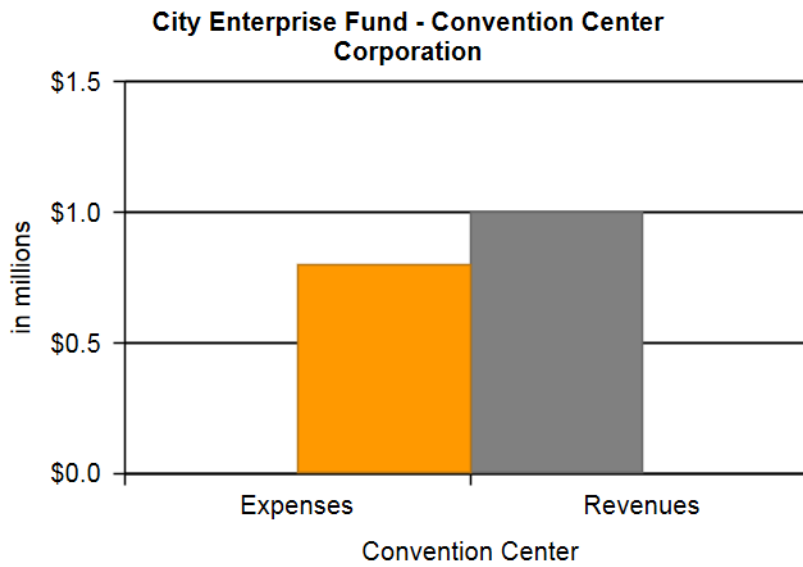
Current year expenses of the City's governmental activities totaled \$87.0 million, compared to \$85.3 million in the prior year. The primary increase in expenses was due to the purchase of six new fire apparatus in the Public Safety program. The City's largest expense category, General Government, ended the fiscal year with expenses totaling \$28.3 million, or 32.5%, of total expenses during FY2019. The second largest category of expenses was Public Safety, with a total of \$26.3 million, or about 30.2%, of total expenses. Other expense categories include Public Works (\$12.7 million), Parks and Recreation (\$6.8 million), and Neighborhood and Community Services (\$5.3 million) and interest expense (\$5.1 million).

Governmental Funds Expenditure Categories



Business-type Activities

Revenues for business-type activities totaled \$1.0 million during Fiscal Year 2019, compared to \$0.8 million last year. Of the \$1.0 million of revenues, \$0.2 million, or 20.0%, was collected as charges for services fees. Non-service fee revenue included a 3% transient room tax, property tax distribution related to the Hartland tax district, and interest income. Expenses for business-type activities totaled \$0.8 million during FY2019, which is an increase of over \$0.3 million reported last year due to the completion of several non-capital repairs at the Sloan Convention Center.



Funds of the City of Bowling Green

The City's governmental funds for the year ended June 30, 2019, reflected a combined ending total fund balance of \$73.6 million, an increase of \$6.8 million over the prior year. The increase in fund balance was a result of increased revenues, primarily the collection of property taxes, insurance premium taxes, and multiple-year grant awards in the General Fund. Of the \$73.6 million total fund balance, \$7.5 million was unassigned in the General Fund and available for spending at the City's discretion. The remaining balance was comprised of non-spendable, assigned, committed, and restricted amounts; indicating that the funds were not available for spending, or that spending was otherwise restricted by state statute or by City ordinance, or have been dedicated to pay outstanding contracts or purchase orders, or to fund future debt service payments, or intended to be used for specific purposes.

The total fund balance in the General Fund at June 30, 2019, was \$28.0 million, which represents an increase of \$0.4 million from the prior year. The increase in fund balance was mainly a result of an increase in assets through investments due to stronger than expected insurance premium tax revenue collections. Of the \$28.0 million total fund balance, unassigned fund balance was \$7.5 million and reflected 10.4% of General Fund revenues, representing residual net resources that have not been restricted, committed or assigned to specific purposes. Committed fund balance was \$18.5 million and was the General Fund's minimum reserve balance equal to 25% of budgeted revenues, which was increased from 20% in FY2016. Assigned fund balance totaled \$1.7 million, or 2.4%, of General Fund revenues; non-spendable fund balance was \$293,526; and restricted was \$0. The fund balances for these categories represented prepaid items, inventories, spending restricted to specific purposes, and funds reserved to pay contracts and purchase orders outstanding as of June 30, 2019.

The Debt Service Fund is used to account for the accumulation of resources and payments made for principal and interest on long-term general obligation debt in the governmental funds. The City transfers funding from the General Fund, Fire Improvement Fund, and Job Development Incentive Fund to fully cover annual governmental debt service expenditures posted in the Debt Service Fund.

The WKU Athletics Fund is used to account for the revenues and expenditures associated with the City's \$29,580,000 Special Revenue Refunding Bonds, Series 2010 and Series 2011. The original bond issuance was utilized to improve and increase public use of athletic and parking facilities belonging to Western Kentucky University. The University reimburses the City for the total annual debt service of the bonds each year through student athletic fees and luxury suite rentals.

The final major governmental fund, the Inter-Modal Transportation Authority, Inc. (ITA) Bond Fund, was used to account for the revenues and expenditures related to the refunding of ITA mortgage-backed bond issues that funded the acquisition and construction of the Kentucky Transpark. Total fund balance of the ITA Bond Fund was \$1.6 million as of June 30, 2019. Of the \$1.6 million total fund balance, all was assigned fund balance.

The City's proprietary fund statements provide the same type of information found in the government-wide financial statements, but in more detail. Total net position in the proprietary fund, which consists solely of The Convention Center Corporation, equaled \$15.8 million as of June 30, 2019, compared to \$14.6 million last year. The gain in the Convention Center Fund net position was due to investment income and transfers from other funds. Of the total net position, \$6.9 million represented the net investment in capital assets and \$8.9 million was unrestricted.

General Fund Budgetary Highlights

Over the course of the Fiscal Year, the Board of Commissioners approved revisions of the General Fund's budget three times in order to make adjustments for additional revenues collected for grants and donations not known when the budget was initially adopted. In all, the revenue budget was increased by \$1,965,500 or +2.7%. The changes are briefly summarized below.

Original revenue estimates were changed by the following:

Grants	\$ 1,917,750
Contributions & donations	46,750
Parks & Recreation	1,000

The comparison of actual revenue to the final amended revenue budget yielded significant budgetary variances for employee withholdings (\$-0.4 million), permits (\$0.1 million), and net profits (\$-2.8 million). Employee withholdings plateaued in Fiscal Year 2019 and finished at +1.8% over FY2018 actual collections due to a slowed, but continued growth in the population and economic base. Permits outpaced budget by \$0.1 million with the continued new construction of both commercial and residential property. Net profit collections for the year missed the budgetary expectation by \$2.8 million and as a result FY2020 budget was reduced by 16.2%.

The total expenditure budget was increased by \$1,747,500 or +3.1%, during the Fiscal Year. The increase was primarily due to the acceptance and appropriation of federal grant funds for additional public safety personnel. Other major changes are due to the following:

General Government	\$ (29,000)
Fire	1,279,500
Police	182,500
Parks and Recreation	13,000
Neighborhood & Community Services	396,250
Agency Services	(622,000)
Public Works	527,250

The comparison of actual expenditures to the final amended expenditure budget resulted in significant budgetary variances in the following activities: Public Works (\$1,301,000), Parks and Recreation (\$1,200,000), and Fire (\$1,137,000). The positive variances are a result of unspent budgeted projects and disciplined under-spending.

Capital Assets

The City's investment in capital assets totaled \$223.9 million as of June 30, 2019, which was an increase of \$5.1 million from the prior year. This investment includes land, buildings, infrastructure, improvements, vehicles, equipment, and intangible assets. For governmental activities, investments totaled \$216.7 million. Comparably, FY2018 had a capital asset investment total of \$211.6 million.

This year's major capital additions are shown below:

Street infrastructure improvements/additions	\$ 6,608,755
Public Safety apparatus and vehicle replacements	2,727,709
Preston Miller Park soccer field construction	2,190,377
Sidewalk infrastructure improvements/additions	1,226,695
Stormwater infrastructure improvements/additions	1,040,651
Russell Sims Aquatic Center new entry building and restroom improvements	1,000,000
Lampkin Park sprayground construction	686,000
Public Safety 911 Phone System	420,000
Public Works vehicle and heavy equipment replacement	366,024
Kereiakes Park little league ballfield lighting	276,540
Lampkin Park greenways/pathways construction	267,977
Preston Miller Park outdoor fitness site construction	256,948

The following table summarizes the changes in net capital assets:

(Net of Depreciation, stated in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
Land	\$ 18.2	\$ 18.1	\$ 2.3	\$ 2.3	\$ 20.5	\$ 20.4
Infrastructure	130.3	122.8	-	-	130.3	122.8
Building	30.7	29.8	4.3	4.6	35.0	34.4
Improvements other than buildings	22.7	20.6	-	0.1	22.7	20.7
Vehicles, equipment and furniture	9.6	6.2	0.1	0.2	9.7	6.4
Construction in progress	3.8	12.5	0.1	-	3.9	12.5
Intangibles	1.2	1.3	-	-	1.2	1.3
Property held under capital lease	0.1	0.1	-	-	0.1	0.1
Total *	<u>\$ 216.7</u>	<u>\$ 211.6</u>	<u>\$ 6.8</u>	<u>\$ 7.2</u>	<u>\$ 223.9</u>	<u>\$ 218.6</u>

**Numbers may not total due to rounding*

The City has elected to apply the Modified Approach to accounting for street and sidewalk infrastructure systems as set forth in GASB 34. With this approach, the City uses an overall condition index (OCI) to assess the surface condition of individual pavement segments. The City's policy is to consider streets and sidewalks in need when the OCI rating falls below minimum functional classification values. The City's most recent assessment in 2019 found that 72% of streets and 87% of sidewalks met or exceeded this goal. The estimated amount needed to maintain City streets and sidewalks at the specified levels for FY2020 was \$2,000,000 and \$100,000 respectively, which was included in the FY2020 budget. Additional information on the City's capital assets activity can be found in note 3C.

Debt Administration

Bowling Green was the first city in the State to begin issuing general obligation (GO) bonds in Fiscal Year 1999 as a result of changes in State law that had previously precluded this type of financing. Since GO bonds are backed by the full faith and credit of the City, the bonds carry a higher credit rating than other forms of debt and have lower interest rates. Consequently, the majority of any future issuance of bonded debt by the City will be GO debt.

Prior to the issuance of GO bonds, mortgage revenue bonds were issued through various public corporations in order to finance public projects. For mortgage revenue bonds, the City entered into automatically annually renewable lease agreements with the corporations whereby lease payments from the City, combined with revenues generated by the operation of the facilities, were sufficient to meet debt service obligations. The underlying security for the bonds was the annually renewable lease agreements and the underlying mortgages on the property. Revenue bonds, where only the revenues from the operation of the facilities are pledged as security for the bonds, are now issued primarily to finance improvements to the sanitary water and sewer system. For additional detail on the City's debt transactions, please refer to note 3E of this report.

At the end of the Fiscal Year, the City had \$73.2 million in bonds and notes outstanding, net of discounts and premiums.

The following table is a summary of the changes in the City's outstanding long-term debt obligations, which are further explained in Note 3E.

Outstanding Debt at Year End June 30, 2019 (in millions)

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
General obligation & revenue bonds	\$ 67.2	\$ 75.5	\$ -	\$ 0.7	\$ 67.2	\$ 76.2
Notes & lease purchase agreements	3.5	4.0	-	-	3.5	4.0
Compensated absences	1.9	1.8	-	-	1.9	1.8
Landfill post-closure costs	2.3	2.5	-	-	2.3	2.5
Bond premiums, discounts, refunding loss	2.5	2.7	-	-	2.5	2.7
Total	\$ 77.4	\$ 86.6	\$ -	\$ 0.7	\$ 77.4	\$ 87.4

**Numbers may not total due to rounding*

The City maintains bond ratings of "Aa2" from Moody's and "AA" from Standard & Poor's. Despite the provisions for the issuance of GO debt already discussed, legal limits remain on the total amount of GO indebtedness that may be incurred. The Kentucky Constitution provides that the total principal amount of city net indebtedness, which excludes self-supporting obligations, revenue bonds, special assessment debt, and non-tax supported debt (net debt applicable to limit), cannot exceed 10% of the value of taxable property in the city (\$629,551,755). Therefore, the current debt margin of the City is \$556.3 million (See Statistical Schedule 18).

Next Year's Budget

During the budget planning for FY2020, revenue growth projections were conservatively maintained to avoid budget shortfalls and constrain spending. However, adjustments were made in certain revenue lines to align with actual FY2019 performance, particularly in the occupational license and net profit fee revenues. The FY2020 adopted General Fund budget is balanced without utilization of fund balance.

The FY2020 adopted expenditure budget for all funds decreased by 2.3% from the FY2019 original budget and includes a 1.9% cost of living (COLA) adjustment for all employees and an average step adjustment of an additional 1.35% for most employees. The Capital Improvement Project budget is \$25.8 million, which includes debt service, and is a 12.8% decrease compared to the \$29.6 million FY2019 CIP budget. The FY2020 budget continued funding the committed fund balance at 25% of the adopted General Fund revenue budget or \$18.1

million. The committed fund balance acts as the City's 'rainy day' account and can be accessed by a majority vote of the Board of Commissioners.

Improvements in community livability, traffic and roads, parks facilities, and technology enhancements are some of the highlights of the FY2020 capital budget. Improving traffic flow is a top priority and is addressed in the budget with a \$500,000 allocation to begin funding of Phase III of the Smallhouse Road corridor improvement project, which will focus on localized improvements. The City also plans to continue the investment in the new BG Reinvestment/Local Strategy Area by leveraging 80% of the annual CDBG allocation and \$200,000 of local tax revenues to implement improvements in targeted areas. On-going budgetary commitments to construction and the associated budgets that continue in FY2020 include street overlay funding (\$2.0 million), new sidewalk construction (\$500,000), stormwater mitigation (\$500,000), downtown improvements (\$500,000), and parks and recreation capital purchases and projects (\$1.4 million).

New initiatives in the FY2020 budget include funding for the replacement of the Police Department's Computer Aided Dispatch (CAD) software for \$1.9 million. Other initiatives include funding for a week long Fire Department summer camp program for teenagers, enhancing services for mowing of open park land and maintaining critical stormwater infrastructure, and continuing to meet the needs of a growing community. The FY2020 budget also includes funding to upgrade and maintain the City's information technology equipment and software, including upgrades to computer servers, the purchase of mobile data computers for the Police Department and the replacement of the primary data center's Uninterruptible Power Supply (UPS).

Request for Information

This financial report was designed to provide a general overview of the City of Bowling Green's finances for all those interested. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Katie Schaller-Ward, Assistant City Manager/Chief Financial Officer, PO Box 430, Bowling Green, Kentucky, 42102-0430 or can be e-mailed to katie.schaller-ward@bgky.org.

City of Bowling Green, Kentucky
Statement of Net Position
June 30, 2019

	Primary Government			
	Governmental Activities	Business-Type Activities	Total	Component Unit
ASSETS				
Pooled cash and cash equivalents	\$ 44,890,282	\$ -	\$ 44,890,282	\$ -
Non-pooled cash and cash equivalents	3,245,614	2,712,648	5,958,262	27,681,379
Investments	33,102,751	6,162,111	39,264,862	-
Receivables (net):				
Accounts	416,980	13,765	430,745	8,225,029
Other	173,168	-	173,168	3,646,813
Accrued interest	7,829	4,665	12,494	-
Due from other governmental units	703,219	-	703,219	-
Due from Western Kentucky University	17,680,000	-	17,680,000	-
Prepaid items	1,242,273	-	1,242,273	410,199
Prepaid rent	26,824,119	-	26,824,119	-
Inventories	314,596	-	314,596	1,404,951
Other assets	-	-	-	422,227
Restricted assets:				
Restricted cash - TVA	-	-	-	1,946,368
Investments	-	-	-	68,858,387
Capital assets, net of accumulated depreciation:				
Non-depreciable	141,770,150	2,341,964	144,112,114	9,148,594
Depreciable	74,910,517	4,543,089	79,453,606	195,727,249
Net pension asset	276,670	-	276,670	-
Total assets	345,558,168	15,778,242	361,336,410	317,471,196
DEFERRED OUTFLOWS OF RESOURCES				
Outflows for pensions	23,966,863	-	23,966,863	6,088,443
Outflows for OPEB	8,988,006	-	8,988,006	2,439,973
Deferred amounts from refunding debt	4,403,252	-	4,403,252	488,813
Total deferred outflows of resources	37,358,121	-	37,358,121	9,017,229
LIABILITIES				
Vouchers and accounts payable	1,597,797	-	1,597,797	9,622,077
Accrued payroll	865,231	182	865,413	-
Accrued interest payable	271,776	-	271,776	1,030,867
Insurance claims payable	755,693	-	755,693	-
Other current liabilities	-	-	-	1,993,343
Unearned revenue	33,810	-	33,810	-
Deposits	735,097	-	735,097	6,306,404
Non-current liabilities				
Due within one year				
Compensated absences	1,129,998	-	1,129,998	824,973
Bonds payable	8,320,000	-	8,320,000	5,281,262
Notes capital lease obligations	459,818	-	459,818	605,598
Landfill closure and post closure costs	72,935	-	72,935	-
Due in more than one year				
Compensated absences	789,533	-	789,533	437,204
Bonds payable	61,411,975	-	61,411,975	129,209,778
Notes and capital lease obligations	3,053,778	-	3,053,778	1,797,044
Landfill closure and post closure costs	2,208,215	-	2,208,215	-
Advances from customers and TVA	-	-	-	56,950
Net OPEB liability	24,937,728	-	24,937,728	8,863,391
Net pension liability	84,867,783	-	84,867,783	30,404,630
Total liabilities	191,511,167	182	191,511,349	196,433,521
DEFERRED INFLOWS OF RESOURCES				
Inflows for pensions	6,320,560	-	6,320,560	1,127,360
Inflows for OPEB	5,675,812	-	5,675,812	1,828,887
Total deferred inflows of resources	11,996,372	-	11,996,372	2,956,247

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Net Position
June 30, 2019

Continued from previous page

NET POSITION

	Primary Government			
	Governmental Activities	Business-Type Activities	Total	Component Unit
Net investment in capital assets	194,988,348	6,885,053	201,873,401	124,089,427
Restricted for				
Debt service	5,532,016	-	5,532,016	10,961,150
Capital projects	24,495,588	-	24,495,588	-
Community development	1,803,411	-	1,803,411	-
Perpetual care	1,185,878	-	1,185,878	-
Unrestricted	(48,596,491)	8,893,007	(39,703,484)	(7,951,920)
Total net position	<u>\$ 179,408,750</u>	<u>\$ 15,778,060</u>	<u>\$ 195,186,810</u>	<u>\$ 127,098,657</u>

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Activities
For the Year Ended June 30, 2019

Function/Programs	Expenses	Program Revenues			Changes in Net Position			
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government			Component Units
					Governmental Activities	Business-type Activities	Total	
PRIMARY GOVERNMENT								
Governmental activities:								
General government	\$ 28,296,834	\$ 2,321,805	\$ 4,269,706	\$ 2,692,781	\$ (19,012,542)	\$ -	\$ (19,012,542)	\$ -
Public safety	26,264,868	203,395	2,076,192	135,463	(23,849,818)	-	(23,849,818)	-
Public works	12,669,001	-	1,125,141	1,698,356	(9,845,504)	-	(9,845,504)	-
Parks and recreation	6,808,361	1,984,074	-	107,994	(4,716,293)	-	(4,716,293)	-
Neighborhood and comm. services	5,278,766	-	3,866,769	85	(1,411,912)	-	(1,411,912)	-
Agency services	2,494,955	-	-	-	(2,494,955)	-	(2,494,955)	-
Interest expense	5,100,598	-	-	-	(5,100,598)	-	(5,100,598)	-
Total governmental activities	86,913,383	4,509,274	11,337,808	4,634,679	(66,431,622)	-	(66,431,622)	-
Business-type activities:								
Convention Center	759,492	173,447	-	-	-	(586,045)	(586,045)	-
Total business-type activities	759,492	173,447	-	-	-	(586,045)	(586,045)	-
Total primary government	\$ 87,672,875	\$ 4,682,721	\$ 11,337,808	\$ 4,634,679	\$ (66,431,622)	\$ (586,045)	\$ (67,017,667)	\$ -
COMPONENT UNITS								
Bowling Green Municipal Utilities	118,963,812	121,218,386	-	1,114,278	-	-	-	3,368,852
Total component units	\$ 118,963,812	\$ 121,218,386	\$ -	\$ 1,114,278	\$ -	\$ -	\$ -	\$ 3,368,852
GENERAL REVENUES:								
Property taxes					14,963,337	-	14,963,337	-
Insurance premium taxes					4,477,026	-	4,477,026	-
Transient room taxes					-	544,642	544,642	-
Wages and net profits					53,636,444	-	53,636,444	-
Investment income					850,604	276,089	1,126,693	1,024,622
Gain on sale of capital assets					539,129	-	539,129	22,745
Merchandising revenues					-	-	-	136,214
Miscellaneous					1,282,594	5,000	1,287,594	-
Total general revenues					75,749,134	825,731	76,574,865	1,183,581
Transfers					(943,508)	943,508	-	-
					74,805,626	1,769,239	76,574,865	1,183,581
Change in net position					8,374,004	1,183,194	9,557,198	4,552,433
Net position, beginning of year					171,034,746	14,594,866	185,629,612	122,546,224
Net position, end of year					\$ 179,408,750	\$ 15,778,060	\$ 195,186,810	\$ 127,098,657

See accompanying notes.

City of Bowling Green, Kentucky
Balance Sheet - Governmental Funds
June 30, 2019

	General Fund	WKU Athletics	Debt Service	ITA Bond	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS						
Pooled cash and cash equivalents	\$ 13,789,803	\$ -	\$ -	\$ 1,387,853	\$ 26,400,681	\$ 41,578,337
Non-pooled cash and cash equivalents	1,925,858	-	-	-	1,319,756	3,245,614
Investments	13,693,667	-	-	199,886	16,611,359	30,504,912
Receivables (net of allowances for uncollectibles):						
Accounts receivable	92,293	17,680,000	-	-	20,558	17,792,851
Interest receivable	363	-	-	-	6,951	7,314
Due from other governmental units	184,609	-	-	-	518,610	703,219
Prepaid items	228,735	-	-	-	247,412	476,147
Inventories	64,791	-	-	-	-	64,791
Total assets	<u>\$ 29,980,119</u>	<u>\$ 17,680,000</u>	<u>\$ -</u>	<u>\$ 1,587,739</u>	<u>\$ 45,125,327</u>	<u>\$ 94,373,185</u>
LIABILITIES AND FUND BALANCES						
Liabilities						
Vouchers and accounts payable	403,885	-	-	-	1,072,900	1,476,785
Accrued payroll	839,142	-	-	-	10,493	849,635
Unearned revenue	3,810	17,680,000	-	-	30,000	17,713,810
Security deposits	735,097	-	-	-	-	735,097
Total liabilities	<u>1,981,934</u>	<u>17,680,000</u>	<u>-</u>	<u>-</u>	<u>1,113,393</u>	<u>20,775,327</u>
Fund balances						
Non-spendable:						
Prepaid Items	228,735	-	-	-	-	228,735
Inventories	64,791	-	-	-	-	64,791
Restricted for:						
Cemetery perpetual	-	-	-	-	1,074,350	1,074,350
Community services	-	-	-	-	1,123,916	1,123,916
Streets and sidewalks	-	-	-	-	99,343	99,343
Public safety grants	-	-	-	-	2,757,589	2,757,589
Lampkin park	-	-	-	-	13,367	13,367
Committed to:						
Economic stabilization	18,517,250	-	-	-	-	18,517,250
Economic development	-	-	-	-	4,130,147	4,130,147
Police and fire improvements	-	-	-	-	2,192,723	2,192,723
Landfill	-	-	-	-	1,361,932	1,361,932
Sidewalks	-	-	-	-	679,495	679,495
Assigned to:						
Debt Service	-	-	-	1,587,739	3,944,277	5,532,016
General government services	181,001	-	-	-	1,633,249	1,814,250
Police and fire services	100,835	-	-	-	4,635,152	4,735,987
Public works services	696,792	-	-	-	12,314,647	13,011,439
Neighborhood and community services	449,958	-	-	-	4,314,675	4,764,633
Parks and recreation	184,010	-	-	-	3,625,545	3,809,555
Other purposes	52,322	-	-	-	111,527	163,849
Unassigned	7,522,491	-	-	-	-	7,522,491
Total fund balances	<u>27,998,185</u>	<u>-</u>	<u>-</u>	<u>1,587,739</u>	<u>44,011,934</u>	<u>73,597,858</u>
Total liabilities and fund balances	<u>\$ 29,980,119</u>	<u>\$ 17,680,000</u>	<u>\$ -</u>	<u>\$ 1,587,739</u>	<u>\$ 45,125,327</u>	<u>\$ 94,373,185</u>

See accompanying notes.

City of Bowling Green, Kentucky
Reconciliation of the Balance Sheet of Governmental Funds
To the Statement of Net Position
June 30, 2019

Fund balances - total governmental funds \$ 73,597,858

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Governmental capital assets	278,885,153	
Less accumulated depreciation	<u>(62,709,527)</u>	216,175,626

Internal service funds are used by management to charge the cost of certain activities, such as insurance and fleet maintenance, to individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position. 6,807,278

Other long term assets, including the City's receivables from a former employee and WKU, are not available to pay for current period expenditures and, therefore, are deferred in the funds. 17,853,168

Prepaid rent, which represents amounts due from the Inter-Modal Transportation Authority (ITA), is a noncurrent asset which is not available to pay current period expenditures. 26,824,119

Long-term liabilities, including bonds payable and accrued interest payable, are not due and payable in the current period and, therefore, are not reported in the funds.

Net pension liability	(84,591,113)	
Net OPEB liability	(24,937,728)	
Net deferred inflows and outflows associated with pension	17,646,303	
Net deferred inflows and outflows associated with OPEB	3,312,194	
General obligation bonds	(67,195,000)	
Premiums, deferred charges and discounts on bond obligations	1,866,277	
Notes and lease purchase agreements	(3,513,596)	
Accrued interest payable	(271,776)	
Accrued compensated absences	(1,883,710)	
Landfill postclosure care	<u>(2,281,150)</u>	<u>(161,849,299)</u>

Net position of governmental activities \$ 179,408,750

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds
Year Ended June 30, 2019

	General Fund	WKU Athletics	Debt Service	ITA Bond	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES						
Property taxes	\$ 14,233,266	\$ -	\$ -	\$ 10,748	\$ 719,323	\$ 14,963,337
Insurance premium taxes	2,151,049	-	-	-	2,325,977	4,477,026
Wages and net profits	49,941,690	-	-	-	3,357,840	53,299,530
License and permits	1,651,384	-	-	-	-	1,651,384
Intergovernmental	669,385	2,894,805	-	-	8,740,522	12,304,712
Investment income	526,339	-	-	(114)	241,595	767,820
Charges for services	623,854	-	-	-	81,112	704,966
Parks and recreation	1,969,355	-	-	-	-	1,969,355
Rent income	-	-	-	448,653	-	448,653
Miscellaneous	275,931	-	-	834,182	172,871	1,282,984
Judgements and settlements	-	-	-	-	20,128	20,128
Contributions and donations	-	-	-	-	672,940	672,940
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>672,940</u>	<u>672,940</u>
Total revenues	<u>72,042,253</u>	<u>2,894,805</u>	<u>-</u>	<u>1,293,469</u>	<u>16,332,308</u>	<u>92,562,835</u>
EXPENDITURES						
Current:						
General government	6,225,120	-	-	-	466,933	6,692,053
Public safety	27,355,614	-	-	-	3,418,640	30,774,254
Public works	7,069,241	-	-	-	4,159,235	11,228,476
Parks and recreation	7,335,682	-	-	-	64,060	7,399,742
Neighborhood and community services	2,097,312	-	-	-	3,655,521	5,752,833
Agency services	2,453,955	-	-	-	-	2,453,955
Capital outlay	-	-	-	-	7,424,050	7,424,050
Debt service:						
Principal	-	2,185,000	4,014,715	2,005,000	720,000	8,924,715
Interest	-	709,805	865,424	239,425	736,688	2,551,342
	<u>-</u>	<u>2,894,805</u>	<u>4,880,139</u>	<u>2,244,425</u>	<u>20,645,127</u>	<u>83,201,420</u>
Total expenditures	<u>52,536,924</u>	<u>2,894,805</u>	<u>4,880,139</u>	<u>2,244,425</u>	<u>20,645,127</u>	<u>83,201,420</u>
Excess (deficiency) of revenues over (under) expenditures	<u>19,505,329</u>	<u>-</u>	<u>(4,880,139)</u>	<u>(950,956)</u>	<u>(4,312,819)</u>	<u>9,361,415</u>
Other financing sources (uses):						
Transfers in	536,521	-	4,880,139	916,000	15,513,277	21,845,937
Transfers out	(19,748,463)	-	-	-	(5,240,982)	(24,989,445)
Proceeds from sale of capital assets	128,730	-	-	-	410,071	538,801
	<u>(19,083,212)</u>	<u>-</u>	<u>4,880,139</u>	<u>916,000</u>	<u>10,682,366</u>	<u>(2,604,707)</u>
Total other financing sources (uses)	<u>(19,083,212)</u>	<u>-</u>	<u>4,880,139</u>	<u>916,000</u>	<u>10,682,366</u>	<u>(2,604,707)</u>
Net change in fund balances	<u>422,117</u>	<u>-</u>	<u>-</u>	<u>(34,956)</u>	<u>6,369,547</u>	<u>6,756,708</u>
Fund balances, beginning	<u>27,576,068</u>	<u>-</u>	<u>-</u>	<u>1,622,695</u>	<u>37,642,387</u>	<u>66,841,150</u>
Fund balances, ending	<u>\$ 27,998,185</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,587,739</u>	<u>\$ 44,011,934</u>	<u>\$ 73,597,858</u>

See accompanying notes.

City of Bowling Green, Kentucky
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances
of the Governmental Funds to the Statement of Activities
June 30, 2019

Net change in fund balances - total governmental funds \$ 6,756,708

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures; however, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. Governmental funds also report only the proceeds from sales of fixed assets while the net gain or loss is reported in the statement of activities. In addition, infrastructure assets donated to the City are not recorded on the governmental funds but are donated capital on the statement of activities:

Capital asset additions	10,267,733	
Governmental depreciation expense	(5,107,341)	
Net sales and disposals of capital assets	<u>328</u>	5,160,720

Certain long term receivables are not available for the payment of current expenditures and therefore are not reported in the governmental funds. Payments on these receivables are recorded as revenue in the governmental funds and reduction of the receivable in the statement of net position. (2,207,040)

The issuance of long-term debt provides current financial resources to governmental funds while the repayment of the principal long-term debt consumes the current financial resources of government funds. Neither transaction, however, has any effect on net position. Also governmental funds report the effect of issuance costs, premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term and related items. 8,514,413

Principal and interest payments made in relation to refunded ITA debt are current expenditures in the governmental funds. These items are recorded as prepaids in the statement of activities as they represent a long term lease agreement. 46,045

Accrued interest expense on long-term debt is reported in the statement of activities, but does not require the use of current financial resources; therefore, accrued interest expense is not reported as expenditures in governmental funds. 22,533

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore are not reported as expenditures in governmental funds:

Compensated absences payable	(68,602)
Landfill postclosure care	187,972

The net pension expense is an actuarial calculation and does not require the use of current financial resources and it is excluded as an expenditure in governmental funds. Additionally, since the current year contributions to the pension plan will be included in the subsequent year's pension expense calculation, those contributions should not be considered in the government-wide statements. (10,643,254)

The internal service funds used by management to charge the costs of insurance and fleet maintenance to individual funds are not reported in the entity-wide statement of activities. Governmental fund expenditures and related internal fund revenues are eliminated. 604,509

Net change in net position - governmental activities \$ 8,374,004

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Net Position - Proprietary Funds
June 30, 2019

	Business-Type Activities Enterprise Fund	Governmental Activities Internal Service Funds
	Convention Center	
ASSETS		
Current assets		
Pooled cash and cash equivalents	\$ -	\$ 3,311,947
Non-pooled cash and cash equivalents	2,712,648	-
Investments	6,162,111	2,597,838
Accounts receivable	13,765	304,129
Interest receivable	4,665	515
Prepaid items	-	766,126
Inventories	-	249,805
Total current assets	8,893,189	7,230,360
Capital assets		
Land	2,290,764	-
Construction in progress	51,200	-
Buildings	11,074,617	440,576
Machinery and equipment	1,035,627	532,903
Improvements other than buildings	74,550	-
	14,526,758	973,479
Less: accumulated depreciation	(7,641,705)	(468,438)
Capital assets, net	6,885,053	505,041
Total noncurrent assets	6,885,053	505,041
Total assets	15,778,242	7,735,401
LIABILITIES		
Current liabilities		
Vouchers and accounts payable	-	121,013
Accrued payroll	182	15,596
Insurance claims payable	-	755,693
Current portion of compensated absences	-	21,087
	182	913,389
Noncurrent liabilities		
Noncurrent portion of compensated absences	-	14,734
Total noncurrent liabilities	-	14,734
Total liabilities	182	928,123
NET POSITION		
Net invested in capital assets	6,885,053	505,041
Unrestricted	8,893,007	6,302,237
Total net position	\$ 15,778,060	\$ 6,807,278

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Revenues, Expenses, and Changes in Net Position - Proprietary Funds
Year Ended June 30, 2019

	Business-Type Activities Enterprise Fund	Governmental Activities Internal Service Funds
	Convention Center	
OPERATING REVENUES		
Transient room taxes	\$ 544,642	\$ -
Charges for services	173,447	1,890,198
Insurance premium taxes	-	6,151,494
Judgements and settlements	-	87,561
Contributions and donations	5,000	6,250
Miscellaneous	-	13,318
Total operating revenues	<u>723,089</u>	<u>8,148,821</u>
OPERATING EXPENSES		
Personnel services	14,525	798,196
Contractual services	46,933	836,892
Supplies	4,998	1,161,269
Utilities	-	34,782
Repairs and maintenance	334,382	130,409
Insurance premiums and claims	36,944	6,808,168
Depreciation	336,420	51,857
Miscellaneous	4	5,521
Total operating expenses	<u>774,206</u>	<u>9,827,094</u>
Operating loss	(51,117)	(1,678,273)
NONOPERATING REVENUES (EXPENSES)		
Interest income	276,089	82,782
Interest expense	(3,822)	-
Amortization	18,536	-
Total nonoperating income	<u>290,803</u>	<u>82,782</u>
Income (loss) before transfers	239,686	(1,595,491)
Transfers in	1,243,508	2,370,000
Transfers out	<u>(300,000)</u>	<u>(170,000)</u>
Total transfers	<u>943,508</u>	<u>2,200,000</u>
Net income	1,183,194	604,509
Net position, beginning of year	<u>14,594,866</u>	<u>6,202,769</u>
Net position, end of year	<u>\$ 15,778,060</u>	<u>\$ 6,807,278</u>

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Cash Flows - Proprietary Funds
Year Ended June 30, 2019

	Business-Type Activities - Enterprise Funds	Governmental Activities
	Convention Center	Internal Service Funds
CASH FROM OPERATING ACTIVITIES		
Cash received from customers	\$ 182,271	\$ 7,879,216
Other cash receipts	544,642	-
Payments to employees	(14,639)	(788,701)
Cash payments to suppliers	(423,261)	(2,925,967)
Claims paid	-	(6,316,031)
Net cash provided by (used in) operating activities	289,013	(2,151,483)
CASH FROM NONCAPITAL FINANCING ACTIVITIES		
Transfers in	1,243,508	2,370,000
Transfers out	(300,000)	(170,000)
Net cash provided by noncapital financing activities	943,508	2,200,000
CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchase of capital assets	(45,200)	(12,982)
Principal paid on bond obligations	(735,000)	-
Interest paid on debt obligations	(4,594)	-
Net cash used in capital and related financing activities	(784,794)	(12,982)
CASH FROM INVESTING ACTIVITIES		
Interest received	272,698	82,394
Purchase of investments	(228,950)	(557,154)
Cash received from lease property	30,763	-
Net cash provided by (used in) investing activities	74,511	(474,760)
Net increase (decrease) in cash and cash equivalents	522,238	(439,225)
Cash and cash equivalents at beginning of period	2,190,410	3,751,172
Cash and cash equivalents at end of period	\$ 2,712,648	\$ 3,311,947
Reconciliation of operating loss to net cash provided by (used in) operating activities		
Operating loss	\$ (51,117)	\$ (1,678,273)
Adjustments to reconcile operating loss to net cash provided by (used in) operating activities		
Depreciation	336,420	51,857
Changes in assets and liabilities:		
Inventories	-	7,621
Accounts receivable	3,824	(269,605)
Accounts payable	-	1,412
Prepaid items	-	(766,126)
Compensated absences	-	6,893
Accrued payroll	(114)	2,601
Insurance claims payable	-	492,137
Net cash provided (used) by operating activities:	\$ 289,013	\$ (2,151,483)

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Fiduciary Net Position
June 30, 2019

	Pension Trust- Police & Firefighters' Retirement	Agency Funds
ASSETS		
Pooled cash and cash equivalents	\$ -	\$ 253,261
Non-pooled cash and cash equivalents	124,965	1,700,444
Accrued interest receivable	26,359	-
Investments		
Corporate securities	2,001,584	-
Mutual funds	3,529,561	-
United States government securities	100,427	-
Kentucky local municipal bonds	766,631	22,534
Certificate of deposit	-	68,470
Total investments	<u>6,398,203</u>	<u>91,004</u>
Total assets	<u>\$ 6,549,527</u>	<u>\$ 2,044,709</u>
LIABILITIES		
Due to other governmental units	-	344,265
Other liabilities	-	1,700,444
Total liabilities	<u>\$ -</u>	<u>\$ 2,044,709</u>
NET POSITION		
Restricted for pensions	<u>\$ 6,549,527</u>	

See accompanying notes.

City of Bowling Green, Kentucky
Statement of Changes in Fiduciary Net Position
Year Ended June 30, 2019

	Pension Trust- Police & Firefighters' Retirement
ADDITIONS	
Investment income	\$ <u>373,726</u>
Total additions	<u>373,726</u>
DEDUCTIONS	
Benefit payments	<u>769,371</u>
Total deductions	<u>769,371</u>
Change in net position	(395,645)
Net position, beginning of year	<u>6,945,172</u>
Net position, end of year, restricted for pensions	<u>\$ <u>6,549,527</u></u>

See accompanying notes.

City of Bowling Green, Kentucky**NOTES TO FINANCIAL STATEMENTS****PAGE**

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**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Bowling Green (the City) have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for government accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units. The more significant of these accounting policies are described below and, where appropriate, subsequent pronouncements will be referenced.

A. Reporting Entity

The accompanying financial statements present the City and its component units (traditionally separate reporting entities), for which the City is considered to be financially accountable. The City (the primary government) is financially accountable if it appoints a voting majority of the organization's governing board and (1) is able to impose its will on the organization, or (2) there is a potential for the organization to provide specific financial benefit to or impose specific financial burden on the City. Additionally, the City is required to consider other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The financial statements are formatted to allow the user to clearly distinguish between the primary government and its component units.

1. Blended Component Units

The agencies and organizations listed below are, in substance, the same as the City, despite being legally separate from the City. Therefore, they are reported as part of the primary government. They have a governing body that is substantially the same as the governing body of the City; provide services entirely, or almost entirely, to the City; or otherwise exclusively, or almost exclusively, benefit the City even though they do not provide services directly to the City. The agencies and organizations listed below are also financially dependent upon the City and the City does have operational responsibility.

Fiduciary Fund Type

City of Bowling Green Police and Firefighters' Retirement Fund. Retired or disabled City public safety employees participate in the Police and Firefighters' Retirement Fund. The Fund functions for the benefit of these employees and surviving spouses and is administered by a Board of Trustees consisting of the Mayor, City Chief Financial Officer and retiree representatives of the police and fire departments.

The City contributes amounts to fund current service costs and interest on unfunded past service costs based upon actuarial valuations. Plan benefit levels are determined by Kentucky Revised Statutes.

Proprietary Fund Type

The Convention Center Corporation. The non-profit corporation was organized as an agency, instrumentality and constituted authority of the City for the express purpose of planning, financing and constructing a municipal convention center and trade show facility and CrossWinds golf course pro shop facility. The Convention Center Corporation does not issue separate financial statements.

The Board of Directors consists of the Mayor, City Commissioners and Warren County Judge-Executive. Special taxing districts have been created by the City and County in the Hartland Planned Community for Convention Center Corporation operations. Bond issuance is approved by the Board of Commissioners. The Corporation is reported as an enterprise fund.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

A. Reporting Entity, Continued

2. Discretely Presented Component Units, Continued

The agency described below is included in the City's reporting entity because the City appoints the governing body and the agency is fiscally dependent on the City. The agency is reported as discretely presented component unit because the primary government is financially accountable and is able to impose its will on the organization or the component unit provides specific financial benefits or imposes specific financial burdens on the primary government.

Proprietary Fund Type

Bowling Green Municipal Utilities (BGMU). Board member appointments are made by the City's Board of Commissioners. The Electric Division is a distributor of electrical power under the authority of the Federal Energy Regulatory Commission and the Tennessee Valley Authority and provides service to customers primarily in the City. The Electric Division has erected various street lighting systems for the City for which monthly rental amounts are paid to the utility by the City based on a percentage of total unamortized investment.

The Water-Sewer Division operates the water treatment and the waste-water treatment facilities serving customers primarily in the City. The rates for user charges and bond issuance authorization are approved by the Board of Commissioners.

The General Services Division operates the fiber optic network in the City.

B. Related Organization

City officials are also responsible for appointing the members to boards of other organizations, but the City's accountability for these organizations does not extend beyond making the appointments.

C. Joint Venture

The Inter-Modal Transportation Authority, Inc. (ITA) is a non-profit corporation organized for the purpose of acquiring and financing public projects and public facilities as an agent for the City and the County of Warren, Kentucky, jointly. In the year ended June 30, 2008, the City approved the issuance of General Obligation bonds (Series 2007 B & C) in the amount of \$27,415,000 to refinance the ITA's mortgage-backed bonds that were outstanding. The City entered into a ground lease with the Authority, providing for the City's acquisition of a leasehold estate in the project. The City, Warren County, and the Authority entered into a Contract, Lease & Option agreement in which the Authority and County shall lease back the project from the City in consideration of rental payments to be utilized by the City in support of the payment of principal and interest on the general obligation bonds. The City and Warren County have each pledged to evenly share any shortfalls towards payment of debt service on the outstanding bonds. In 2013, there was a significant land sale to the State for right-of-way use on the I-65 connector road planned in the near future. It generated approximately \$2.3 million that was used for a partial early redemption call on the 2007C bonds through 2018. Subsequently, during FY2016 the outstanding debt of the 2007B and 2007C bonds were partially refunded by General Obligation Refunding Bonds, Series 2016A & B in the total amount of \$15,300,000. During FY2019, the City and County made scheduled debt service contributions in the amount of \$2,244,425. The separately audited financial statements of the ITA can be obtained from the Finance Department of the City.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

D. Basic Financial Statements

Government-wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements. The reporting model focus is either on the City as a whole or on major individual funds. The government-wide financial statements report information on all of the non-fiduciary activities of the City and its component units. Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type.

Governmental activities normally are supported by taxes and intergovernmental revenues. Business-type activities rely to a significant extent on fees and charges for support. In the Government-wide Statement of Net Position, both the governmental and business-type activities are presented on a consolidated basis by column.

The Government-wide Statement of Activities demonstrates the degree to which the direct expenses of a function are offset by program revenues. Direct expenses (including depreciation) are those that are clearly identifiable with a specific function. Program revenues are directly associated with the function and include charges for services and grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Operating grants include operating-specific and discretionary (either operating or capital) grants while capital grants are capital-specific. Occupational license fees applied to gross wages and net profits, other license fees and permits, taxes, interest income and other revenues not properly included in program revenues are reported as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements. Non-major funds (by category) are summarized into a single column.

Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting as are the proprietary fund and fiduciary financial statements. With this measurement focus, all assets and all liabilities, including long-term assets, as well as long-term debt and obligations, are included in the Statement of Net Position. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For the City, available means expected to be received within sixty days of year end. Major revenue sources not susceptible to accrual include charges for services, penalties and fines, and miscellaneous revenues. Such revenues are recorded as revenues when received because they are generally not measurable or available until actually received. Intergovernmental revenues received for specific purposes or projects are recognized when the applicable eligibility requirements are met. Revenues received before the eligibility requirements are met are reported as unearned revenue. Expenditures are recorded when the liability is incurred except: (1) principal and interest on long-term debt is recorded when due, and (2) compensated absences are accounted for as expenditures in the period used.

Since the Governmental fund statements are presented on a different measurement focus and basis of accounting than the Government-wide statements' governmental column, a reconciliation is presented on the page following each statement which briefly explains the adjustments necessary to transform the fund based financial statements into the Governmental column of the Government-wide presentation.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

D. Basic Financial Statements, Continued

Basis of Accounting and Financial Statement Presentation, Continued

Internal service funds provide services primarily to other funds of the City and are presented in summary form as part of the proprietary fund statements. Since the principal users of the internal services are the City's governmental activities, the internal service funds' financial statements are consolidated into the Governmental column in the Government-wide statements. Governmental funds reimburse the Employee Health Care Fund, Workers' Compensation Fund, Fleet Maintenance Fund and Property and Casualty Fund for employer insurance and fleet maintenance expenses; these revenues and expenses are eliminated upon consolidation. Direct expenses of the internal service funds are not eliminated.

The City's fiduciary funds are presented in the fund financial statements by type (pension and agency). Since these assets are being held for the benefit of a third party (private parties, pension participants, etc.) and cannot be used for activities or obligations of the City, these funds are not incorporated into the Government-wide statements.

E. Basis of Presentation

The financial statements of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that is comprised of its assets, liabilities, reserves, fund equity, revenues, and expenditures or expenses, as appropriate. The various funds are reported by generic classification within the financial statements.

In accordance with GASB Statement No. 34, major funds are determined by the percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined. Any other governmental or enterprise funds that the City believes are particularly important to financial statement users may also be reported as major. The non-major funds are combined in a column in the fund financial statements and detailed in the combining section.

The focus of governmental fund measurement (in the fund financial statements) is on the determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. The balance sheets generally contain only current assets and liabilities. The reported fund balance (net current assets) is a measure of "available spendable resources". The City reports the following major governmental funds:

The **General Fund** is the primary operating unit of the City and accounts for the revenues and expenditures not specifically provided for in other funds. Most of the essential governmental services such as police and fire protection, community services, parks and recreation, and general administration are reported in this fund.

The **WKU Athletics Debt Service Fund** is used to account for revenues received from Western Kentucky University (WKU) consisting of student athletic fees and suite rentals collected by WKU and remitted to the City pursuant to the Memorandum of Agreement between the City, WKU and the Hilltopper Athletic Foundation. The student athletic fees and suite rentals are to be paid to the City each year in sufficient amounts to pay debt services on the City's \$27,775,000 General Obligation and Special Revenue Bonds, Series 2010 and \$1,805,000 General Obligation and Special Revenues Bonds, Series 2011.

The **ITA Bond Debt Service Fund** is used to account for revenues received from lease payments made by the ITA and Warren County and expenditures related to the 2016A&2016B bond issues that were used for refinancing the Kentucky Transpark debt.

The **Debt Service Fund** is used to account for the accumulation of resources and payments made for principal and interest on long-term general obligation debt in the governmental funds.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

E. Basis of Presentation, Continued

The focus of proprietary fund measurement is upon the determination of operating income, changes in net position, financial position, and cash flows, which is similar to businesses. All assets and all liabilities associated with the operation of these funds are included on the balance sheet. The City reports the following major proprietary fund:

The **Convention Center Fund** is used to account for the operations of the City's Sloan Convention Center.

Internal Service Funds are used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the City on a user charge basis. Internal Service Funds include the Fleet Maintenance Fund, Employee Health Care Fund, Workers Compensation Fund and Property and Casualty Fund.

Fiduciary Funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the City. Trust funds account for assets held by the City under the terms of a formal trust agreement. Fiduciary funds are as follows:

The City of Bowling Green Police and Firefighters' Retirement Fund, a pension trust fund, is used to account for the accumulation of resources to be used for retirement annuity payments for retired or disabled public safety employees.

Agency funds generally are used to account for assets that the City holds on behalf of others as their agent, are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Claims Fund is an imprest paying agent for all government funds.

Payroll Fund is an imprest paying agent for City payroll.

Tourist and Convention Fund is used to account for the collection of 4% transient room tax and payment to the Bowling Green Area Convention and Visitors Bureau and the Convention Center Corporation.

Tax Distribution Fund is used to account for property tax collections and disbursements to the Bowling Green Independent School System for property taxes billed and collected by the City on its behalf.

Treasurer's Distribution Fund is used to account for collection of miscellaneous receipts requiring disbursement to other outside agencies.

Evidence Storage Fund is used to account for cash collected as police evidence.

Bowling Green/Warren County Adjusted TIF Increment Fund is used to account for TIF revenues based on an agreement with Warren County. The associated investment account is jointly shared with Warren County with available cash pledged to the County cover debt shortfalls on the County's 2016 Industrial Revenue Bonds.

Workforce Innovation & Opportunity Act Fund was created when the City was selected to provide fiscal agent services for the South Central Development Workforce Board (SCDWB) for a two-year period effective July 1, 2016. This fund is used to account for the receipt of grant funds and the disbursement of the grant funds as directed by the SCDWB. Effective July 1, 2018, the City no longer serves as the fiscal agent for the SCDWD and as such, the fund has a \$0 balance as of June 30, 2019.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

F. Assets, Liabilities and Fund Equity

Deposits and Investments - The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Some of the cash resources of the individual funds are combined to form a pool of cash for cash management purposes. Interest income earned as a result of pooling is distributed to the appropriate funds based on the ending monthly balance of pooled cash in each fund. Funds that incur a negative balance in pooled cash during the year are not charged interest. No reclassification has been made at year end for negative balances of pooled cash.

Investments for the government, as well as its component units, are reported at fair value.

Receivables - Receivables are amounts due representing revenues earned or accrued in the current period.

Property taxes attach as an enforceable lien on property as of January 1 each year. Property values are assessed on January 1 of each year, taxes are levied annually by ordinance, and are payable on December 31. The City bills and collects its own property taxes and also collects for the Bowling Green Independent School District. Collections of the City school taxes and remittance to the District are accounted for in the Tax Distribution Fund. City property tax revenues are recognized when levied to the extent that they are both measurable and available.

A receivable is reported for uncollected property taxes. Since these taxes are all at least six months delinquent at June 30 an allowance for uncollectible accounts has been established for the entire amount.

Interfund Receivables - During the course of its operations, the City has numerous transactions between funds to finance operations, provide services, construct assets, and service debt. To the extent that certain transactions between funds had not been paid or received as of June 30, 2019, balances of interfund amounts receivable or payable have been recorded as "due to/from other funds". Any residual balances outstanding between the governmental activities and business-type activities are reported in the Government-wide financial statements as "internal balances".

Inventories - Inventories are valued at cost, which approximate market, using the first-in/first-out (FIFO) method. The costs of inventory items are recognized as expenditures or expenses when used.

Prepaid Items - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both Government-wide and fund financial statements. Prepaid rent consists of payments made by the City in relation to a leasehold estate in the Inter-Modal Transportation Authority (ITA) project, net of current year amortization of rent expense.

Restricted Assets - Certain proceeds of bonds, as well as certain resources set aside for their payment, are classified as restricted assets on the balance sheet since their use is limited by applicable bond indentures. Construction fund accounts are used to report proceeds of general obligation and revenue bonds and notes that are restricted for use in construction and capital acquisitions. Depreciation and Maintenance accounts are the resources set aside to provide reasonable reserves for renewals, replacements, improvements, extensions, extraordinary major repairs and contingencies related to bond obligation projects. Sinking Fund accounts are the resources accumulated for debt service payments.

Capital Assets - Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, bridges, traffic signals, and similar items), are reported in the applicable governmental or business-type activities columns in the Government-wide financial statements. Land, building, and improvements expenditures for items having a useful life greater than two years and having a cost greater than \$25,000 are capitalized. Machinery and equipment expenditures for items having a useful life greater than two years and having a cost greater than \$5,000 are capitalized. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value and recorded as donations at the date received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

F. Assets, Liabilities and Fund Equity, Continued

Property, plant, and equipment of the City are depreciated using the straight-line method over the following estimated useful lives:

Description	Governmental Activities Estimated Lives	Business-type Activities Estimated Lives
Buildings and improvements	40 years	30 - 50 years
Improvements other than buildings	10 - 40 years	10 - 35 years
Infrastructure - drainage	30 - 100 years	N/A
Machinery and equipment	3 - 7 years	3 - 10 years
Vehicles	5 - 7 years	5 - 7 years
Intangible assets	10 - 40 years	N/A

The City's infrastructure consists of the street and storm sewers systems. The street system consists of streets, rights-of-way, sidewalks, and curbs. The storm sewers system consists of gutters and storm sewers. The City elected to use the Modified Approach as defined by GASB Statement No. 34 for infrastructure reporting of its street system. Using this approach, the City capitalizes the costs of its street system but does not report depreciation expense for those assets. Instead, the City reports all street system maintenance as expenditures in the period incurred unless those expenditures improve on those streets original condition or add to its capacity. These additions or improvements are not expensed but added to the historical cost of the assets. The City uses an asset management system to provide an up-to-date inventory of its streets, perform condition assessments on the street pavement at least once every three years, and estimate an annual amount needed to maintain the streets at a specified condition level. The asset management system is discussed in more detail in Required Supplemental Information, immediately following these notes.

Compensated Absences - It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacation leave is earned based on working days for each month of credited service. For most classified employees, earning rates increase at 10, 15 and 20 years of credited service. Accumulated vacation time shall not exceed the amount of time which an employee may earn in two years.

Sick leave for most classified employees is earned on the basis of one working day or eight hours per month of service. Sick leave for Fire Department personnel working 24 hours on/48 hours off is earned on the basis of 12 hours per month of service. Earned sick leave may be accumulated up to a maximum of 180 days; thereafter, employees are compensated monthly for days accumulated in excess of 180 days in an amount equal to one-half of the base rate straight-time value. For retiring employees who are participating members of CERS, the City will purchase service credit for up to six months (120 days) of unused sick leave at the time of retirement. Employees who retire with more than 120 accrued sick days may receive cash payment for the number of days over 120 in the amount of \$40/day.

All vacation pay is accrued when incurred in the government-wide, proprietary and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Retirement - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources, and pension expense, information about the City's participation in the County Employees' Retirement System (CERS) of the Kentucky Retirement Systems (KRS) have been determined on the same basis as reported by the KRS. Benefits including refunds of employee contributions are recognized when due and payable in accordance with the benefit terms of the CERS plan. The liability was measured at June 30, 2018.

Postemployment Benefits Other Than Pensions (OPEB) - For purposes of measuring the OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the CERS' Insurance Fund and additions to/deductions from the

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

F. Assets, Liabilities and Fund Equity, Continued

Insurance Fund's fiduciary net position have been determined on the same basis as reported by the Insurance Fund. The Insurance Fund recognizes benefit payments when due and payable in accordance with benefit terms. The liability was measured at June 30, 2018.

Long-Term Obligations - In the Government-wide, proprietary and fiduciary fund financial statements, long-term debt and obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund Statement of Net Position. The discounts and premiums related to bonds and notes issued are deferred and amortized over the life of the bond or note using the straight-line method. Bonds and notes payable are reported net of the applicable bond premium or discount. Issuance costs are reported as expenses.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

Extraordinary losses, the difference between the re-acquisition price and the net carrying value of the old debt on refunded debt are amortized as a component of interest expense over the life of the old or new bonds, whichever is shorter, using the straight-line method. The deferred amount is presented as a deferred inflow of resources.

Long-term liabilities include the following:

- Principal outstanding on general obligation bonds, notes and capital lease obligations.
- Landfill closure and postclosure care liability is the established total current cost to place a final cover on the City's landfill sites and to perform certain maintenance and monitoring functions after closure.

Unearned Revenues - The City defers revenue recognition in connection with resources that have been received but not yet earned. At the end of Fiscal Year 2019, licenses and permits paid in advance of \$33,810 have been deferred as these amounts have not yet been earned.

Fund Equity - The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Nonspendable fund balance - amounts that are not in a spendable form (such as inventory) or are required to be maintained intact;
- Restricted fund balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders and higher levels of government), through constitutional provisions, or enabling legislation;
- Committed fund balance - amounts constrained to specific purposes by the City itself, by Ordinance approved by the Board of Commissioners; to be reported as committed, amounts cannot be used for any other purpose unless the City takes action to remove or change the constraint;
- Assigned fund balance - amounts the City intends to use for a specific purpose (such as encumbrances); intent can be expressed by the City or the City Manager, Assistant City Manager, and/or Chief Financial Officer or body to which the City delegates authority as established by the City's Fund Balance Policy included in the City's Financial Policies approved by the Board of Commissioners.
- Unassigned fund balance - amounts that are available for any purpose; positive amounts are reported only in the General Fund.

When both restricted and unrestricted funds are available for expenditure, restricted funds are spent first unless legal requirements disallow it. When committed, assigned and unassigned funds are available for expenditure, committed funds are spent first, assigned funds second, and unassigned funds last.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

G. Revenues, Expenditures and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, non-capital financing or investing activities.

Interfund transactions that would be treated as revenues or expenditures/expenses if they involved organizations external to the City are similarly treated when involving funds of the City. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the reimbursed fund. Transfers from funds receiving revenues to funds through which the resources are to be expended and operating subsidies are classified as interfund transfers. Transfers between governmental and proprietary funds are netted as part of the reconciliation to the Government-wide columnar presentation.

H. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Compliance with Finance Related Legal and Contractual Provisions

The City has no material violations of finance related legal and contractual provisions.

NOTE 3. DETAIL NOTES ON ALL FUNDS

A. Cash and Investments

Primary Government

The City's bank balances at June 30, 2019 are entirely insured or collateralized with securities held by the City's agent in the City's name. In accordance with Kentucky Revised Statutes (KRS) 66.480 and the Government's investment policy, the Government is allowed to invest in obligations of the U.S. Treasury and U.S. agencies and instruments, repurchase agreements, bankers' acceptances, commercial paper, obligations of the Commonwealth of Kentucky and its agencies and instrumentalities, shares of mutual funds or interest bearing deposits of insured national or state banks. In addition, the Fiduciary Funds are allowed to invest in equity securities, corporate bonds and international stocks listed as American Depositary Receipts (ADR). Investments of the City as of June 30, 2019 are summarized and categorized in the following table:

Primary Government (except Fiduciary Funds)		
Investment Type	Fair Value	Weighted Average Maturity
Certificate of deposit	\$ 9,036,683	0.654
Cash equivalents	1,182,981	N/A
Tax free mutual funds	1,715,303	N/A
U.S. agencies CMO	90,500	0.050
Taxable mutual funds	586,606	N/A
U.S. equity	228,046	N/A
U.S. agencies bonds	19,894,857	0.795
Foreign real estate fund	5,900	N/A
U.S. real estate	8,740	N/A
Municipal bonds	6,515,246	0.353
	<u>\$ 39,264,862</u>	

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

A. Cash and Investments, Continued

Primary Government, Continued

Interest Rate Risk - The City has adopted an investment policy that recommends controlling interest rate risk through maturity diversification. To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements.

Credit Risk - The City has no policy related to credit risk.

Concentration of Credit Risk - To limit concentration of credit risk, the City has adopted an investment policy to limit investments held at one financial institution to no more than 25% of total investments, excluding money market mutual funds, unless they are fully insured or fully collateralized or they are authorized investment pools.

Recurring Fair Value Measurement - The City categorizes its fair value measurements within the fair value hierarchy established by the generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The City has the following recurring fair value measurements as of June 30, 2019:

- Certificates of deposit, cash equivalents, U.S. Agencies CMO, and U.S. Agencies Bonds total \$30,205,021 and are valued using quoted market prices (Level 1 inputs).
- Municipal bonds, tax free mutual funds, taxable mutual funds, U.S. and foreign equity, and U.S. and foreign real state funds total \$9,059,841 using quoted prices for similar assets in active markets (Level 2 inputs).

Component Units

Bowling Green Municipal Utilities

The Bowling Green Municipal Utilities may legally invest in direct obligations of and other obligations guaranteed as to principal by the U.S. Treasury and U.S. Agencies and instrumentalities, Kentucky bonds and certificates of indebtedness, highly-rated securities issued by a state or local government in the United States and certain other investments more fully described in the Kentucky Revised Statutes. Investments of each division of the Utility as of June 30, 2019 are summarized and categorized in the following tables:

Bowling Green Municipal Utilities Water-Sewer Division			
Investment Type	Fair Value	Maturities in Years	
		Less than 1	1-5
Fixed income funds	\$ 399,585	\$ 399,585	\$ -
U.S. treasury obligations	995,027	995,027	-
Negotiable certificates of deposit	989,714	486,033	503,681
Money market account	70,773,581	70,773,581	-
	<u>\$ 73,157,907</u>	<u>\$ 72,654,226</u>	<u>\$ 503,681</u>

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

A. Cash and Investments, Continued

Component Units, Continued

The carrying value of deposits and investments shown above are included in the Combining Statement of Net Position - Component Units - Bowling Green Municipal Utilities for the Water-Sewer Division as follows:

Carrying value	
Deposits	\$ 4,647,539
Investments	<u>73,157,907</u>
	<u><u>\$77,805,446</u></u>

Included in the following captions:

Cash and cash equivalents	\$10,193,765
Noncurrent cash and investments	66,325,391
Other short-term investments	<u>1,286,290</u>
	<u><u>\$77,805,446</u></u>

<u>Bowling Green Municipal Utilities Electric Division</u>		
		Maturities in Years
Investment Type	Fair Value	Less than 1
Money market account	<u>\$ 1,146,706</u>	<u>\$ 1,146,706</u>

The carrying value of deposits and investments are included in the Combining Statement of Net Position - Component Units - Bowling Green Municipal Utilities for the Electric Division as follows:

Carrying value	
Deposits	\$16,276,548
Investments	<u>1,146,706</u>
	<u><u>\$17,423,254</u></u>

Included in the following captions:

Cash and cash equivalents	\$16,176,548
Investments and restricted funds	<u>1,246,706</u>
	<u><u>\$17,423,254</u></u>

Interest Rate Risk - Investment rate risk is the risk that changes in market interest rates and will adversely affect the value of an investment. The Bowling Green Municipal Utilities does not have a formal investment policy that limits its interest rate risk.

Credit Risk - Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. At June 30, 2019, the Utility's investments in U.S. agencies obligations not directly guaranteed by the U.S. government were rated by Standard & Poor's and by Moody's Investors Services as AAA.

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

A. Cash and Investments, Continued

Component Units, Continued

Custodial Credit Risk - For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Utility will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. As of June 30, 2019, Bowling Green Municipal Utilities was not exposed to custodial credit risk.

Concentration of Credit Risk - The Utility places no limit on the amount that may be invested in any one issuer. At June 30, 2019, the Water-Sewer Division's investment in U.S. Treasury Note obligations constituted approximately 1% of its total investments.

Recurring Fair Value Measurements - Water/Sewer and Electric Division had no assets measured at fair value on a recurring basis as of June 30, 2019.

Police and Firefighters' Retirement Fund

Plan investments are presented at fair value, which is the amount that financial instruments could be exchanged in a current transaction between willing parties. Short-term investments are carried at cost, which approximates fair value. Securities traded on a national exchange are valued at the last reported sales price at current exchange rates. Other investments not having an established market are recorded at estimated fair value. All fair values are determined by external consultants. The City of Bowling Green Police and Firefighters' Retirement Fund investments are measured and reported at fair value and are classified according to the following hierarchy:

Level 1 - Investments reflect prices quoted in active markets.

Level 2 - Investments reflect prices that are based on a similar observable asset either directly or indirectly, which may include inputs in markets that are not considered to be active.

Level 3 - Investments reflect prices based upon unobservable sources.

The categorization of investments within the hierarchy is based upon the pricing transparency of the instrument and should not be perceived as the particular investment's risk.

Investments by Fair Value Level	June 30, 2019	Fair Value Measurements Using	
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
Corporate securities	\$ 2,001,584	\$ 480,467	\$ 1,521,117
Mutual funds	3,529,561	3,529,561	-
Kentucky local municipal bonds	766,631	-	766,631
United States government securities	100,427	100,427	-
Total investments by fair value	<u>\$ 6,398,203</u>	<u>\$ 4,110,455</u>	<u>\$ 2,287,748</u>

Approximately 32% of the net assets held in trust for pension benefits are invested in corporate securities and 56% are invested in mutual funds. The fund has no investments in stocks or bonds of any commercial or industrial organization whose market value exceeds 5% of the plan's fiduciary net position. The Fund does not have a formal investment policy, but does have an investment plan strategy in place since 1997 that provides guidelines for investments. Any changes to the investment plan would need to be approved by the Board of Trustees and be in compliance with Kentucky Revised Statutes.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

A. Cash and Investments, Continued

Component Units, Continued

The Retirement Fund's investments are all categorized as either insured or registered. The securities are held by the Retirement Fund, or by its agent, in the name of City of Bowling Green Police and Firefighters' Retirement Fund.

Investment Type	Fair Value	Investment Maturities (In Years)			
		Less than 1	1-5	6-10	More than 10
U.S. government	\$ 100,427	\$ -	\$ 100,427	\$ -	\$ -
Corporate securities	2,001,584	-	896,924	983,960	120,700
Kentucky municipal bonds	766,631	151,072	256,044	333,738	25,777
Mutual funds	3,529,561	3,529,561	-	-	-
Total	<u>\$ 6,398,203</u>	<u>\$ 3,680,633</u>	<u>\$ 1,253,395</u>	<u>\$ 1,317,698</u>	<u>\$ 146,477</u>

Rate of Return - For the year ended June 30, 2019, the annual money-weighted rate of return on pension plan investments calculated as the internal rate of return on pension plan investments, net of pension plan investment expense was 5.67%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Custodial Credit Risk - For an investment, custodial credit risk is the risk that, in the event of the failure of the financial institution, the fund will not be able to recover the value of its cash equivalents. At June 30, 2019, the Fund's carrying amounts for cash investments were uninsured, but held in the Fund by the corresponding bank's trust department.

B. Restricted Assets

Unrestricted Assets - represent unrestricted liquid assets. While Government management may have categorized and segmented portions for various purposes, the Board of Commissioners has the unrestricted authority to revisit or alter these management decisions.

C. Capital Assets

Capital asset activity for the year ended June 30, 2019 follows on the next page.

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

C. Capital Assets, Continued

	Balance June 30, 2018	Additions	Deletions	Balance June 30, 2019
Primary Government				
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 18,146,596	\$ 114,000	\$ (32,715)	\$ 18,227,881
Infrastructure	113,041,097	7,834,450	(1,158,490)	119,717,057
Construction in progress	12,509,254	5,153,762	(13,837,804)	3,825,212
Total capital assets, not being depreciated	143,696,947	13,102,212	(15,029,009)	141,770,150
Capital assets, being depreciated:				
Stormwater infrastructure	12,668,832	1,040,651	(9,587)	13,699,896
Buildings	49,019,812	2,250,485	(168,802)	51,101,495
Improvements other than buildings	38,959,896	3,715,504	(163,014)	42,512,386
Intangibles	2,022,433	13,452	(29,836)	2,006,049
Vehicles, equipment and furniture	25,069,304	5,350,347	(1,957,628)	28,462,023
Property held under capital lease	306,633	-	-	306,633
Total capital assets, being depreciated	128,046,910	12,370,439	(2,328,867)	138,088,482
Less accumulated depreciation:				
Stormwater infrastructure	(2,891,270)	(249,718)	3,889	(3,137,099)
Buildings	(19,217,540)	(1,283,772)	103,507	(20,397,805)
Improvements other than buildings	(18,339,365)	(1,522,491)	87,124	(19,774,732)
Intangibles	(678,511)	(184,194)	21,942	(840,763)
Vehicles, equipment and furniture	(18,858,155)	(1,911,592)	1,949,806	(18,819,941)
Property held under capital lease	(200,194)	(7,431)	-	(207,625)
Total accumulated depreciation	(60,185,035)	(5,159,198)	2,166,268	(63,177,965)
Total capital assets, being depreciated, net	67,861,875	7,211,241	(162,599)	74,910,517
Governmental activities, capital assets, net	\$ 211,558,822	\$ 20,313,453	\$ (15,191,608)	\$ 216,680,667
	Balance June 30, 2018	Additions	Deletions	Balance June 30, 2019
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 2,290,764	\$ -	\$ -	\$ 2,290,764
Construction in progress	6,000	45,200	-	51,200
Total capital assets, not being depreciated	2,296,764	45,200	-	2,341,964
Capital assets, being depreciated:				
Buildings	11,074,617	-	-	11,074,617
Improvements other than buildings	74,550	-	-	74,550
Vehicles, equipment and furniture	1,035,627	-	-	1,035,627
Total capital assets, being depreciated	12,184,794	-	-	12,184,794
Less accumulated depreciation:				
Buildings	(6,458,893)	(280,071)	-	(6,738,964)
Improvements	(1,775)	(10,650)	-	(12,425)
Vehicles, equipment and furniture	(844,617)	(45,699)	-	(890,316)
Total accumulated depreciation	(7,305,285)	(336,420)	-	(7,641,705)
Total capital assets, being depreciated, net	4,879,509	(336,420)	-	4,543,089
Business-type activities, capital assets, net	\$ 7,176,273	\$ (291,220)	\$ -	\$ 6,885,053

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

C. Capital Assets, Continued

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities	
General government	\$ 538,179
Public safety	1,489,112
Public works	949,868
Parks and recreation	1,591,854
Neighborhood and community services	<u>590,185</u>
Total depreciation expense - governmental activities	<u>\$ 5,159,198</u>
Business-type activities	
Convention Center	<u>\$ 336,420</u>

	Balance June 30, 2018	Additions	Deletions	Balance June 30, 2019
Bowling Green Municipal Utilities				
Capital assets, not being depreciated:				
Construction in progress	<u>\$ 12,515,354</u>	<u>\$ 7,676,159</u>	<u>\$ (11,042,919)</u>	<u>\$ 9,148,594</u>
Capital assets, being depreciated:				
Transmission plant	2,532,149	109,061	(29,988)	2,611,222
Distribution plant	89,026,808	5,006,935	(1,009,768)	93,023,975
Structures and improvements, nodes	312,219	1,879	-	314,098
General plant	14,965,567	194,300	(105,231)	15,054,636
Water plant	97,390,410	9,040,781	(839,763)	105,591,428
Sewer plant	112,825,145	2,209,603	-	115,034,748
Equipment	7,553,335	366,194	(14,288)	7,905,241
Overhead conductors and devices	5,975,197	196,601	(6,917)	6,164,881
Trucks and autos	2,579,515	609,596	(216,774)	2,972,337
Office equipment	1,597,264	154,543	-	1,751,807
Office additions	65,716	-	-	65,716
Total capital assets, being depreciated	<u>334,823,325</u>	<u>17,889,493</u>	<u>(2,222,729)</u>	<u>350,490,089</u>
Less accumulated depreciation	<u>(146,193,078)</u>	<u>(10,484,581)</u>	<u>1,914,819</u>	<u>(154,762,840)</u>
Total capital assets, being depreciated, net	<u>188,630,247</u>	<u>7,404,912</u>	<u>(307,910)</u>	<u>195,727,249</u>
Bowling Green Municipal Utilities, capital assets, net	<u>\$ 201,145,601</u>	<u>\$ 15,081,071</u>	<u>\$ (11,350,829)</u>	<u>\$ 204,875,843</u>

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

D. Interfund Transfers

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statutes or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due, and (3) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

The following schedule briefly summarizes the City's transfer activity:

	Transfers Out				Total
	General	Nonmajor Governmental	Internal Service	Convention Center	
General Fund	\$ -	\$ 536,521	\$ -	\$ -	\$ 536,521
ITA Bond	916,000	-	-	-	916,000
Debt Service	2,724,186	2,155,953	-	-	4,880,139
Convention Center	-	1,243,508	-	-	1,243,508
Internal Service Funds	2,200,000	-	170,000	-	2,370,000
Nonmajor Governmental Funds	13,908,277	1,305,000	-	300,000	15,513,277
Totals	<u>\$ 19,748,463</u>	<u>\$ 5,240,982</u>	<u>\$ 170,000</u>	<u>\$ 300,000</u>	<u>\$ 25,459,445</u>

E. Long-term Debt

Revenue bonds and other directly related long-term liabilities, which are intended to be paid from proprietary funds, are included in the accounts of such funds. All other long-term indebtedness is accounted for in the Governmental column of the Government-wide Statement of Net Position. The table on the following page reports all City long-term debt as of June 30, 2019.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued E.

Primary Government:

Governmental Activities

	Purpose of Issue	Original Issue	Interest Rate	Final Maturity	Amount Outstanding
General obligation and revenue bonds					
	Lovers Lane, Utilities, Park Community Center Expansion, Circus Square, Downtown Signalization, SkyPAC land acquisition, various road projects, Southwest Parkway property acquisition, Broadway Curve Straightening, Fields Drive and Skate Park Refinance GO Series				
General Obligation Bond, Series 2007A		\$14,905,000	4.0%-5.0%	June 30, 2021	\$ 1,060,000
General Obligation Bond Series 2009	1995, 1998 and 200A Refinance GO Series	15,740,000	3.00%-4.50%	June 1, 2020	1,530,000
General Obligation Bond, Series 2010/2011	2002B and 2002C Refinance GO Series	29,580,000	0.5%-3.75%	June 1, 2026	17,680,000
General Obligation Bond, Series 2012A	2004A Refinance GO Series	6,320,000	2.0%-3.0%	June 1, 2024	4,330,000
General Obligation Bond, Series 2012B	2004B Refinance portion of GO Series 2007A	1,400,000	1.0%-3.3%	June 1, 2024	710,000
General Obligation Bond, Series 2015A	Refinance portion of GO Series 2007B	9,245,000	2.25%-3.0%	December 1, 2032	8,985,000
General Obligation Bond, Series 2016A	Refinance GO Series 2007C	12,040,000	2.05%	September 1, 2023	7,885,000
General Obligation Bond, Series 2016B	Refinance portion of Series 2008A & 2008B	3,260,000	3.09%	September 1, 2023	1,690,000
General Obligation Bond Series 2016C		24,545,000	3.0%-4.0%	June 1, 2038	23,325,000
					67,195,000
Premiums, deferred charges and discounts on bond obligations					2,536,975
Total general obligation bonds					<u>\$ 69,731,975</u>
Notes and capital leases from direct borrowings and placements					
	Purpose of Issue	Original Issue	Interest Rate	Final Maturity	Amount Outstanding
Chase Bank	2010 Fire Aerial & Pumper Trucks	\$ 1,309,391	2.66%	October 1, 2020	\$ 290,075
Farmers National Bank	2018 Fire Trucks	3,531,163	2.99%	March 29, 2028	3,223,521
Total notes payable from direct borrowings and placements					<u>\$ 3,513,596</u>
Other Long-Term Liabilities					
Compensated absences					1,919,531
Landfill					2,281,150
					<u>4,200,681</u>
Total long-term governmental liabilities					<u>\$ 77,446,252</u>

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

Changes in Long-term Liabilities

Long-term liability activity for the primary government for the year ended June 30, 2019, was as follows:

	Balance June 30, 2018	Increases	Decreases	Balance June 30, 2019	Amounts Due in One Year
Governmental Activities:					
General obligation and revenue bonds	\$ 75,540,000	\$ -	\$ (8,345,000)	\$ 67,195,000	\$ 8,320,000
Notes and capital leases from direct borrowings and placements	4,018,748	-	(505,152)	3,513,596	459,818
Adjustments for deferred amounts:					
Discount on bonds payable	(83,157)	8,950	-	(74,207)	-
Premium on bonds payable	2,812,408	-	(201,226)	2,611,182	-
Total bonds, notes, leases payable	82,287,999	8,950	(9,051,378)	73,245,571	8,779,818
Component unit debt	30,763	-	(30,763)	-	-
Compensated absences	1,844,036	1,097,114	(1,021,619)	1,919,531	1,129,998
Landfill postclosure care	2,469,122	-	(187,972)	2,281,150	72,935
Total governmental activities	86,631,920	1,106,064	(10,291,732)	77,446,252	9,982,751
Business-type Activities					
General obligation and revenue bonds	735,000	-	(735,000)	-	-
Less: Unamortized bond discount and premiums from refunding	19,122	-	(19,122)	-	-
Total business-type activities	754,122	-	(754,122)	-	-
Total governmental and business-type activities	<u>\$ 87,386,042</u>	<u>\$ 1,106,064</u>	<u>\$ (11,045,854)</u>	<u>\$ 77,446,252</u>	<u>\$ 9,982,751</u>

Internal Service funds predominately serve the governmental funds. Accordingly, long-term liabilities are included as part of the above totals for governmental activities. At year end, \$35,821 of internal service fund compensated absences is included in the above amounts. Landfill postclosure liabilities are liquidated by the Landfill Closure special revenue fund and governmental compensated absences are liquidated by the general fund.

The City's outstanding capital lease from direct borrowings and placements totaling \$290,075 contains a nonappropriation provision where the equipment will be returned to the lessor in the event of non-appropriation. Additionally, a default provision is also in place where the City would be subject to one or all of the following if default occurs: pay interest at 12% on due-payments, return equipment, and/or termination of lease agreement.

The City's outstanding note from direct borrowings and placements totaling \$3,223,521 contains a default provision where the financing agreement would be terminated and all related indebtedness would be due and payable. Collateral for this note includes: one 2018 Pierce Rescue Engine with equipment and machinery, one 2018 Pierce 95" Mid-Mount Aerial Platform Engine with machinery and equipment, and four 2018 Pierce Engines with equipment and machinery.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

Component Unit, Continued

Long-term liability activity for the component unit for the year ended June 30, 2019, was as follows:

	Balance June 30, 2018	Increases	Decreases	Balance June 30, 2019	Amounts Due in One Year
Component Unit:					
Bowling Green Municipal Utilities					
Water-Sewer Division					
Notes payable	\$ 65,485,104	\$ 61,817,237	\$ (4,401,739)	\$ 122,900,602	\$ 4,786,262
Electric Division					
Revenue bonds	9,915,000	-	(485,000)	9,430,000	495,000
General Services Division					
Notes payable	2,850,000	-	(447,358)	2,402,642	605,598
Less: unamortized bond discount (premium)	28,511	2,143,769	(11,842)	2,160,438	-
	<u>\$ 78,278,615</u>	<u>\$ 63,961,006</u>	<u>\$ (5,345,939)</u>	<u>\$ 136,893,682</u>	<u>\$ 5,886,860</u>

Debt service requirements (principal and interest) to maturity for the Primary Government's bonds and notes are as follows:

Fiscal Year	Governmental Activities			
	General Obligation and Revenue Bonds		Notes and capital leases from direct borrowings and placements	
	Interest	Principal	Interest	Principal
2020	\$ 2,181,585	\$ 8,320,000	\$ 69,276	\$ 459,818
2021	1,916,081	7,060,000	65,469	473,491
2022	1,689,355	7,230,000	61,560	336,450
2023	1,471,941	7,235,000	61,560	346,650
2024	1,239,850	7,485,000	61,560	357,000
2025-2029	3,699,848	15,515,000	246,240	1,540,187
2030-2034	1,763,890	9,005,000	-	-
2035-2039	458,152	5,345,000	-	-
	<u>\$ 14,420,702</u>	<u>\$ 67,195,000</u>	<u>\$ 565,665</u>	<u>\$ 3,513,596</u>

Principal requirements for component unit debt is as follows:

Fiscal Year	Bowling Green Municipal Utilities Water- Sewer Division	Bowling Green Municipal Utilities Electric Division	Total
2020	\$ 4,786,262	\$ 495,000	\$ 4,961,262
2021	4,836,318	505,000	5,026,318
2022	4,921,917	515,000	5,106,917
2023	5,333,650	530,000	5,083,651
2024	5,427,796	540,000	5,967,796
2025-2029	28,276,001	2,975,000	31,251,001
2030-2034	26,059,993	3,125,000	29,184,993
2035-2039	26,103,665	745,000	26,848,665
2040-2044	7,920,000	-	7,920,000
2045-2049	9,235,000	-	9,235,000
	<u>\$ 122,900,602</u>	<u>\$ 9,430,000</u>	<u>\$ 130,585,603</u>

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

General Description of the City's General Obligation and Revenue Bonds

General Obligation and Revenue Bonds - The City routinely issues general obligation and revenue bonds to provide funds for the acquisition and construction of capital assets. The general obligation bonds are secured by an irrevocable pledge of the full faith, credit and taxing power of the City. The City has issued the following general obligation and revenue bonds:

1. \$14,905,000 General Obligation Bonds, Series 2007A, issued to finance costs for construction of public park improvements, construction of utilities, design and construction of a skate park, Circus Square acquisition and construction, land acquisition, construction of public roads, and installation of downtown signalization upgrades. In Fiscal Year 2015, this obligation was partially refunded in the amount of \$9,245,000 by Series 2015A.
2. \$15,740,000 General Obligation Bonds, Series 2009, issued for the purpose of refinancing the 1995 Bowling Green Municipal Projects Corporation Lease Revenue Bonds, the 1998 City of Bowling Green General Obligation Bonds, Series A and the 2000 City of Bowling Green General Obligation Bonds.
3. \$29,580,000 General Obligation and Special Revenue Refunding Bonds, Series 2010 and Series 2011, issued for the purpose of refinancing the Series 2002B and Series 2002C General Obligation and Special Revenue Bonds for Western Kentucky University.
4. \$6,320,000 General Obligation Bonds, Series 2012A, issued for the purpose of refinancing Series 2004A General Obligation Bonds.
5. \$1,400,000 General Obligation Bonds, Series 2012B, issued for the purpose of refinancing Series 2004B General obligation Bonds.
6. \$9,245,000 General Obligation Bonds, Series 2015A, issued for the purpose of refinancing a portion of Series 2007A General Obligation Bonds
7. \$15,300,000 General Obligation Bonds, Series 2016A & B, issued for the purpose of refinancing a portion of Series 2007B & C General Obligation Bonds. The refunding was undertaken in FY2016 and resulted a net present value savings or benefit of \$1,216,517 or approximately 8.2%. The aggregate difference between the refunding debt and the refunded debt was \$470,000; with \$14,830,000 as the refunded principal.
8. \$24,545,000 General Obligation Bonds, Series 2016C, issued to refinance a portion of Series 2008A & 2008B General Obligation Bonds. The refunding was completed in FY2016 and resulted in a net present value savings or benefit of \$3,072,159 or about 12.72%. The aggregate difference between the refunding debt and the refunded debt was \$395,000; with \$24,150,000 as the refunded principal.

Memorandum of Agreement/WKU Project Financing

In June 2002 the City issued \$30,115,000 General Obligation and Special Revenue Bonds, Series 2002B and \$1,800,000 General Obligation and Special Revenue Bonds, Series 2002C to finance the renovation, improvement and equipping of certain WKU athletic and parking facilities, including the renovation and improvement of E. A. Diddle Arena. The Series 2002C Bonds were issued to finance costs allocated to certain private use facilities (luxury suites) in E. A. Diddle Arena, as renovated, not financed by the Series 2002B Bonds.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

Memorandum of Agreement/WKU Project Financing

Pursuant to a Memorandum of Agreement dated April 15, 2002 and amended by Supplement No. 1 dated June 1, 2002, between the City, WKU and the Hilltopper Athletic Foundation (HAF), WKU and HAF, respectively, pledge to impose and charge student athletic fees and suite rentals during the term of the respective series of bonds sufficient, when transferred to the City, for the payment of principal and interest on the bonds. WKU pledges the student athletic fees to the City for the payment of principal and interest on the Series 2002B Bonds and, on a subordinated basis, the Series 2002C Bonds, and HAF and WKU pledge the suite rentals (defined as annual luxury suite rentals minus HAF contributions of \$7,500 per suite) to the City for the payment of principal and interest on the Series 2002C Bonds. Payments from collected student athletic fees and suite rentals are to be made to the City on or before March 1 and September 1 of each year in amounts sufficient to pay debt service on the Series 2002B Bonds and Series 2002C Bonds, respectively, to the extent funds are not otherwise provided in the form of capitalized interest and interest earnings in the Series 2002B bond fund and the Series 2002C bond fund. No suite rentals shall be available or used for payment of debt service on the Series 2002B Bonds.

In Fiscal Year 2011, the City issued General Obligation and Special Revenue Refunding Bonds Series 2010 and Series 2011 for \$29,580,000 for the purpose of refinancing \$27,595,000 of the Series 2002B and Series 2002C Bonds.

The following is a schedule, by year, of future amounts to be provided by WKU pursuant to the Memorandum of Agreement for the retirement of general long-term debt of the City, applicable to the issuance of the \$30,115,000 General Obligation and Special Revenue Bonds, Series 2002B, \$1,800,000 General Obligation and Special Revenue Bonds, Series 2002C, and \$29,580,000 General Obligation and Special Revenue Refunding Bonds, Series 2010 and Series 2011 for the WKU Project:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 2,340,000	\$ 644,255	\$ 2,984,255
2021	2,500,000	568,205	3,068,205
2022	2,525,000	480,705	3,005,705
2023	2,415,000	392,330	2,807,330
2024	2,520,000	302,975	2,822,975
2025-2027	5,380,000	315,231	5,695,231
	<u>\$ 17,680,000</u>	<u>\$ 2,703,701</u>	<u>\$ 20,383,701</u>

As of June 30, 2019 the City has recorded a receivable from WKU and unearned revenue of \$17,680,000 in the WKU Athletics Special Revenue Fund applicable to future revenues to be received from WKU related to the above agreement.

Fund Depository and Administration Agreement/WKU Project Financing

On June 1, 2002, the City entered into a Fund Depository and Administration Agreement with the Finance and Administration Cabinet of the Commonwealth of Kentucky (FAC) applicable to the WKU project. The WKU project is and will be the property of the Commonwealth of Kentucky for the benefit of WKU and all contracts for the construction, acquisition and installation of the project are awarded, administered and carried out by the FAC through its Department for Facilities Management and its Office of Financial Management as a State-administered capital construction project.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

Fund Depository and Administration Agreement/WKU Project Financing, Continued

On June 28, 2002 (bond closing date) the City, pursuant to Fund Depository and Administration Agreement, transferred to the State Treasurer the net proceeds of the Series 2002B Bonds (\$28,235,432) and 2002C Bonds (\$1,670,716) for deposit to FAC-administered capital construction accounts. The transfers to the State of Series 2002B and 2002C Bonds net proceeds totaling \$29,906,148 were accounted for as expenditures in the WKU Athletic Special Revenue Fund in Fiscal Year 2002.

In fiscal years subsequent to the transfer of bond net proceeds to the State, the City will not account for construction expenditures of the project and will not include State-administered construction accounts as assets of the City. The WKU project will be property of the Commonwealth of Kentucky for the benefit of WKU.

TIF District

In August 2007, the City approved the establishment of a downtown development area Tax Incremental Financing (TIF) District, which was later amended and expanded in October 2008. With the establishment of the District, the City pledged 80% of new incremental growth in property tax, withholding tax, and net profit fee revenues produced within the boundaries of the district to the Warren County Downtown Economic Development Authority (the Authority), a Chapter 58 agency designated to administer and oversee the project. These incremental revenues are dedicated for debt service payments on various projects within the TIF District. The State also pledged 80% of incremental revenues within the District under the condition that the project reach \$200 million in eligible projects, which was later amended to \$150 million by the State General Assembly in June 2009.

During 2009, the City issued \$25 million in general obligation bonds to fund the construction of a ballpark for a Single A baseball team in Bowling Green located inside the TIF District. The bond proceeds included funding for infrastructure and capitalized interest and were placed into a construction fund account. The construction of the ballpark, including the bidding of the project and all construction oversight, was performed by the Authority. Draws totaling \$23 million for construction were requested through the City from the bond construction account and distributed to the contractor monthly. The other \$2 million was set aside for capitalized interest and cost of issuance.

Title to the ballpark is held by the Authority who sold the ballpark to a Single Purpose Entity that will provide new market tax credits in return for additional borrowings to fund other TIF construction. With the achievement of reaching the \$150 million capital investment threshold, the State has begun distributing 80% of State withholdings, individual, corporate, sales and property taxes generated from within the TIF boundaries to the Authority for further distribution to various block developments for debt service.

Prior Year Defeasance of Debt

In a prior year, the City defeased certain general obligation bonds by placing the proceeds of new bonds in an irrevocable trust to provide for all future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the City's financial statements. At June 30, 2019, \$56,580,000 of bonds outstanding is considered defeased.

Landfill Closure and Postclosure Care Cost

Landfill closure and post-closure costs are accounted for in the Landfill Closure Special Revenue Fund. As of June 30, 2019, the cash, investments and funds receivables from other governments available totaled \$1,361,932.

In Fiscal Year 2005, the Environmental and Environment Cabinet (EEC) announced a program under which the Commonwealth might assume responsibility for many aspects of landfill closure currently funded by local jurisdictions. However, under the provisions of the enabling legislation (HB 174 Kentucky Pride Fund, KRS 224.43-

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

Landfill Closure and Postclosure Care Cost, Continued

505) it appears that jurisdictions may well retain the bulk of costs to maintain landfill sites (e.g. sampling, pumping, transportation and disposal of leachate, erosion control, mowing, etc). Under current assumptions and projections the Landfill Closure Special Revenue Fund is sufficiently capitalized through 2032, beyond which the City will need an alternate source of funds to maintain landfill sites.

The estimate of present value of remaining closure and post-closure care liabilities for all three landfill sites as of June 30, 2019 is \$2,281,150. The actual cost may differ due to inflation, changes in technology or applicable laws and regulations, the extent of any damage to landfill caps caused by weather and erosion, the magnitude of site improvements or corrections required by state inspectors to achieve closure, or other unforeseeable circumstances (e.g. acts of nature).

Glen Lily Road Landfill

The City's Glen Lily Road landfill was closed in 1981. On March 30, 1990, the City and Commonwealth of Kentucky Natural Resources and Environmental Protection Cabinet (the Cabinet) entered into an agreed order stipulating remedial measures to be taken by the City. To finance the Glen Lily Road landfill closure and post-closure costs, the City issued \$2,950,000 Bowling Green Municipal Project Corporation Lease Revenue Bonds, Series 1991, dated April 1, 1991. To date, landfill closure cap construction is complete and the City performs annual monitoring, testing and reporting. In 2010, the City entered into a Memorandum of Agreement with the Kentucky Division of Waste Management and HB174 funds were used for 6.1 acres of improvements at the landfill to decrease the production of leachate. Further, the groundwater monitoring program was deemed compliant and complete.

The City has submitted a closure application for Glen Lily which has not been approved to date, owing to the EEC backlog of active landfill oversight responsibilities. The City continues to monitor and care for the landfill, submit required reports, and assume the City will incur landfill maintenance costs at least through 2034. A two year post-closure care period will follow the date upon which the City receives acceptance of any closure application, if the application is processed in accordance with precedent. A thirty year closure period will commence once the two year post-closure period has been approved. Glen Lily is further categorized as a superfund site.

Butler County Landfill

The City submitted a closure plan for its Butler County landfill in May 1991. The site ceased receiving solid waste in June 1992. The closure plan was approved by the State in 1996. The facility met closure standards for a residential landfill rather than a contained landfill. Drawing upon funds from the Landfill Closure Special Revenue Fund, established from proceeds of the 1991 bond issue, the City added a leachate collection system and a passive methane gas venting system. Construction of the landfill cap was completed in Fiscal Year 1995 and the City received a permit for closure construction in 1996. A quality assurance/quality control report was submitted on November 15, 1996. The original closure permit expired in July 1997, and a new permit extending to 2002 was issued. The City submitted quarterly and annual inspections and reports to the cabinet. In 2004, consultants Kamp, Dresser and McKee were engaged to assist in development of a plan to effect final closure of the landfill. In 2005, the City completed the third year of a three-year closure care period. However, the State has not granted final closure to date. From 2012-2016, the Kentucky Division of Waste Management used HB174 funds to design and construct a leachate consolidation system as well as improve the cap to decrease leachate production rates. Beginning in 2017, the City is working with the HB174 program to design and implement a Phase II of landfill improvements to further decrease leachate production as well as provide for permanent low cost leachate disposal options. The City continues to monitor and care for the landfill, submit required reports, and dispose of the leachate generated. It is assumed that the City will incur landfill maintenance costs at least through 2049.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 3. DETAIL NOTES ON ALL FUNDS, Continued

E. Long-term Debt, Continued

Landfill Closure and Postclosure Care Cost, Continued

Old Louisville Road

Landfill closure cap construction is complete and the City performs annual monitoring, testing and reporting. The Greenways Commission is considering a project for some compatible recreational use of the landfill area with which EEC agrees in principle, but for which they will not agree in particular without review of such development plans as Greenways may offer for consideration.

Responding to Cabinet directives, in September 2000, the City awarded a project to install a leachate collection system at the Old Louisville Road landfill. The project cost was \$521,955 and was completed in December 2001. The City anticipated a decision from the Cabinet on the closure application in July 2002. However, the Cabinet has not acted on the application. In 2010, the Cabinet, through HB174, deemed the groundwater monitoring program at the landfill compliant and complete and removed the groundwater monitoring wells at the site. In order to move the closure process forward, the City must restrict the deed for the property that remains with the Kentucky Transportation Cabinet. In 2016, the City delivered a new survey to the Kentucky Transportation Cabinet and a decision to either restrict the deed appropriately or transfer the property to the City is being awaited. The City continues to monitor and care for the landfill, submit required reports, and assume that maintenance costs will be incurred at least through 2051. A two year post-closure and thirty year closure period will follow the date upon which the state should grant closure if the application is processed in accordance with precedent.

Hobson Grove

Hobson Grove is an inactive landfill operated as a municipal solid waste disposal beginning in 1960 and operated through 1974, serving residential and commercial solid waste haulers from Warren County incorporated and unincorporated areas. The site covers approximately 150 acres and is primarily bound by the Barren River to the north, Jennings Creek to the west, the Golf Course at Riverview to the south, and Church Avenue to the east. The western portion of the property is owned by the City of Bowling Green. The east/southeastern portion of the property, owned by Bowling Green Municipal Utilities (BMGU), has been redeveloped with a wastewater treatment facility on top of the historical disposal area. The landfill was an area fill type with only two feet of final cover applied.

When the landfill responsibilities were given over to the staff that is now the Environmental Compliance Division there were no paper records associated with the site and the oral records indicated that the site was a pre-regulatory town dump and was not associated with any permits. A Stage 1 Study was conducted in 2018 by Neel Schaffer Engineering for the Kentucky Division of Waste Management (KYDWM). That report determined that the site was permitted and is a closed pre-RCRA subtitle D site. The requirements for closure mirror those of the Butler County site. Currently the KYDWM has indicated to city staff to take no action regarding the site until further notice from their agency. It is unknown at this time what the City's ongoing liabilities for this site are, if any.

F. Net Position

The Government-wide and business type fund financial statements utilize a net position presentation. Net position is categorized as investment in capital assets (net of related debt), restricted and unrestricted.

The Net Investment in Capital Assets is intended to reflect the portion of net position which are associated with non-liquid, capital assets less outstanding capital asset related debt. The net related debt is the debt less the unspent proceeds and any associated unamortized cost.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 4. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During Fiscal Year 1995, the City established the Employee Health Care Fund (EHCF) (an internal service fund) to account for and finance employee medical costs relating to the City's employee self-insured medical benefit plan. The EHCF provides coverage for up to \$250,000 for each health insurance claim. The City purchases commercial insurance for claims in excess of coverage provided.

In July 1996, the City established the Workers Compensation Fund (WCF) (an internal service fund) to account for and finance its participation in the Kentucky League of Cities Workers' Compensation Trust (The "Trust"), a public entity risk pool currently operating as a common risk management and insurance program for Kentucky cities, municipal boards, agencies and authorities. The City pays an annual premium to the Trust for its workers' compensation, general liability and auto insurance coverages. The Trust Participation Agreement provides that the Trust will be self-sustaining through member premiums. The Trust reinsures through commercial companies at various limits, depending on the type of coverage. The WCF provides coverage of up to \$10,000 for each worker's compensation occurrence.

Beginning Fiscal Year 2012, the City established the Property & Casualty (P&C) Fund to account for and finance participation in the Kentucky League of Cities Insurance Services (KLCIS) General Insurance Trust. The P&C Fund provides payment for premiums for all insurance coverage types except workers' compensation. The fund was also established to make payment on any claim that falls within a City selected per occurrence deductible. KLCIS provides coverage for losses exceeding the chosen deductible level and reinsures through commercial companies at various higher limits. In FY2014, the City selected a \$50,000 deductible for General Liability, a \$1,000 deductible for Buildings and Contents Coverage, and a \$0 deductible for Law Enforcement Liability, Public Officials Liability, and Auto Liability. Additionally, the City has chosen to self-insure a portion of its fleet for collision coverage.

All funds of the City participate in the program and make payments to the EHCF and WCF based on historical cost information of the amounts needed to pay prior and current year claims. WCF claim liabilities are determined based on conservative claim estimates and EHCF liabilities are reported when it is probable that a loss has occurred and the amount of loss can be reasonably estimated. The P&C Fund primarily receives funding from the General Fund annually, but has been subsidized from the WCF in the past.

Changes in the balances of claims liabilities during Fiscal Years 2019 and 2018 follows:

	Health Care	Workers Compensation	Property and Casualty
Liability at June 30, 2017	\$ 528,199	\$ 18,261	\$ 20,838
Claims and changes in estimates FY2018	4,782,376	66,869	168,861
Claims paid FY2018	(5,102,708)	(67,754)	(151,386)
Liability at June 30, 2018	207,867	17,376	38,313
Claims and changes in estimates FY2019	6,008,306	143,403	84,288
Claims paid FY2019	(5,557,555)	(106,804)	(79,501)
Liability at June 30, 2019	<u>\$ 658,618</u>	<u>\$ 53,975</u>	<u>\$ 43,100</u>

NOTE 5. COMMITMENTS AND CONTINGENCIES

A. Litigation

The City of Bowling Green is party to numerous legal proceedings, many of which normally occur in government operations and will not involve any potential liability to the City.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 5. COMMITMENTS AND CONTINGENCIES, Continued

B. Bowling Green Municipal Utilities

Bowling Green Municipal Utilities has erected various street lighting systems for the City, which represents a total unamortized investment by the Utility at June 30, 2019 of \$4,855,460. For rental and maintenance of these systems, the City has agreed to pay Bowling Green Municipal Utilities eleven percent per annum on the total street light investments. The City must pay \$534,101 per year on a recurring basis. One-twelfth of the annual charge is billed to the City monthly along with the charge for electric service. Similar arrangements have been in effect in prior years.

C. Construction Commitments

The City has active construction projects as of June 30, 2019. At year end, the City had the following commitments on construction contracts:

Project	Remaining Commitment
Downtown improvement project	\$ 2,800,647
Police department evidence building construction	1,243,320
Smallhouse road construction project	657,117
Street resurfacing construction project	542,134
Golf course construction project	537,389
Parks construction projects	450,475
Storm drainage improvement projects	304,810
Fire station construction projects	162,507
Sidewalk improvement projects	157,417
Greenway construction projects	35,519
Southwest parkway construction projects	35,133

D. Contingencies

The City participates in numerous State and Federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustments by the grantor agencies; therefore, to the extent that the City complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectability of any related receivable at June 30, 2019 may be impaired. In the opinion of the City, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

On August 1, 2012, the City entered into a sublease agreement to provide a backstop revenue pledge for a mixed-use development. The pledge was designed to cover debt service shortfalls on \$20,500,000 in variable rate taxable industrial building revenue bonds (IRBs) (Series 2012) issued by Warren County for the benefit of a local sub-developer. The project supported by the pledged revenue is located in downtown Bowling Green and consists of over 100,000 square feet of mixed-use development that connects to a parking structure, on College and 8th Streets, adjacent to the Bowling Green Ballpark. In August of 2013, the Board of Commissioners approved an amendment to the City's parking sublease to cover an additional borrowing of \$5,000,000 in variable rate debt in order to complete construction of the development.

The City agreed to sublease parking facilities in the structure connected to the above-referenced project from the sub-developer, who in-turn subleases the parking garage from Warren County. In May 2012, an Agreement on Sharing of Revenues was executed between the City, County, and the Warren County Downtown Economic Development Authority that outlined the revenue streams from the TIF district pledged to cover the IRB debt. The City's parking sublease agreement is the final line of revenue pledged, following: (1) lease revenues from the building, (2) 80% of State TIF revenues from Blocks 4A, 5, 8, and 10 in the TIF District, (3) 80% of TIF revenues generated by the key tenant of the building, and (4) any debt service reserve funds available from the permanent

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 5. COMMITMENTS AND CONTINGENCIES, Continued

D. Contingencies, Continued

financing issue scheduled each December.

In March 2015, the City agreed to assign all State TIF revenues to the County and to adjust City base revenues in specific blocks within the TIF District. In exchange for the adjusted base revenues, the County will provide an annual, renewable lease to fund City debt service shortfalls. The City also agreed to convert the annual, renewable parking sublease to a General Obligation (G.O.) sublease as part of the permanent bond issue that closed in January 2016. Additionally, the agreement with the original sub-developer was terminated in July 2015, and a new sub-developer was selected to complete construction of the four-story mixed use development and act as the leasing agent for the building. The City considers the previous risk of funding debt shortfalls eliminated with the reassignment of the City's share of State TIF revenues to the County, and the County's pledge to reimburse the City for any shortfalls on debt service of the IRB financing. At the end of the bond term (30 years), the County will receive title to the ballpark.

E. Liens and Encumbrances

While the City does have satisfactory title to all owned assets, there may be some liens and encumbrances on such assets for matters other than related to bond issues. Only a complete accurate title search of all properties would disclose such liens and encumbrances.

F. Conduit Debt

The City has issued Industrial Revenue Bonds to provide financial assistance to private sector and nonprofit entities for the acquisition and construction of industrial and commercial facilities deemed to be in public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private sector or nonprofit entity served by the bond issue. The City is not obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements.

The City has also issued special assessment bonds to finance various residential improvement projects. The bonds are repaid from amounts levied against the property owners benefited by the improvements. Neither the faith and credit nor the general taxing power of the City has been pledged to the payment of the bonds and the City has no obligation for the payment of the bonds in the case of default. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements.

As of June 30, 2019, there is one industrial revenue bond series and six series of special assessment bonds outstanding with an aggregate principal balance of \$40,000,000 and \$1,009,000, respectively.

G. Lease Commitments

The Golf program in the General Fund leases approximately 53 acres of real estate from the Bowling Green-Warren County Airport Board. This lease provides for future minimum lease payments as follows:

Year Ending June 30,	
2020	\$ 6,328
2021	6,328
2022	6,328
	<u>\$ 18,984</u>

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 6. THE SINGLE AUDIT ACT

The U.S. Office of Management and Budget's Uniform Administrative Requirements (2 CFR 200.501), Cost Principles, and Audit Requirements for Federal Awards, which replaced Circular No. A133 for *Audits of States, Local Governments and Non-Profit Organizations*, requires non-federal entities that expend \$750,000 or more a year in federal awards to have an audit performed in accordance with the provisions of the guidance. The Single Audit report is issued in the Comprehensive Annual Financial Report after the Statistical Section beginning on page 172.

NOTE 7. DEFINED BENEFIT PENSION PLANS

A. The Police and Firefighters' Retirement Fund (PFRF)

Plan description. The PFRF is a single-employer defined benefit pension plan administered by a Board of Trustees consisting of the Mayor, City Chief Financial Officer, and two retirees from the Police and Fire Departments. PFRF was established to provide retirement and disability benefits for retiring, disabled, or deceased personnel and their surviving spouse. Benefits are determined by Kentucky Revised Statutes Sections 95.851 to 95.884. On August 1, 1988 the plan was closed to new entrants and current active duty police and firemen of the City were given the choice of remaining in this plan or transferring into the County Employees Retirement System (CERS). The PFRF issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained from the City's Chief Financial Officer, Bowling Green, Kentucky.

Plan membership. As of June 30, 2019, the plan consisted of the following:

Active employees	0
Retirees and disabled participants	13
Widow participants	19
Terminated vested employees	0

Benefits provided. The fund was established to provide retirement and disability benefits for retiring, disabled, or deceased personnel and their surviving spouses. Benefits are determined by Kentucky Revised Statutes Sections 95.851 to 95.884. Members were eligible to retire after age fifty, provided that at least twenty years of service had been completed, and compulsory retirement was required at age fifty-seven. (There are no longer any active employees.) Retirement income is figured at two and one-half percent of the highest average salary for any three consecutive years of service times the years of service, up to and including thirty years. The maximum benefit is seventy-five percent of the participant's average salary. Rights in a retirement annuity are vested upon completion of twenty years of service. Upon termination prior to vesting, a member was eligible to receive a refund of accumulated contributions without interest.

At the time of active employee participation, two types of disability coverage were provided. If a member became disabled due to occupation-related causes, he/she commenced receipt of an annuity equal to seventy percent of the final rate of pay. A member rendered disabled through other than occupation-related causes became entitled to an annuity based on his/her average salary and years of service, subject to a maximum payment of fifty percent of his/her average salary.

Widows/widowers of members retired under occupational disability are entitled to income equal to fifty percent of the member's last rate of pay regardless of the length of service, and an additional twenty-five percent for each minor child, with a combined maximum of seventy-five percent of the member's final salary. If no widow/widower survives or if she/he remarries the following percentages of a member's final average salary will be paid: one minor child- fifty percent; two minor children- sixty-five percent; and three or more minor children- seventy-five percent. A minor child is a child under the age of eighteen or twenty-three if a full-time student.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

A. The Police and Firefighters' Retirement Fund (PFRF), Continued

Widows/widowers of retired members not under occupational disability are entitled to payments of one and one-half percent of the member's average salary times the member's years of service, with a maximum of fifty percent and subject to the following provisions: the widow/widower and the member had been married for at least one year prior to retirement; payments are deferred until the widow/widower reaches the age of forty-five unless she/he becomes disabled or has minor children in her/his care; the payments cease if the widow/widower remarries; and the payments are increased by fifty percent for the first minor child and twenty-five percent for each additional child, with a maximum of seventy-five percent of the member's average salary.

There are currently three participants receiving retirement annuities, ten participants receiving disability annuities, and nineteen participants receiving widows' annuities.

Contributions. The Retirement Fund's funding policy provided for employee contributions of eight percent of their annual salary. A member reserve was established for member contributions and earnings allocations. As there are no longer any active members, members made no contribution for the year ended June 30, 2019.

The City of Bowling Green (City) only contributes amounts required to fund current service costs and interest on unfunded past service costs as determined by actuarial valuations in compliance with Kentucky Revised Statutes. The City is not required to make an annual contribution. For Fiscal Year 2018/2019, the City made no contribution. For Fiscal Year 2018/2019, the Board of Trustees approved a cost-of-living adjustment (COLA) of 1.0%. The City's General Fund covers the administrative costs of the Plan, approximately \$20,000 per year. There are no assets legally reserved for purposes other than the payment of Plan member benefits.

In future years, cost of living increases will be considered based upon the Plan's Funding Policy, which was adopted on September 7, 2016. The Policy states that when the funded ratio is maintained at 95% or above, as measured by the 0% cost of living actuarial calculation, the Board of Trustees will consider a cost of living adjustment. .

Net Pension Liability

The City's net pension liability (asset) was measured as of July 1, 2019, and the total pension liability used to calculate net pension liability (asset) was determined by an actuarial valuation as of that date.

Actuarial assumptions. The total pension liability as of July 1, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial cost method	Entry age normal
Asset valuation method	Fair market value adjusted for accruals
Inflation	None
COLAs	Average of the cost-of-living adjustments made over the prior 5 years, rounded to the nearest 1.0%. For July 1, 2019 valuation, this result is 1.0% per annum.
Investment rate of return	6.0% per annum
Mortality	IRS generational mortality tables for males and females with improvements under projection scale AA

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

A. The Police and Firefighters' Retirement Fund (PFRF), Continued

Net Pension Liability, Continued

The long-term expected rate of return on plan assets was determined using a method in which best-estimate ranges of expected future real rates of return (expected return, net of investment expense and inflation) were developed by the investment consultant for each major asset class. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Long Term Expected Real Rate of Return</u>
Inflation (CPI)	N/A
US equity	3.94%
Non-US equity	5.05%
Fixed income	0.74%
Cash	(0.27)%

Discount rate. The discount rate used to measure the total pension liability was 6.0 percent.

Sensitivity of the net pension liability (asset) to changes in the discount rate. The following presents the net pension liability (asset) of the City calculated using the discount rate of 6.0 percent, as well as the net pension liability (asset) if calculated using a discount rate that is 1-percentage-point lower (5.0 percent) or 1-percentage-point higher (7.0 percent) than the current rate:

	<u>1% Decrease (5.0%)</u>	<u>Current Discount Rate (6.0%)</u>	<u>1% Increase (7.0%)</u>
<i>City of Bowling Green's net pension liability (asset)</i>	\$ 142,993	\$ (276,670)	\$ (649,435)

Pension Expense (Income) and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

Pension income. For the year ended June 30, 2019, the City recognized pension income of \$319,448.

Deferred outflows of resources and deferred inflows of resources. For the year ended June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ -	\$ (169,142)
Change of assumptions	-	-
Experience losses (gains)	-	-
Total	<u>\$ -</u>	<u>\$ (169,142)</u>

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

A. The Police and Firefighters' Retirement Fund (PFRF), Continued

Pension Expense (Income) and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions, Continued

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30th:		
2020	\$	(63,775)
2021		(76,704)
2022		(32,259)
2023		3,596
2024		-
	\$	<u>(169,142)</u>

In the table shown above, positive amounts will increase pension expense while negative amounts will decrease pension expense.

B. The County Employees Retirement System (CERS)

General Information about the Pension Plan

Plan description. Employees of the City of Bowling Green are provided a defined benefit pension plan through the CERS, a cost-sharing multiple-employer defined pension plan administered by the Kentucky Revised Statutes (KRS). The CERS pension plan has two categories: Non-Hazardous for general employees and Hazardous for sworn police and fire employees. The KRS was created by State statute under Kentucky Revised Statute Section 61.645. The KRS Board of Trustees is responsible for the proper operation and administration of the KRS. The KRS issues a publicly available financial report that can be obtained by writing to Kentucky Retirement System, Perimeter Park West, 1260 Louisville Road, Frankfort, Kentucky 40601, or by telephone at (502) 564-4646.

Benefits provided. Kentucky Revised Statute Section 61.645 establishes the benefit terms and can be amended only by the Kentucky General Assembly. The chief legislative body may adopt the benefit terms permitted by statute, there are currently three benefit Tiers. Tier 1 members are those participating in the plan before 9/1/2008, Tier 2 are those that began participation 9/1/2008 through 12/31/2013, and Tier 3 are those members that began participation on or after 1/1/2014.

Benefits provided – Non-Hazardous. Tier 1 Non-Hazardous members are eligible to retire with an unreduced benefit at age 65 with four years of service credit or after 27 years of service credit regardless of age. Benefits are determined by a formula using the member's highest five consecutive year average compensation, which must contain at least 48 months. Reduced benefits for early retirement are available at age 55 and vested or 25 years of service credit. Members vest with five years of service credit. Service related disability benefits are provided after five years of service. Tier 2 Non-Hazardous members are eligible to retire based on the rule of 87: the member must be at least age 57 and age + earned service must equal 87 years at retirement or at age 65 with five years of service credit. Benefits are determined by a formula using the member's highest five consecutive year average compensation, which must be 60 months. Reduced benefits for early retirement are available at age 60 with 10 years of service. Tier 3 Non-Hazardous members are also eligible to retire based on the rule of 87. Benefits are determined by a life annuity calculated in accordance with actuarial assumptions and methods adopted by the KRS Board based on a members accumulated account balance. Tier 3 members are not eligible for reduced retirement benefits.

Benefits provided – Hazardous. Tier 1 Hazardous members are eligible to retire with an unreduced benefit at age 55 with five years of service credit or after 20 years of service credit regardless of age. Benefits are determined by a formula using the member's highest three consecutive year average compensation, which must have at least 24

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

B. The County Employees Retirement System (CERS), Continued

General Information about the Pension Plan, Continued

months. Reduced benefits for early retirement are available at age 50 with 15 years of service credit. Tier 2 Hazardous members are eligible to retire at any age with 25 years of service or at age 60 with 5 years of service credit. Benefits are determined by a formula using the member's highest three consecutive year average compensation, which must be 36 months. Reduced benefits for early retirement are available at age 50 with 15 years of service. Tier 3 Hazardous members are also eligible to retire at any age with 25 years of service or at age 60 with 5 years of service. Tier 3 members are not eligible for reduced retirement benefits.

Prior to July 1, 2009, cost-of-living adjustments (COLA) were provided annually equal to the percentage increase in the annual average of the consumer price index for all urban consumers for the most recent calendar year, not to exceed 5% in any plan year. Effective July 1, 2009, and on July 1 of each year thereafter, the COLA is limited to 1.5% provided the recipient has been receiving a benefit for at least 12 months prior to the effective date of the COLA. If the recipient has been receiving a benefit for less than 12 months prior to the effective date of the COLA, the increase shall be reduced on a pro-rata basis for each month the recipient has not been receiving benefits in the 12 months preceding the effective date of the COLA. The Kentucky General Assembly reserves the right to suspend or reduce cost-of-living adjustments if, in its judgment, the welfare of the Commonwealth so demands. No COLA has been granted since July 1, 2011.

Contributions. Contributions for employees are established in the statutes governing the KRS and may only be changed by the Kentucky General Assembly. Non-Hazardous employees contribute 5% and Hazardous employees contribute 8% of salary if they were plan members prior to September 1, 2008. Non-Hazardous and Hazardous employees that entered the plan after September 1, 2008, are required to contribute 6% and 9%, respectively, of their annual creditable compensation. The additional 1% is deposited to an account created for the payment of health insurance benefits under 26 USC Section 401(h) in the Pension Fund (see Kentucky Administrative Regulation 105 KAR 1:420E). The City makes employer contributions at the rate set by the Board of Trustees as determined by an actuarial valuation. For the year ended June 30, 2019, total employer contributions for the City were \$7,393,396 based on a rate of 21.48% for Non-Hazardous and 35.33% for Hazardous members through covered payroll. The contribution rate of 21.48% for Non-Hazardous is comprised of amounts for pension and insurance benefits, 16.22% or \$1,750,389 was dedicated to pensions and 5.26% or \$567,636 was allocated to insurance. The total contribution rate of 35.33% for Hazardous consists of 24.86% or \$3,571,291 toward pension benefits and 10.47% or \$1,504,080 for insurance benefits. The total City contribution in FY2019 for the pension benefits portion was \$5,321,680.

By law, employer contributions are required to be paid. The employer's actuarially determined contribution (ADC) and member contributions are expected to finance the costs of benefits earned by members during the year, the cost of administration, as well as an amortized portion of any unfunded liability.

Net Pension Liability

The City's net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate net pension liability was determined by an actuarial valuation as of that date.

Actuarial assumptions. The total pension liability as of June 30, 2019 is based on an actuarial valuation date of June 30, 2017 and was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30 percent
Salary increases	3.05 percent
Investment rate of return	6.25 percent

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

B. The County Employees Retirement System (CERS), Continued

Net Pension Liability, Continued

During the 2018 legislative session, House Bill 185 was enacted, which updated the benefit provisions for active members who die in the line of duty. Benefits paid to the spouses of deceased members have been increased from 25% of the member's final rate of pay to 75% of the member's average pay. If the member does not have a surviving spouse, benefits paid to surviving dependent children have been increased from 10% of the member's final pay rate to 50% of average pay for one child, 65% of average pay for two children, or 75% of average pay for three children. The Total Pension Liability as of June 30, 2018 is determined using these updated benefit provisions.

The rates of mortality used for active members is RP-2000 Combined Mortality Table projected with Scale BB to 2013 (multiplied 50% for males and 30% for females). For healthy retired members and beneficiaries, the mortality tables used is the RP-2000 Combined Mortality Table projected with Scale BB to 2013 (set back 1 year for females). For disabled members, the RP-2000 Combined Disabled Mortality Table projected with Scale BB to 2013 (set back 4 years for males) is used for the period after disability retirement.

The long-term expected rate of return was determined by using a building-block method in which best-estimate ranges of expected future real rate of returns are developed for each asset class. The ranges are combined by weighting the expected future real rate of return by the target asset allocation percentage. The target allocation and best estimates of arithmetic real rate of return for each major asset class are summarized in the table below.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long Term Expected Real Rate of Return</u>
U.S. equity	17.50%	
U.S. large cap	5.00%	4.50%
U.S. mid ap	6.00%	4.50%
U.S. small cap	6.50%	5.50%
Non U.S. equity	17.50%	
International developed	12.50%	6.50%
Emerging markets	5.00%	7.25%
Global bonds	4.00%	3.00%
Fixed Credit	24.00%	
High yield	7.00%	5.50%
Global IG credit	2.00%	3.75%
Emerging market debt	5.00%	6.00%
Illiquid equity	10.00%	8.50%
Real estate	5.00%	9.00%
Absolute return	10.00%	5.00%
Real return	10.00%	7.00%
Private equity	10.00%	6.50%
Cash	2.00%	1.50%
		<u>6.09%</u>

Discount rate. The projection of cash flows used to determine the discount rate of 6.25% for CERS Non-hazardous and CERS Hazardous assumed the local employers would contribute the actuarially determined contribution rate of projected compensation over the remaining 25 years (closed) amortization period of the unfunded actuarial accrued liability. The discount rate determination does not use a municipal bond rate. The target asset allocation and best estimates of arithmetic nominal rates of return for each major asset class are summarized in the KRS financial report.

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

B. The County Employees Retirement System (CERS), Continued

Net Pension Liability, Continued

Sensitivity of the net pension liability (asset) to changes in the discount rate. The following presents the net pension liability (asset) of the City calculated using the discount rate of 6.25 percent, as well as the net pension liability (asset) if calculated using a discount rate that is 1-percentage-point lower (5.25 percent) or 1-percentage-point higher (7.25 percent) than the current rate:

	<u>1% Decrease (5.25%)</u>	<u>Current Discount Rate (6.25%)</u>	<u>1% Increase (7.25%)</u>
<i>City of Bowling Green's net pension liability</i>			
Hazardous	\$ 74,875,306	\$ 59,759,953	\$ 47,264,279
Nonhazardous	31,608,157	25,107,830	19,661,694
Total	<u>\$ 106,483,463</u>	<u>\$ 84,867,783</u>	<u>\$ 66,925,973</u>

Pension Expense (Income) and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

Pension expense. For the year ended June 30, 2019, the City recognized pension expense of \$14,593,555.

Deferred outflows of resources and deferred inflows of resources. For the year ended June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the sources on the following table:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ -	\$ (975,121)
Net difference between expected and actual experience	5,574,830	(367,526)
Changes in proportion and differences between employer contributions and proportionate share of contributions	859,862	(1,413,289)
Change of assumptions	8,815,009	-
Contributions subsequent to the measurement date of June 30, 2018	5,321,680	-
Total	<u>\$ 20,571,381</u>	<u>\$ (2,755,936)</u>

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 7. DEFINED BENEFIT PENSION PLANS, Continued

B. The County Employees Retirement System (CERS), Continued

Pension Expense (Income) and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions, Continued

The amount shown above for "Contributions subsequent to the measurement date of June 30, 2018, will be recognized as a reduction (increase) to net pension liability (asset) in the following measurement period.

Amounts reported as deferred inflows and outflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30th:	
2018	\$ 9,447,770
2019	4,226,885
2020	(776,272)
2021	(404,618)
2024	-
	<u>\$ 12,493,765</u>

In the table shown above, positive amounts will increase pension expense while negative amounts will decrease pension expense.

NOTE 8. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

General Information about the OPEB Plan

Plan description. Employees of the City are provided hospital and medical insurance through the Kentucky Retirement Systems' Insurance Fund (Insurance Fund), a cost-sharing multiple-employer defined benefit OPEB plan. The KRS was created by State statute under Kentucky Revised Statute Section 61.645. The KRS Board of Trustees is responsible for the proper operation and administration of the KRS. The KRS issues a publicly available financial report that can be obtained by writing to Kentucky Retirement System, Perimeter Park West, 1260 Louisville Road, Frankfort, Kentucky 40601, or by telephone at (502) 564-4646.

Benefits provided. The Insurance Fund pays a prescribed contribution for whole or partial payment of required premiums to purchase hospital and medical insurance. The Insurance Fund pays the same proportion of hospital and medical insurance premiums for the spouse and dependents of retired hazardous members killed in the line of duty. As a result of House Bill 290 (2004 Kentucky General Assembly), medical insurance benefits are calculated differently for members who began participating on, or after, July 1, 2003. Once members reach a minimum vesting period of 10 years, non-hazardous employees whose participation began on, or after, July 1, 2003, earn \$10 per month for insurance benefits at retirement for every year of earned service without regard to a maximum dollar amount. Hazardous employees whose participation began on, or after, July 1, 2003 earn \$15 per month for insurance benefits at retirement for every year of earned service without regard to a maximum dollar amount. Upon death of a hazardous employee, the employee's spouse receives \$10 per month for insurance benefits for each year of the deceased employee's earned hazardous service. This dollar amount is subject to adjustment annually, which is currently 1.5%, based upon Kentucky Revised Statutes. The Kentucky General Assembly reserves the right to suspend or reduce this benefit if, in its judgment, the welfare of the Commonwealth so demands.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 8. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

General Information about the OPEB Plan, Continued

Contributions. Contribution requirements of the participating employers are established and may be amended by the KRS Board of Trustees. The City's contractually required contribution rate for the year ended June 30, 2019 was 8.80% of covered payroll. Contributions to the Insurance Fund from the City were \$2,071,716 for the year ended June 30, 2019. Employees that entered the plan prior to September 1, 2008 are not required to contribute to the Insurance Fund. Employees that entered the plan after September 1, 2008 are required to contribute 1% of their annual creditable compensation which is deposited to an account created for the payment of health insurance benefits under 26 USC Section 401(h) in the Pension Fund (see Kentucky Administrative Regulation 105 KAR 1:420E).

The City's proportion of the collective net OPEB liability and OPEB expense was determined using the employers' actual contributions for Fiscal Year 2018. This method is expected to be reflective of the employers' long-term contribution effort. At June 30, 2018, the City's proportion was 0.4123% of the Non-hazardous plan and 2.4711% of the Hazardous plan.

Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date.

Actuarial assumptions. The total OPEB liability as of June 30, 2019 is based on an actuarial valuation dated June 30, 2017 and was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.30 percent
Payroll growth rate	2.00 percent
Salary increases	3.05 percent, average
Investment rate of return	6.25 percent
Healthcare cost trend rates (Pre-65)	Initial trend starting at 7.00% at January 1, 2020, and gradually decreasing to ultimate trend rate of 4.05% over a period of 12 years.
Healthcare cost trend rates (Post-65)	Initial trend starting at 5.00% at January 1, 2020, and gradually decreasing to an ultimate trend rate of 4.05% over a period of 10 years.

During the 2018 legislative session, House Bill 185 was enacted, which updated the benefit provisions for active members who die in the line of duty. The system shall now pay 100% of the insurance premium for spouses and children of all active members who die in the line of duty. The total OPEB liability as of June 30, 2019, is determined using these updated benefit provisions.

The mortality table used for active members is RP-2000 Combined Mortality Table projected with Scale BB to 2013 (multiplied by 50% for males and 30% for females). For healthy retired members and beneficiaries, the mortality table used is the RP-2000 Combined Mortality Table projected with Scale BB to 2013 (set-back for one year for females). For disabled members, the RP-2000 Combined Disabled Mortality Table projected with Scale BB to 2013 (set-back four years for males) is used for the period after disability retirement.

The long-term expected rate of return was determined by using a building-block method in which best-estimate ranges of expected future real rate of returns are developed for each asset class. The ranges are combined by weighting the expected future real rate of return by the target asset allocation percentage. The target allocation and best estimates of arithmetic real rate of return for each major asset class summarized in the table below.

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 8. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

Net OPEB Liability, Continued

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
U.S. equity	17.50%	
U.S. large cap	5.00%	4.50%
U.S. mid cap	6.00%	4.50%
U.S. small cap	6.50%	5.50%
Non U.S. equity	17.50%	
International developed	12.50%	6.50%
Emerging markets	5.00%	7.25%
Global bonds	4.00%	3.00%
Credit Fixed	24.00%	
Global IG credit	2.00%	3.75%
High yield	7.00%	5.50%
Emerging market credit	5.00%	6.00%
Illiquid private	10.00%	8.50%
Private equity	10.00%	6.50%
Real estate	5.00%	9.00%
Absolute return	10.00%	5.00%
Real return	10.00%	7.00%
Cash	2.00%	1.50%
Total		6.09%

Discount rate. The discount rate used to measure the total OPEB liability was 5.85% for Non-hazardous and 5.97% for Hazardous employees. The discount rate is based on the expected rate of return on OPEB plan investments of 6.25% and a municipal bond rate of 3.62%, as reported in Fidelity Index's "20-Year Municipal GO AA Index" as of June 30, 2018. Future contributions are projected in accordance with the Board's current funding policy, which includes the requirement that each participating employer in the System contribute the actuarially determined contribution rate, which is determined using a closed funding period (25 years as of June 30, 2018).

However, the cost associated with the implicit employer subsidy was not included in the calculation of the System's actuarial determined contributions, and any cost associated with the implicit subsidy will not be paid out of the System's trusts. Therefore, the municipal bond rate was applied to future expected benefit payments associated with the implicit subsidy. The target asset allocation and best estimates of arithmetic nominal rates of return for each major asset class are summarized in the CAFR.

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 8. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

Changes in the Net OPEB Liability

Sensitivity of the City's proportionate share of the collective net OPEB liability to changes in the discount rate. The following presents the City's proportionate share of the collective net OPEB liability as well as what the City's proportionate share of the collective net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.85%) or 1-percentage-point higher (6.85%) than the current discount rate:

	1% Decrease (4.85%)	Discount Rate (5.85%)	1% Increase (6.85%)
<i>City of Bowling Green's net OPEB liability</i>			
<i>Non-hazardous</i>	\$ 9,506,841	\$ 7,319,488	\$ 5,456,262
	1% Decrease (4.97%)	Discount Rate (5.97%)	1% Increase (6.97%)
<i>City of Bowling Green's net OPEB liability</i>			
<i>Hazardous</i>	\$ 24,490,221	\$ 17,618,240	\$ 12,117,039

Sensitivity of the City's proportionate share of the collective net OPEB liability to changes in the healthcare cost trend rates. The following presents the City's proportionate share of the collective net OPEB liability, as well as what the City's proportionate share of the collective net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current health care cost trend rates:

	1% Decrease	Current Healthcare Cost Trend Rates	1% Increase
<i>City of Bowling Green's net OPEB liability</i>			
Non-hazardous	\$ 5,449,431	\$ 7,319,488	\$ 9,523,746
Hazardous	11,998,791	17,618,240	24,578,061
Total	<u>\$ 17,448,222</u>	<u>\$ 24,937,728</u>	<u>\$ 34,101,807</u>

OPEB plan fiduciary net position. Detailed information about the OPEB plan's fiduciary net position is available in the separately issued KRS financial report.

City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019

NOTE 8. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB), Continued

OPEB Expense (Income) and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2019, the City recognized OPEB expense of \$4,179,163. At June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Net differences between expected and actual experience	\$ -	\$ (2,821,882)
Changes of assumptions	6,868,362	(65,103)
Net difference between projected and actual earnings on OPEB plan investments	-	(2,179,097)
Changes in proportion and difference between employer contributions and proportionate share of contributions	-	(609,730)
Contributions subsequent to the measurement date of June 30, 2018	2,119,645	-
Total	<u>\$ 8,988,007</u>	<u>\$ (5,675,812)</u>

The amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB are recognized in OPEB expenses as follows:

Year ended June 30th:	
2019	\$ 924,355
2020	924,355
2021	(48,052)
2022	(461,231)
2023	(91,435)
Thereafter	(55,442)
	<u>\$ 1,192,550</u>

NOTE 9. DEFINED CONTRIBUTION PLANS

On December 5, 1995, the City's Board of Commissioner's adopted Municipal Order No. 95-268 extending participation in ICMA Retirement Corporation's Section 457 deferred compensation plan to all eligible City employees as a voluntary retirement supplement. The ICMA plan provides for retirement, disability and death benefits based upon the total value of each participant's contributions plus accrued investment returns. The ICMA plan offers a 457 option, 457 Roth option, and a 401(k) option.

Investments are managed by ICMA Retirement Corporation, plan administrator, with various investment options. The choice of the investment option(s) is made by the participants. Participating employees can contribute to the Plan based on either a percentage of compensation or a fixed dollar amount per pay period. The limits for the 457 plan are up to \$19,000 per year for regular contributions and \$6,000 for catch-up contributions. The limits for the Roth plan are up to \$6,000 per year for regular contributions and \$1,000 for catch-up contributions. During the fiscal year ended June 30, 2019, employee contributions for both plans totaled \$317,038.

On December 5, 1995, the City's Board of Commissioner's also adopted Municipal Order No. 95-269 authorizing participation in the Kentucky Public Employees 401(k) Deferred Compensation Plan. During the year ended June 30, 2009, the City also began offering a Roth 401(k) option. The Plans are administered by the Kentucky Public

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 9. DEFINED CONTRIBUTION PLANS, Continued

Employees Deferred Compensation Authority and are offered to all eligible City employees as a voluntary retirement supplement. The Kentucky Deferred Compensation plan offers a 401(k) option, 401(k) Roth IRA option, and a 457 option.

Participating employees can defer a maximum of \$19,000 for regular contributions and \$6,000 for catch-up contributions for the 401(k) plan. The Roth plan has a maximum of \$6,000 for regular contributions and \$1,000 dollars for the catchup contributions. Benefits are available upon termination of employment, retirement, death or for hardship withdrawal. Employee contributions for both plans totaled \$252,305 for the fiscal year ended June 30, 2019.

NOTE 10. TAX ABATEMENTS

As of June 30, 2019, the City provides tax abatement through five programs: Job Development Incentive Program, Property Tax Annexation Program, TIF Occupational Tax Program, Historical Moratorium Property Tax Program, and Payments-in-Lieu-of-Taxes (PILOT) Program.

Job Development Incentive Program (JDIP) provides a credit of 1% of employee withholding fees from gross wages generated from new and/or expanded businesses for a period of 10 years. The credit is offered to businesses engaged in one or more of the following activities: manufacturing, agribusiness, regional and national headquarters (regardless of the underlying business activity), or nonretail service or technology activities. To qualify for the incentive, a business must create at least 10 new, full-time jobs for Kentucky residents, incur eligible costs of at least \$100,000, pay minimum wages defined by county, and provide minimum employee benefits. The abatement is equal to 1% of employee withholding fees and is reported on a monthly basis. Abated taxes of participating companies can be recaptured for a number reasons, including: failure to report or pay employee tax withholdings; failure to satisfy projected schedule of withholdings; failure to pay any tax, license fee, penalty or other charge or obligation to the City; failure to comply with any terms or conditions per Chapter 18 of City Code of Ordinances and/or incentive program agreement; material misrepresentation of any statement or fact on incentive application; abandoning or closing of business for a period of thirty (30) days; or default declared by the State Economic Development Cabinet on Kentucky Business Incentive (KBI) agreement.

Property Tax Annexation Program provides a rebate of City property taxes paid on annexed property for a period not to exceed five years to aid in covering development costs. The rebate period shall begin no later than 10 years from the date of annexation. To be eligible for the property tax abatement program, the proposed property to be annexed must be: adjacent or contiguous to the City limits and is urban in character and suitable for development for urban purposes without unreasonable delay; adjacent to City limits, particularly in areas likely to result in job creation; and in nine specific target areas to the current City limits or close to such area(s). Abated taxes may be recaptured if a participating company: fails to comply with City ordinances, rules, or regulations, or any terms of the Economic Development Annexation Incentive Agreement; or abandons or closes any businesses constructed on the property being annexed for a period of thirty (30) consecutive days.

TIF Occupational Tax Program abates 80% of the incremental occupational revenues generated by the approved entity. The Warren County Downtown Economic Development Authority, Inc. oversees this program and determines eligibility and approves abatements. The abatements consist of the paid occupational revenues being returned to the appropriate authority after calculations are finalized. The calculation is determined by comparing current year revenues to a set base amount, 80% of the incremental revenue is then distributed to the appropriate occupational taxpayer. This program does not contain a provision to recapture abated taxes.

Historical Moratorium Property Tax Program provides abatement of City property taxes for a period of five years. To be eligible, the following conditions must be met by the property: located in historic district, residential or commercial building at least 50 years old within City limits, project must be completed within two years, and moratorium must be filed 30 days prior to project start. The abatement amount is calculated as the difference of frozen City assessment values at project start to the current assessment of the property. Abatements are completed prior to the initiation of rehabilitation work on the property. After rehab is complete, City and County Planning Commission staff conduct an inspection and issue the Moratorium Certificate to the City of Bowling Green. The assessment is then frozen for five years. This program does not contain a provision to recapture

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 10. TAX ABATEMENTS, Continued

abated taxes.

Payments-in-Lieu-of-Taxes (PILOT) Program abates City property taxes for an agreed upon period of time. Eligible participants must be located within the geographic boundaries of the City, County, and school district(s) and the investment by the participant must generate new employment in the area. The abatement is in the form of a suspension of payment (or portion thereof) for a specified period of time, which is tied to Industrial Revenue Bond (IRB) issuance not to exceed the IRB payment period. The abated amount is equal to the annually assessed fair cash value of the project as determined by the Warren County Property Valuation Administrator (PVA). The land is held by Warren County as part of the IRB issuance and is thereby removed from the City tax roll, but still assessed for partial payments. Abated taxes may be recaptured on a sliding scale if agreed upon job creation and capital investment thresholds are not met at a certain percentage.

A ten year summary of tax abatements is presented below:

Fiscal Year	JDIP withholdings	Annexed property taxes	TIF occupationals	Moratoriums	Payments-in- lieu-of-taxes (PILOT)	Amount of Taxes Abated
2010	\$ 1,116,740	\$ -	\$ -	\$ 11,442	\$ 132,291	\$ 1,260,473
2011	1,181,115	-	-	1,293	132,291	1,314,699
2012	1,317,654	-	-	1,387	115,360	1,434,401
2013	1,236,267	-	-	820	69,010	1,306,097
2014	1,325,519	-	13,466	820	69,010	1,408,815
2015	1,620,628	-	14,375	6,982	69,010	1,710,995
2016	1,591,215	-	45,038	7,775	82,246	1,726,274
2017	1,685,886	-	156,496	7,775	147,651	1,997,808
2018	2,196,373	216	148,483	10,917	152,074	2,508,063
2019	2,369,345	215	180,956	13,377	178,243	2,742,136
Total	<u>\$ 15,640,742</u>	<u>\$ 431</u>	<u>\$ 558,814</u>	<u>\$ 62,588</u>	<u>\$ 1,147,186</u>	<u>\$ 17,409,761</u>

NOTE 11. SUBSEQUENT EVENTS

The City has requested financing proposals to fund the purchase of an Aerial Apparatus and an Engine Apparatus for the Fire Department in the amount of \$1,531,518. A rate quote has been accepted and the closing of the financing is scheduled for October 2019.

NOTE 12. IMPLEMENTATION OF GASB 88

In April 2018, the GASB issued Statement No. 88, Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements. The provisions of this Statement are effective for fiscal years beginning after June 15, 2018. This Statement defines debt for purposes of disclosure in notes to financial statements as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established.

This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. For notes to financial statements related to debt, this Statement also requires that existing and additional information be provided for direct borrowings and direct placements of debt separately from other debt. The additional note disclosures for this Statement are found on page 53.

**City of Bowling Green, Kentucky
Notes to the Financial Statements
For the Year Ended June 30, 2019**

NOTE 13. RECENT PRONOUNCEMENTS

In January 2017, the GASB issued Statement No. 84, Fiduciary Activities. The provisions of this Statement are effective for fiscal years beginning after December 15, 2018. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity, and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. Governments with activities meeting the criteria should present a statement of fiduciary net position and a statement of changes in fiduciary net position.

This Statement describes four fiduciary funds that should be reported, if applicable: (1) pension (and other employee benefit) trust funds, (2) investment trust funds, (3) private-purpose trust funds, and (4) custodial funds. Custodial funds generally should report fiduciary activities that are not held in a trust or equivalent arrangement that meets specific criteria. This Statement also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources.

In June 2017, the GASB issued Statement No. 87, Leases. The provisions of this Statement are effective for fiscal years beginning after December 15, 2019. This Statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

In June 2018, the GASB issued Statement No. 89, Accounting for Interest Cost Incurred Before the End of a Construction Period. The provisions of this Statement are effective for fiscal years beginning after December 15, 2019. This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5–22 of Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in historical cost of a capital asset reported in a business-type activity or enterprise fund.

This Statement also reiterates that in financial statements prepared using the current financial resources measurement focus, interest cost incurred before the end of a construction period should be recognized as an expenditure on a basis consistent with governmental fund accounting principles.

The City is evaluating the impact that will result from adopting the above GASB statements and is currently unable to disclose the impact of the adoption of these standards upon the financial position and results of operations.

REQUIRED SUPPLEMENTARY INFORMATION
(Other than Management's Discussion and Analysis)

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
General Fund
Year Ended June 30, 2019**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Taxes				
Real estate	\$ 9,400,000	\$ 9,400,000	\$ 9,967,334	\$ 567,334
Personal property	1,866,000	1,866,000	1,739,047	(126,953)
Insurance premium	1,880,000	1,880,000	2,151,049	271,049
Motor vehicle and boat	1,000,000	1,000,000	1,180,790	180,790
Payment in lieu of taxes	160,000	160,000	150,136	(9,864)
Franchise	1,055,000	1,055,000	1,087,986	32,986
Other taxes	16,000	16,000	16,151	151
Penalties and Interest	80,000	80,000	91,822	11,822
Total taxes	15,457,000	15,457,000	16,384,315	927,315
Licenses and permits				
Occupational:				
Employees' withholding	42,125,000	42,125,000	41,765,681	(359,319)
Net profits	10,935,000	10,935,000	8,176,009	(2,758,991)
Other fees	325,000	325,000	336,915	11,915
Special licenses	265,000	265,000	249,100	(15,900)
Permits	970,000	970,000	1,065,369	95,369
Total licenses and permits	54,620,000	54,620,000	51,593,074	(3,026,926)
Intergovernmental				
Federal grants	-	1,609,639	310,857	(1,298,782)
State grants	-	295,685	295,685	-
Local grants	50,500	63,000	62,843	(157)
Total intergovernmental	50,500	1,968,324	669,385	(1,298,939)
Charges for services				
School tax collection fees	250,000	250,000	262,757	12,757
Other general government fees	6,500	6,500	6,608	108
Public safety fees	63,000	63,000	39,782	(23,218)
Cemetery lot sales	108,750	108,750	99,045	(9,705)
Cemetery fees	154,000	154,000	155,147	1,147
Other	66,500	66,500	60,515	(5,985)
Total charges for services	648,750	648,750	623,854	(24,896)
Parks and recreation	1,993,155	1,994,155	1,969,355	(24,800)
Miscellaneous				
Investment income	357,445	357,445	526,339	168,894
ABC and parking violations fees	10,000	10,000	9,035	(965)
Contributions and donations	29,900	76,705	140,574	63,869
Judgements and settlements	23,500	23,500	26,540	3,040
Other	147,500	147,500	99,782	(47,718)
Total miscellaneous	568,345	615,150	802,270	187,120
Total revenues	\$ 73,337,750	\$ 75,303,379	\$ 72,042,253	\$ (3,261,126)

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
General Fund
Year Ended June 30, 2019**

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	Positive (Negative)
EXPENDITURES				
General government				
Legislative	\$ 162,505	\$ 165,104	\$ 166,604	\$ (1,500)
Executive	1,113,792	1,210,246	1,089,183	121,063
Finance	1,485,265	1,457,242	1,364,594	92,648
Human resources	1,151,622	1,003,843	942,690	61,153
Law	391,159	411,159	348,778	62,381
Information technology	2,014,570	2,029,144	1,980,908	48,236
Administrative services	332,280	345,534	332,363	13,171
Total general government	6,651,193	6,622,272	6,225,120	397,152
Public safety				
Police	14,825,452	15,008,065	14,343,764	664,301
Fire	12,869,681	14,149,046	13,011,850	1,137,196
Total public safety	27,695,133	29,157,111	27,355,614	1,801,497
Public works				
Public works administration	1,357,824	1,703,949	1,340,322	363,627
Highway and streets	3,080,381	2,921,351	2,752,895	168,456
Building and plant	2,348,441	2,570,640	2,316,182	254,458
Environmental Compliance	625,663	743,683	659,842	83,841
Transportation	430,415	430,415	-	430,415
Total public works	7,842,724	8,370,038	7,069,241	1,300,797
Parks and recreation				
Parks	2,578,758	2,520,640	2,219,648	300,992
Recreation	1,290,112	1,362,047	1,107,130	254,917
Athletics	584,600	607,262	508,288	98,974
Community centers	1,014,269	1,021,932	940,647	81,285
Golf Courses	1,704,576	1,669,632	1,354,468	315,164
Other parks	1,350,334	1,354,034	1,205,501	148,533
Total parks and recreation	8,522,649	8,535,547	7,335,682	1,199,865
Neighborhood & Community Services	2,209,470	2,605,670	2,097,312	508,358
Agency services				
Agency services	1,140,593	1,199,355	1,189,044	10,311
Intergovernmental	2,750,000	2,069,218	1,264,911	804,307
Total agency services	3,890,593	3,268,573	2,453,955	814,618
Total expenditures	56,811,762	58,559,211	52,536,924	6,022,287
Excess of revenues over expenditures	16,525,988	16,744,168	19,505,329	2,761,161
Other financing sources (uses)				
Transfers in	611,250	611,250	536,521	(74,729)
Transfers out	(17,257,238)	(19,769,838)	(19,748,463)	21,375
Proceeds from sale of capital assets	120,000	120,000	128,730	8,730
Total other financing sources (uses)	(16,525,988)	(19,038,588)	(19,083,212)	(44,624)
Net change in budgetary fund balances	-	(2,294,420)	422,117	2,716,537
Fund balances, beginning of year	27,576,068	27,576,068	27,576,068	-
Fund balances, end of year	\$ 27,576,068	\$ 25,281,648	\$ 27,998,185	\$ 2,716,537

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Notes to Required Supplementary Information on Budgetary Accounting and Control
Year Ended June 30, 2019

Budget Policy - Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for the general, special revenue, debt service, and capital projects funds. The City adopts an annual appropriation budget for four Debt Service Funds covering all government debt service activities. A budget is not prepared for the City's permanent fund.

Legal Compliance – All departments submit requests for the appropriations to the Budget Team. The Budget Team meets with each department head and reviews the new budget year requests. The budget is prepared by fund, function, and activity and includes information of the prior year, current year, and requested appropriations for the next fiscal year.

It is the City Manager's responsibility to prepare a budget proposal and message, which must be submitted to the Board of Commissioners at least 30 days prior to July 1st. The budget message explains revenue changes and expenditure goals, any significant changes in program goals and appropriations, and any important budget features or major changes in financial policy. Following its submission to the Board, the City Manager presents the recommended budget at a public meeting. The budget is legally enacted through passage of an ordinance by June 30th.

The Assistant City Manager/CFO is authorized to transfer budget amounts between departments within any fund. The Assistant Chief Financial Officer is authorized to prepare periodic budget amendments throughout the fiscal year that are passed by an ordinance of the Board of Commissioners. The budget amendments provide supplementary appropriations as necessary to ensure expenditures do not exceed budget appropriations at the activity level.

Encumbrances - Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditures of resources are recorded to reserve that portion of the applicable appropriation, is utilized in the governmental funds. Encumbrances outstanding at year end are included within the appropriate fund balances in the governmental funds and are not reported separately on the financial statements. Encumbrances do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year. Encumbrances are not recorded in the financial statements for proprietary, internal service, and fiduciary fund types.

The following funds had purchase orders outstanding at June 30, 2019 as follows:

General fund	\$ 1,019,835
Convention center	27,324
Nonmajor governmental	9,731,762
Internal service	102,748
	<u>\$ 10,881,669</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of Changes in the City's Net Pension Liability
Police and Firefighters' Retirement Fund
Last Ten Fiscal Years

	2019	2018	2017	2016	2015	2014*	2013	2012	2011	2010
TOTAL PENSION LIABILITY										
Interest on TPL	\$ 391,233	\$ 395,370	\$ 440,360	\$ 490,156	\$ 499,000	\$ 582,820	\$ 603,247	\$ 613,792	\$ 655,937	\$ 673,236
Change of benefit terms	-	-	-	(82,559)	(42,390)	-	-	-	-	-
Differences between expected & actual experience in measurement of the TPL	(226,371)	60,187	(359,520)	170,136	241,872	(1,495,216)	(49,224)	162,348	(413,563)	(16,086)
Changes of assumptions about future economic or demographic factors or other inputs	(59,933)	263,562	-	(536,108)	46,957	-	-	-	-	-
Benefit payments	<u>(769,371)</u>	<u>(810,168)</u>	<u>(854,877)</u>	<u>(891,272)</u>	<u>(894,710)</u>	<u>(894,455)</u>	<u>(951,864)</u>	<u>(944,811)</u>	<u>(945,459)</u>	<u>(967,741)</u>
Net change in total pension liability	(664,442)	(91,049)	(774,037)	(849,647)	(149,271)	(1,806,851)	(397,841)	(168,671)	(703,085)	(310,591)
Total pension liability - beginning	<u>\$ 6,937,299</u>	<u>\$ 7,028,348</u>	<u>\$ 7,802,385</u>	<u>\$ 8,652,032</u>	<u>\$ 8,801,303</u>	<u>\$ 10,608,154</u>	<u>\$ 11,005,995</u>	<u>\$ 11,174,666</u>	<u>\$ 11,877,751</u>	<u>\$ 12,188,342</u>
Total pension liability - ending (a)	<u>\$ 6,272,857</u>	<u>\$ 6,937,299</u>	<u>\$ 7,028,348</u>	<u>\$ 7,802,385</u>	<u>\$ 8,652,032</u>	<u>\$ 8,801,303</u>	<u>\$ 10,608,154</u>	<u>\$ 11,005,995</u>	<u>\$ 11,174,666</u>	<u>\$ 11,877,751</u>
PLAN FIDUCIARY NET PENSION										
Contributions from City	\$ -	\$ -	\$ 182,500	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 450,000	\$ 410,000
Plan net investment income	373,726	583,269	633,921	359,902	284,522	918,180	630,239	375,513	788,139	621,436
Benefit payments	(769,371)	(810,168)	(854,877)	(891,272)	(894,710)	(894,455)	(951,864)	(944,811)	(945,459)	(967,741)
Plan administrative expense	-	-	-	-	-	-	(19,711)	(18,694)	(19,087)	(18,863)
Net change in plan fiduciary net position	(395,645)	(226,899)	(38,456)	(131,370)	(210,188)	423,725	58,664	(187,992)	273,593	44,832
Plan fiduciary net position - beginning	<u>\$ 6,945,172</u>	<u>\$ 7,172,071</u>	<u>\$ 7,210,527</u>	<u>\$ 7,341,897</u>	<u>\$ 7,552,085</u>	<u>\$ 7,128,360</u>	<u>\$ 7,069,696</u>	<u>\$ 7,257,688</u>	<u>\$ 6,984,095</u>	<u>\$ 6,939,263</u>
Plan fiduciary net position - ending (b)	<u>\$ 6,549,527</u>	<u>\$ 6,945,172</u>	<u>\$ 7,172,071</u>	<u>\$ 7,210,527</u>	<u>\$ 7,341,897</u>	<u>\$ 7,552,085</u>	<u>\$ 7,128,360</u>	<u>\$ 7,069,696</u>	<u>\$ 7,257,688</u>	<u>\$ 6,984,095</u>
City net pension (asset) liability (a)-(b)	\$ (276,670)	\$ (7,873)	\$ (143,723)	\$ 591,858	\$ 1,310,135	\$ 1,249,218	\$ 3,479,794	\$ 3,936,299	\$ 3,916,978	\$ 4,893,656
Plan fiduciary net position as a percentage of the total pension liability	104.41 %	100.11 %	102.04 %	92.41 %	84.86 %	85.81 %	67.20 %	64.23 %	64.95 %	58.80 %
Covered-employee payroll	-	-	-	-	-	-	-	-	-	-
NPL as % of covered payroll	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* The total pension liability presented in the previous report dated 6/30/2014 assumed 0% COLA in 2014. For 2014, the P&F Board approved a COLA of 1.5% after this report was released. The FY2014 numbers have been restated to reflect the 1.5% COLA.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of City Contributions
Police and Firefighters' Retirement Fund
Last Ten Fiscal Years

	2019	2018	2017	2016	2015
Actuarially determined contribution	\$ -	\$ -	\$ 80,415	\$ 311,021	\$ 330,058
Contributions in relation to the actuarially determined contribution	\$ -	\$ -	182,500	400,000	400,000
Contribution deficiency (excess)	\$ -	\$ -	\$ (102,085)	\$ (88,979)	\$ (69,942)
City's covered payroll	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions as a percentage of covered payroll	N/A	N/A	N/A	N/A	N/A

Notes to Schedule

Valuation date: July 1, 2019

Methods and assumptions used to determine contribution rates:

Actuarial cost method Entry age normal

Asset valuation method Fair market value adjusted for accruals

Salary scale Not applicable

Disability, withdrawal, & retirement rates Not applicable

Rate of investment return 6.0% per annum

Cost of living adjustment Average cost of living adjustments made over the last five years, rounded to the nearest 1.00%

Eligible dependents It is assumed that there are no eligible dependent children or parents.

Mortality In the July 1, 2018 actuarial valuation, the mortality rates for non-disabled lives were changed to the IRS Generational Mortality tables for Males and Females with improvements Under Projection Scale AA. In prior years, these assumptions were based on the UP-1994 Mortality Rates Projected to 2002 Under Projection Scale AA.

Note: This schedule intended to present a 10-year trend per GASB 67.

Additional years will be reported as incurred.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of Investment Returns
Police and Firefighters' Retirement Fund
Last Ten Fiscal Years

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Annual money-weighted rate of return	5.67 %	8.57 %	9.15 %	5.02 %	3.85 %	12.70 %	12.65 %	9.64 %	4.23 %	8.02 %

Starting with 2015, the investment returns reflect a fiscal year reporting basis.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of Proportionate Share of the Net Pension Liability
County Employees Retirement System for the Commonwealth of Kentucky
Last Ten Fiscal Years

	2019	2018	2017	2016	2015
Total net pension liability for county employees retirement systems	\$ 8,508,761,726	\$ 8,090,585,976	\$ 6,639,559,678	\$ 5,834,631,445	\$ 4,446,199,755
City's proportion of the net pension liability (asset)	0.9974 %	1.0106 %	0.9421 %	0.9646 %	0.9719 %
City's proportionate share of the net pension liability (asset)	\$ 84,867,783	\$ 81,761,120	\$ 62,552,116	\$ 56,301,098	\$ 43,211,000
City's covered payroll	\$ 24,087,904	\$ 24,380,227	\$ 22,635,432	\$ 22,529,147	\$ 22,141,166
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	352.33 %	335.36 %	276.35 %	249.90 %	195.16 %
Total pension plan's fiduciary net position	\$ 9,367,300,000	\$ 8,905,233,231	\$ 8,151,568,466	\$ 8,519,001,523	\$ 8,615,148,614
Total pension plan's pension liability	\$ 17,876,062,000	\$ 16,995,819,207	\$ 14,791,128,144	\$ 14,353,632,968	\$ 13,061,348,369
Total pension plan's fiduciary net position as a percentage of the total pension liability	52.40 %	52.40 %	55.11 %	59.35 %	65.96 %

Note: This schedule is intended to present a 10-year trend per GASB 68.

Additional years will be reported as incurred.

Note: The County Employees Retirement System measurement date is 12 months prior to the City's Financial Statements; the 2019 measurement date is 6/30/2018.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of City Pension Contributions
County Employees Retirement System of the Commonwealth of Kentucky
Last Ten Fiscal Years

	2019	2018	2017	2016	2015	2014
Actuarially determined pension contribution	\$ 5,321,680	\$ 4,555,520	\$ 4,497,839	\$ 3,837,246	\$ 3,905,623	\$ 4,021,011
Contributions in relation to the actuarially determined pension contribution	5,321,680	4,555,520	4,497,839	3,837,246	3,905,623	4,021,011
Pension contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City's covered payroll	\$ 25,150,362	\$ 24,087,904	\$ 24,380,227	\$ 22,635,432	\$ 22,529,147	\$ 22,141,166
Pension Contributions as a percentage of covered payroll	21.16 %	18.91 %	18.45 %	16.95 %	17.34 %	18.16 %

Notes:

Valuation Date	Actuarially determined contribution rates for 2019 were calculated based on the June 30, 2018 actuarial valuation.
Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percent of Pay, Closed
Remaining amortization period	27 years, Closed
Payroll Growth Rate	4.00%
Asset Valuation Method	20% of the difference between the market value of assets and the expected actuarial value of assets is recognized
Inflation	3.25%
Salary Increase	4.0%, average
Investment Rate of Return	7.50%

Note: This schedule is intended to present a 10-year trend per GASB 68.
Additional years will be reported as incurred.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of Proportionate Share of the Net OPEB Liability
County Employees Retirement System of the Commonwealth of Kentucky
Last Ten Fiscal Years

	2019	2018
Total net OPEB liability for county employees retirement systems	\$ 2,488,439,571	\$ 2,837,013,635
City's proportion of the net OPEB liability (asset)	1.002143 %	1.042340 %
City's proportionate share of the net OPEB liability (asset)	\$ 24,937,728	\$ 29,571,323
City's covered payroll	\$ 24,087,904	\$ 24,380,227
City's proportionate share of the net OPEB liability (asset) as a percentage of its covered payroll	103.53 %	121.29 %
Total pension plan's fiduciary net position	\$ 3,695,108,000	\$ 3,401,537,049
Total pension plan's OPEB liability	\$ 6,183,547,000	\$ 6,238,550,680
Total pension plan's fiduciary net position as a percentage of the total OPEB liability	59.76 %	54.52 %

Note: This schedule is intended to present a 10-year trend per GASB 75.

Additional years will be reported as incurred.

Note: The County Employer's Retirement System measurement date is 12 months prior to the City's Financial Statements; the 2019 measurement date is 6/30/2018.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule of City OPEB Contributions
County Employees Retirement System of the Commonwealth of Kentucky
Last Ten Fiscal Years

	2019	2018	2017
Actuarially determined OPEB contribution	\$ 2,119,645	\$ 1,805,316	\$ 1,664,002
Contributions in relation to the actuarially determined OPEB contribution	2,119,645	1,805,316	1,664,002
OPEB contribution deficiency (excess)	\$ -	\$ -	\$ -
City's covered payroll	\$ 25,150,362	\$ 24,087,904	\$ 24,380,227
OPEB Contributions as a percentage of covered payroll	8.43 %	7.49 %	6.83 %

Notes:

Valuation Date	Actuarially determined contribution rates for 2019 were calculated based on the June 30, 2018 actuarial valuation.
Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percent of Pay
Remaining Amortization Period	27 Years, Closed
Payroll Growth Rate	4.00%
Asset Valuation Method	20% of the difference between market value of assets and the expected actuarial value of assets is recognized.
Inflation	3.25%
Salary Increase	4.00%, average
Investment Rate of Return	7.50%
Healthcare Trend Rates	
Pre-65	Initial trend starting at 7.50% and gradually decreasing to an ultimate trend rate of 5.00% over a period of 5 years.
Post-65	Initial trend starting at 5.50% and gradually decreasing to an ultimate trend rate of 5.00% over a period of 2 years.

Note: This schedule is intended to present a 10-year trend per GASB 75.

Additional years will be reported as incurred.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Modified Approach for City Streets Infrastructure Capital Assets
Year Ended June 30, 2019

Modified Approach for City Streets Infrastructure Capital Assets

As allowed by GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, the City has adopted an alternative process for recording depreciation expense on selected infrastructure assets. Under this alternative method, referred to as the modified approach, the City expends certain maintenance and preservation costs and does not report depreciation expense.

In order to utilize the modified approach, the City is required to:

- Maintain an asset management system that includes an up-to-date inventory of eligible infrastructure assets.
- Perform condition assessments of eligible assets and summarize the results using a measurement scale.
- Estimate each year the annual amount to maintain and preserve the assets at the condition level established and disclosed by the City.
- Document that the assets are being preserved approximately at, or above, the established condition level.

Roads

The City began using its computerized pavement management system in 1997. Surface distress and ride comfort assessments are conducted on all segments. Street assessments are conducted annually, and all segments are assessed within a three-year cycle. The most recent assessment was conducted in the spring of 2019.

Upon completion of the assessment, an overall condition index (OCI) is calculated to assess individual pavement segments. Streets are rated on a 0 to 100 scale. An OCI of 100 would correspond to a pavement with proper engineering design and construction at the beginning of its life cycle.

The following pavement quality conditions have been defined:

<u>Condition</u>	<u>OCI Rating</u>
Excellent	88.0 - 100.00
Good	76.0 - 87.99
Fair	64.0 - 75.99
Poor	50.0 - 63.99
Bad	0.0 - 49.99

Established Condition Level

The City's policy is to consider streets in need when the OCI rating falls below minimum values. These values are as follows:

<u>Functional Classification</u>	<u>Minimum OCI</u>
Local	67.0
Collector	69.0
Arterial	72.0
Alley	25.0

Segments considered to be in need are quantitatively prioritized for rehabilitation based on OCI, traffic, functional class, and other factors.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Modified Approach for City Streets Infrastructure Capital Assets (Continued)
Year Ended June 30, 2019

Assessed Conditions

The following table reports the percentage of streets meeting the minimum acceptable conditions or above:

<u>Year</u>	<u>Percentage</u>
2019	72%
2018	79%*
2017	87%
2016	97%
2015	97%
2014	98%
2013	98%
2012	97%
2011	95%
2010	94%

*Note: In 2017 the City migrated its pavement management system from the Cartegraph Navigator platform to Cartegraph Operations Management Systems (OMS). This move is important to note because the new OMS system uses a different calculation than the prior system did, which results in lower OCI scores. The City has chosen not to adjust the quality conditions or minimum standards as defined above since the new OCI calculation in combination with the existing defined standards provides a more conservative benchmark for assessment of the overall condition of the pavement network. Additionally, in 2018 the City revised the street functional classification in use to more closely align with the Kentucky Transportation Cabinet system. This also resulted in a negative net impact to the overall network OCI scores.

Budgeted and Estimated Costs to Maintain

The following table presents the City's estimate of spending necessary to preserve and maintain the Street Infrastructure at, or above, the "Established Condition Levels" cited above, and the actual amount spent in past fiscal years:

<u>Fiscal Year</u>	<u>Estimated Spending</u>	<u>Actual Spending</u>
2019-2020	\$ 2,000,000	\$ -
2018-2019	\$ 2,000,000	\$ 1,969,625
2017-2018	\$ 2,350,000	\$ 2,390,174
2016-2017	\$ 2,000,000	\$ 2,696,980
2015-2016	\$ 1,300,000	\$ 886,796
2014-2015	\$ 1,000,000	\$ 1,826,000
2013-2014	\$ 900,000	\$ 709,000
2012-2013	\$ 850,000	\$ 572,000
2011-2012	\$ 850,000	\$ 1,090,000
2010-2011	\$ 811,000	\$ 431,000

The budgeting process utilized by the City results in spending in one fiscal year from amounts that were budgeted in a previous year(s). Therefore, this timing difference does not allow a true comparison of amounts budgeted and spent within a given year. The table demonstrates that over the past five years, the City spending has been in line with the budgeted amounts and the other tables contained within this narrative demonstrate that the City has met its desired condition levels.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Modified Approach for City Streets Infrastructure Capital Assets (Continued)
Year Ended June 30, 2019

Sidewalks

The City utilizes a computerized sidewalk management system. Condition assessments are visually performed on all sidewalks segments, ratings are based on the presence of cracking, heaving, holes, setting, and spalling. These assessments were currently conducted on the entire sidewalk network on a four-year cycle. The most recent assessment was completed in the Spring of 2016.

Upon completion of the assessment, an overall condition index (OCI) is calculated to assess individual pavement segments. Segments are rated on a 0 to 100 scale. An OCI of 100 would correspond to a sidewalk with proper engineering design and construction at the beginning of its life cycle.

The following overall condition index for sidewalks has been defined as follows:

<u>Condition</u>	<u>OCI Rating</u>
Excellent	88.0 - 100.00
Good	76.0 - 87.99
Fair	64.0 - 75.99
Poor	50.0 - 63.99
Bad	0.0 - 49.99

Established Condition Level

The City's policy is to achieve a rating of 76.0 for all sidewalks, which is a good rating. This rating allows minor cracking and raveling of the sidewalk along with minor roughness that could be noticeable to pedestrians.

Assessed conditions

The sidewalk management system indicates that 87% of city-maintained sidewalks had an OCI value greater than or equal to the minimum rating of 76.0 as of June 30, 2019.

Budgeted and Estimated Costs to Maintain

The following table presents the City's estimate of spending necessary to preserve and maintain the Sidewalk Infrastructure at, or above, the "Established Condition Levels" cited above, and the actual amount spent in past fiscal years:

<u>Fiscal Year</u>	<u>Estimated Spending</u>	<u>Actual Spending</u>
2019-2020	\$ 100,000	\$ -
2018-2019	\$ 100,000	\$ 28,200
2017-2018	\$ 100,000	\$ 20,130
2016-2017	\$ 100,000	\$ 94,463
2015-2016	\$ 100,000	\$ 249,176
2014-2015	\$ 100,000	\$ 215,000
2013-2014	\$ 100,000	\$ 10,000
2012-2013	\$ 100,000	\$ 41,000
2011-2012	\$ 100,000	\$ 41,000
2010-2011	\$ 100,000	\$ 133,000

The budgeting process utilized by the City results in spending in one fiscal year from amounts that were budgeted in a previous year(s). Therefore, this timing difference does not allow a true comparison of amounts budgeted and spent within a given year.

See accompanying independent auditor's report.

COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

Community Development Fund

This fund is used to account for revenues and expenditures of the federal community development programs.

Fire Improvement Fund

This fund is used to account for maintenance and capital outlays of the Fire Department. Funding is provided by fire insurance premium license fees.

Municipal Aid Funds

These funds are used to account for revenues and expenditures of Kentucky public safety, public works and economic development grants, liquid fuel tax, mineral and coal severance tax receipts, and law enforcement special pay programs.

Job Development Incentive Fund

This fund is used to account for job development incentive payments to business prospects within City boundaries to provide incentives for the creation of new jobs. Employee withholdings generated by new jobs are deposited to the fund and reused for future job development incentives and projects.

Parks Development Fund

This fund is used to collect property tax receipts and occupational fees from the Hartland Planned Community Development area. All funding is disbursed to other funds for Parks and Recreation Department expenses.

Landfill Closure Fund

This fund is used to account for revenues and expenditures applicable to government landfill closure and postclosure care.

Local Law Enforcement Block Grant Fund

This fund is used to account for a Serious Habitual Offender/Criminal Apprehension Program (SHOCAP) Grant, which targets habitual juvenile offenders for intense supervision with the assistance of the courts, social services, and the local schools.

Radio System Fund

This fund is used to account for the joint operations of an 800 MHZ radio system by the City of Bowling Green, Warren County Government, the Medical Center at Bowling Green, and Western Kentucky University, among others.

Police Improvement Fund

This fund is used to account for revenue received from citations. The citations revenue will be collected and appropriated for capital expenditures for the Police Department.

Lampkin Park Trust Fund

This fund is used to account for the receipt of one-seventh of the net income from C.W. Lampkin Charitable Trust. The money shall be used for the maintenance, improvement, and development of Lampkin Park in Bowling Green, Kentucky, as long as the park bears the name Lampkin Park.

Homeland Security Fund

This fund is used to account for expenditures funded indirectly through the U.S. Department of Homeland Security.

NONMAJOR GOVERNMENTAL FUNDS

CAPITAL PROJECTS FUNDS

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

Greenways/Riverfront Development Fund

This fund was created to account for the development of a riverfront park adjacent to the Barren River. This fund currently provides funds and expenditures for the construction of greenway trails throughout the City.

Equipment Replacement Fund

This fund is used to account for the general government capital outlays for vehicles and equipment. Financing for this fund is primarily provided by the General Fund.

Road Construction Fund

This fund is used to account for costs associated with the purchase of land and construction of city road projects. Funding for the new projects has been made available through the General Fund.

Heritage Trail Construction Fund

This fund is used to account for the revenue and expenditures associated with the construction of the Heritage Trail. The trail will ultimately run from Fountain Square Park to Riverfront Park. Funding has been provided by donations and subsidies from the General Fund.

Sidewalk Improvement Fund

This fund is used to account for costs associated with the improvement of existing and construction of new sidewalks throughout the City. Funding has been provided by the General Fund.

Stormwater Infrastructure Improvement Fund

This fund tracks expenditures related to the improvement of existing storm drainage pipes located throughout the City of Bowling Green. Funding has been provided through a General Fund subsidy.

Municipal Facilities Fund

This fund is used to monitor costs associated with upgrades and renovation of City buildings. Funding for this project has been made available from General Fund subsidies.

Technology Capital Improvement Fund

This fund is used to account for expenditures associated with the City's information technology program. Funding is mainly provided by transfers from other funds.

Smallhouse Road Construction Fund

This fund tracks revenues and expenditures associated with the design and construction of improvements to Smallhouse Road. Funding has been primarily supplied through the General Fund.

Parks Capital Improvement Fund

This fund accounts for expenditures and revenues associated with the planning, design, and construction or procurement of capital parks projects, such as a new park or shelter. These projects are funded by General Fund subsidies and Parks Development Fund transfers from the Convention Center Corporation.

800 Trunking Radio Systems Improvement Fund

This fund is used to account for the replacement and improvement of the existing 800 Trunking Radio System. Funding has been provided from the General Fund and other local governments, such as Warren County.

Downtown Development Fund

This fund is used to account for the costs associated with the improvement of the Downtown Bowling Green area. Funding is made available through subsidies from the General Fund.

Fire Capital Improvements Fund

This fund is used to account for expenditures and revenues associated with the planning, design, and construction or procurement of Fire Department capital projects and equipment. These projects are funded by the General Fund, Fire Improvement Fund, and through capital financing as necessary.

Southwest Parkway Capital Projects Fund

This fund is used to account for construction of road projects for the Southwest Parkway corridor. Funding has been provided from the General Fund and other governments.

See accompanying independent auditor's report.

NONMAJOR GOVERNMENTAL FUNDS

DEBT SERVICE FUNDS

TIF District

This fund is used to account for debt service payments for the General Obligation Bond originally issued to provide funding for the construction of Bowling Green's Single A baseball park.

NONMAJOR GOVERNMENTAL FUNDS

PERMANENT FUNDS

Permanent funds are used to report resources that are legally restricted to allow only the earnings and not the principal, to be used for the prescribed purposes.

Cemetery Perpetual Trust Fund

This fund is used to account for monies provided by private donors and from the sale of cemetery lots. The principal amount is to be maintained intact and invested. Investment earnings are used for cemetery maintenance.

City of Bowling Green, Kentucky
Combining Balance Sheet - Nonmajor Governmental Funds
June 30, 2019

	Nonmajor Special Revenue Funds	Nonmajor Capital Projects Funds	Nonmajor Debt Service Fund - TIF District	Nonmajor Permanent Fund- Cemetery Perpetual	Total Nonmajor Governmental Funds
ASSETS					
Pooled cash and cash equivalents	\$ 7,068,575	\$ 16,829,599	\$ 2,445,132	\$ 57,375	\$ 26,400,681
Non-pooled cash and cash equivalents	1,319,756	-	-	-	1,319,756
Investments	5,874,464	8,113,427	1,499,145	1,124,323	16,611,359
Receivables (net of allowances for uncollectibles):					
Accounts receivable	20,558	-	-	-	20,558
Interest receivable	2,284	488	-	4,179	6,951
Due from other governmental units	476,852	41,758	-	-	518,610
Prepaid items	247,412	-	-	-	247,412
Total assets	<u>\$ 15,009,901</u>	<u>\$ 24,985,272</u>	<u>\$ 3,944,277</u>	<u>\$ 1,185,877</u>	<u>\$ 45,125,327</u>
LIABILITIES AND FUND BALANCES					
Liabilities					
Vouchers and accounts payable	\$ 583,216	\$ 489,684	\$ -	\$ -	\$ 1,072,900
Accrued payroll	10,493	-	-	-	10,493
Unearned revenue	30,000	-	-	-	30,000
Total liabilities	<u>623,709</u>	<u>489,684</u>	<u>-</u>	<u>-</u>	<u>1,113,393</u>
Fund balances					
Restricted	3,994,215	-	-	1,074,350	5,068,565
Committed	8,364,297	-	-	-	8,364,297
Assigned	2,027,680	24,495,588	3,944,277	111,527	30,579,072
Total fund balances	<u>14,386,192</u>	<u>24,495,588</u>	<u>3,944,277</u>	<u>1,185,877</u>	<u>44,011,934</u>
Total liabilities and fund balances	<u>\$ 15,009,901</u>	<u>\$ 24,985,272</u>	<u>\$ 3,944,277</u>	<u>\$ 1,185,877</u>	<u>\$ 45,125,327</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Balance Sheet - Nonmajor Special Revenue Funds
June 30, 2019

	Community Development	Fire Improvement	Municipal Aid	Job Development Incentive	Parks Development	Landfill Closure
ASSETS						
Pooled cash and cash equivalents	\$ -	\$ 1,545,611	\$ 3,036,806	\$ 1,626,969	\$ 1,286	\$ 406,875
Non-pooled cash and cash equivalents	1,116,862	202,894	-	-	-	-
Investments	522,170	33,462	1,661,804	2,503,178	-	953,960
Receivables (net of allowances for uncollectibles):						
Accounts receivable	20,558	-	-	-	-	-
Interest receivable	966	-	221	-	-	1,097
Due from other governmental units	5,910	-	450,945	-	-	-
Prepaid items	247,412	-	-	-	-	-
Total assets	<u>\$ 1,913,878</u>	<u>\$ 1,781,967</u>	<u>\$ 5,149,776</u>	<u>\$ 4,130,147</u>	<u>\$ 1,286</u>	<u>\$ 1,361,932</u>
LIABILITIES AND FUND BALANCES						
Liabilities						
Vouchers and accounts payable	\$ 104,589	\$ 119,724	\$ 350,841	\$ -	\$ 1,286	\$ -
Accrued payroll	5,878	-	4,615	-	-	-
Unearned revenue	-	-	30,000	-	-	-
Total liabilities	<u>110,467</u>	<u>119,724</u>	<u>385,456</u>	<u>-</u>	<u>1,286</u>	<u>-</u>
Fund balances						
Restricted	1,123,916	13,864	2,617,408	-	-	-
Committed	679,495	1,648,379	119,232	4,130,147	-	1,361,932
Assigned	-	-	2,027,680	-	-	-
Total fund balances	<u>1,803,411</u>	<u>1,662,243</u>	<u>4,764,320</u>	<u>4,130,147</u>	<u>-</u>	<u>1,361,932</u>
Total liabilities and fund balances	<u>\$ 1,913,878</u>	<u>\$ 1,781,967</u>	<u>\$ 5,149,776</u>	<u>\$ 4,130,147</u>	<u>\$ 1,286</u>	<u>\$ 1,361,932</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Balance Sheet - Nonmajor Special Revenue Funds (Continued)
June 30, 2019

	Local Law Enforcement Block Grant	Radio System	Police Improvement	Lampkin Park Trust	Homeland Security	Total Nonmajor Special Revenue Funds
ASSETS						
Pooled cash and cash equivalents	\$ -	\$ 125,715	\$ 311,946	\$ 13,367	\$ -	\$ 7,068,575
Non-pooled cash and cash equivalents	-	-	-	-	-	1,319,756
Investments	-	99,945	99,945	-	-	5,874,464
Receivables (net of allowances for uncollectibles):						
Accounts receivable	-	-	-	-	-	20,558
Interest receivable	-	-	-	-	-	2,284
Due from other governmental units	6,776	-	13,221	-	-	476,852
Prepaid items	-	-	-	-	-	247,412
Total assets	<u>\$ 6,776</u>	<u>\$ 225,660</u>	<u>\$ 425,112</u>	<u>\$ 13,367</u>	<u>\$ -</u>	<u>\$ 15,009,901</u>
LIABILITIES AND FUND BALANCES						
Liabilities						
Vouchers and accounts payable	\$ 6,776	\$ -	\$ -	\$ -	\$ -	\$ 583,216
Accrued payroll	-	-	-	-	-	10,493
Unearned revenue	-	-	-	-	-	30,000
Total liabilities	<u>6,776</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>623,709</u>
Fund balances						
Restricted	-	225,660	-	13,367	-	3,994,215
Committed	-	-	425,112	-	-	8,364,297
Assigned	-	-	-	-	-	2,027,680
Total fund balances	<u>-</u>	<u>225,660</u>	<u>425,112</u>	<u>13,367</u>	<u>-</u>	<u>14,386,192</u>
Total liabilities and fund balances	<u>\$ 6,776</u>	<u>\$ 225,660</u>	<u>\$ 425,112</u>	<u>\$ 13,367</u>	<u>\$ -</u>	<u>\$ 15,009,901</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Balance Sheet - Nonmajor Capital Projects Funds
June 30, 2019

	<u>Riverfront Development</u>	<u>Equipment Replacement</u>	<u>Road Construction</u>	<u>Fire Capital Improvements</u>	<u>Heritage Trail Construction</u>	<u>Sidewalk Improvement</u>	<u>Stormwater Infrastructure Improvement</u>
ASSETS							
Pooled cash and cash equivalents	\$ 1,039,501	\$ 1,303,248	\$ 1,244,054	\$ 2,675,000	\$ 20,070	\$ 482,454	\$ 462,620
Investments	-	499,715	3,366,112	999,452	-	99,943	199,886
Interest receivable	-	-	488	-	-	-	-
Due from other governmental units	22,021	-	-	-	-	-	-
Total assets	<u>\$ 1,061,522</u>	<u>\$ 1,802,963</u>	<u>\$ 4,610,654</u>	<u>\$ 3,674,452</u>	<u>\$ 20,070</u>	<u>\$ 582,397</u>	<u>\$ 662,506</u>
LIABILITIES AND FUND BALANCES							
LIABILITIES							
Vouchers and accounts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,527
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,527</u>
FUND BALANCES							
Assigned	<u>1,061,522</u>	<u>1,802,963</u>	<u>4,610,654</u>	<u>3,674,452</u>	<u>20,070</u>	<u>582,397</u>	<u>639,979</u>
Total fund balances	<u>1,061,522</u>	<u>1,802,963</u>	<u>4,610,654</u>	<u>3,674,452</u>	<u>20,070</u>	<u>582,397</u>	<u>639,979</u>
Total liabilities and fund balances	<u>\$ 1,061,522</u>	<u>\$ 1,802,963</u>	<u>\$ 4,610,654</u>	<u>\$ 3,674,452</u>	<u>\$ 20,070</u>	<u>\$ 582,397</u>	<u>\$ 662,506</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Balance Sheet - Nonmajor Capital Projects Funds (Continued)
June 30, 2019

	Municipal Facilities	Technology Capital Improvement	Smallhouse Road Construction	Parks Capital Improvements	800 Trunking Radio Systems Improvements	Downtown Development	Southwest Parkway	Total Nonmajor Capital Projects Funds
ASSETS								
Pooled cash and cash equivalents	\$ 669,624	\$ 1,433,363	\$ 862,240	\$ 2,708,956	\$ 810,785	\$ 3,117,684	\$ -	\$ 16,829,599
Investments	999,430	199,886	99,943	999,430	149,915	499,715	-	8,113,427
Interest receivable	-	-	-	-	-	-	-	488
Due from other governmental units	-	-	-	-	-	-	19,737	41,758
Total assets	<u>\$ 1,669,054</u>	<u>\$ 1,633,249</u>	<u>\$ 962,183</u>	<u>\$ 3,708,386</u>	<u>\$ 960,700</u>	<u>\$ 3,617,399</u>	<u>\$ 19,737</u>	<u>\$ 24,985,272</u>
LIABILITIES AND FUND BALANCES								
LIABILITIES								
Vouchers and accounts payable	\$ -	\$ -	\$ -	\$ 82,841	\$ -	\$ 384,316	\$ -	\$ 489,684
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>82,841</u>	<u>-</u>	<u>384,316</u>	<u>-</u>	<u>489,684</u>
FUND BALANCES								
Assigned	<u>1,669,054</u>	<u>1,633,249</u>	<u>962,183</u>	<u>3,625,545</u>	<u>960,700</u>	<u>3,233,083</u>	<u>19,737</u>	<u>24,495,588</u>
Total fund balances	<u>1,669,054</u>	<u>1,633,249</u>	<u>962,183</u>	<u>3,625,545</u>	<u>960,700</u>	<u>3,233,083</u>	<u>19,737</u>	<u>24,495,588</u>
Total liabilities and fund balances	<u>\$ 1,669,054</u>	<u>\$ 1,633,249</u>	<u>\$ 962,183</u>	<u>\$ 3,708,386</u>	<u>\$ 960,700</u>	<u>\$ 3,617,399</u>	<u>\$ 19,737</u>	<u>\$ 24,985,272</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds
Year Ended June 30, 2019

	Nonmajor Special Revenue Funds	Nonmajor Capital Projects Funds	Nonmajor Debt Service Fund - TIF District	Nonmajor Permanent Fund- Cemetery Perpetual	Total Nonmajor Governmental Funds
REVENUES					
Property taxes	\$ 719,323	\$ -	\$ -	\$ -	\$ 719,323
Insurance premium taxes	2,325,977	-	-	-	2,325,977
Wages and net profits	3,357,840	-	-	-	3,357,840
Judgements and settlements	20,128	-	-	-	20,128
Intergovernmental	8,644,444	96,078	-	-	8,740,522
Investment income	131,218	72,050	(854)	39,181	241,595
Charges for services	81,112	-	-	-	81,112
Contributions and donations	125,690	294,268	252,982	-	672,940
Miscellaneous	148,642	-	-	24,229	172,871
Total revenues	<u>15,554,374</u>	<u>462,396</u>	<u>252,128</u>	<u>63,410</u>	<u>16,332,308</u>
EXPENDITURES					
Current:					
General government	-	466,933	-	-	466,933
Public safety	3,075,964	342,676	-	-	3,418,640
Public works	3,705,705	453,530	-	-	4,159,235
Parks and recreation	-	64,060	-	-	64,060
Neighborhood and community services	3,521,323	134,198	-	-	3,655,521
Capital outlay	743,701	6,680,349	-	-	7,424,050
Debt service:					
Principal	-	-	720,000	-	720,000
Interest	-	-	736,688	-	736,688
Total expenditures	<u>11,046,693</u>	<u>8,141,746</u>	<u>1,456,688</u>	<u>-</u>	<u>20,645,127</u>
Excess (deficiency) of revenues over (under) expenditures	<u>4,507,681</u>	<u>(7,679,350)</u>	<u>(1,204,560)</u>	<u>63,410</u>	<u>(4,312,819)</u>
Other financing sources (uses):					
Proceeds from sale of capital assets	410,071	-	-	-	410,071
Transfers in	1,250,477	12,805,800	1,457,000	-	15,513,277
Transfers out	(5,115,982)	(125,000)	-	-	(5,240,982)
Total other financing sources (uses)	<u>(3,455,434)</u>	<u>12,680,800</u>	<u>1,457,000</u>	<u>-</u>	<u>10,682,366</u>
Net change in fund balances	1,052,247	5,001,450	252,440	63,410	6,369,547
Fund balances, beginning	<u>13,333,945</u>	<u>19,494,138</u>	<u>3,691,837</u>	<u>1,122,467</u>	<u>37,642,387</u>
Fund balances, ending	<u>\$ 14,386,192</u>	<u>\$ 24,495,588</u>	<u>\$ 3,944,277</u>	<u>\$ 1,185,877</u>	<u>\$ 44,011,934</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances Nonmajor Special Revenue Funds
Year Ended June 30, 2019

	Community Development	Fire Improvement	Municipal Aid	Job Development Incentive	Parks Development	Landfill Closure
REVENUES						
Property taxes	\$ -	\$ -	\$ 200,000	\$ 80,191	\$ 439,132	\$ -
Insurance premium taxes	-	2,325,977	-	-	-	-
Wages and net profits	-	-	-	2,016,943	1,340,897	-
Judgements and settlements	-	20,128	-	-	-	-
Intergovernmental	3,866,769	-	4,709,071	-	-	-
Investment income	13,735	3,156	54,839	24,315	-	35,283
Charges for services	-	-	8,668	-	-	-
Contributions and donations	-	19	-	-	-	-
Miscellaneous	66,141	-	82,501	-	-	-
Total revenues	<u>3,946,645</u>	<u>2,349,280</u>	<u>5,055,079</u>	<u>2,121,449</u>	<u>1,780,029</u>	<u>35,283</u>
EXPENDITURES						
Current:						
Public safety	-	815,740	1,885,827	-	-	-
Public works	-	-	3,659,842	-	-	45,863
Neighborhood and community services	3,480,323	-	-	41,000	-	-
Capital outlay	564,404	143,584	1,725	-	-	18,103
Total expenditures	<u>4,044,727</u>	<u>959,324</u>	<u>5,547,394</u>	<u>41,000</u>	<u>-</u>	<u>63,966</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(98,082)</u>	<u>1,389,956</u>	<u>(492,315)</u>	<u>2,080,449</u>	<u>1,780,029</u>	<u>(28,683)</u>
Other financing sources (uses):						
Transfers in	-	121,000	1,029,477	-	-	-
Transfers out	-	(2,282,579)	(430,000)	(573,374)	(1,780,029)	-
Proceeds from sale of capital assets	-	132,349	-	-	-	277,722
Total other financing sources (uses)	<u>-</u>	<u>(2,029,230)</u>	<u>599,477</u>	<u>(573,374)</u>	<u>(1,780,029)</u>	<u>277,722</u>
Net change in fund balances	(98,082)	(639,274)	107,162	1,507,075	-	249,039
Fund balances, beginning	1,901,493	2,301,517	4,657,158	2,623,072	-	1,112,893
Fund balances, ending	<u>\$ 1,803,411</u>	<u>\$ 1,662,243</u>	<u>\$ 4,764,320</u>	<u>\$ 4,130,147</u>	<u>\$ -</u>	<u>\$ 1,361,932</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Special Revenue Funds (Continued)
Year Ended June 30, 2019

	Local Law Enforcement Block Grant	Radio System	Police Improvement	Lampkin Park Trust	Homeland Security	Total Nonmajor Special Revenue Funds
REVENUES						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	719,323
Insurance premium taxes	-	-	-	-	-	2,325,977
Wages and net profits	-	-	-	-	-	3,357,840
Judgements and settlements	-	-	-	-	-	20,128
Intergovernmental	37,028	-	-	-	31,576	8,644,444
Investment income	-	(55)	(55)	-	-	131,218
Charges for services	-	-	72,444	-	-	81,112
Contributions and donations	-	121,355	-	4,316	-	125,690
Miscellaneous	-	-	-	-	-	148,642
Total revenues	<u>37,028</u>	<u>121,300</u>	<u>72,389</u>	<u>4,316</u>	<u>31,576</u>	<u>15,554,374</u>
EXPENDITURES						
Current:						
Public safety	21,143	321,678	-	-	31,576	3,075,964
Public works	-	-	-	-	-	3,705,705
Neighborhood and community services	-	-	-	-	-	3,521,323
Capital outlay	15,885	-	-	-	-	743,701
Total expenditures	<u>37,028</u>	<u>321,678</u>	<u>-</u>	<u>-</u>	<u>31,576</u>	<u>11,046,693</u>
Excess (deficiency) of revenues over (under) expenditures	<u>-</u>	<u>(200,378)</u>	<u>72,389</u>	<u>4,316</u>	<u>-</u>	<u>4,507,681</u>
Other financing sources (uses):						
Transfers in	-	-	100,000	-	-	1,250,477
Transfers out	-	-	-	(50,000)	-	(5,115,982)
Proceeds from sale of capital assets	-	-	-	-	-	410,071
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>(50,000)</u>	<u>-</u>	<u>(3,455,434)</u>
Net change in fund balances	-	(200,378)	172,389	(45,684)	-	1,052,247
Fund balances, beginning	-	426,038	252,723	59,051	-	13,333,945
Fund balances, ending	<u>\$ -</u>	<u>\$ 225,660</u>	<u>\$ 425,112</u>	<u>\$ 13,367</u>	<u>\$ -</u>	<u>\$ 14,386,192</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Capital Projects Funds
Year Ended June 30, 2019

	Riverfront Development	Equipment Replacement	Road Construction	Fire Capital Improvements	Heritage Trail Construction	Sidewalk Improvement	Stormwater Infrastructure Improvement
REVENUES							
Intergovernmental	\$ 96,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment income	-	(285)	74,735	(548)	-	(57)	(114)
Contributions and donations	-	-	-	-	-	-	-
Total revenues	<u>96,078</u>	<u>(285)</u>	<u>74,735</u>	<u>(548)</u>	<u>-</u>	<u>(57)</u>	<u>(114)</u>
EXPENDITURES							
Current:							
General government	-	-	-	-	-	-	-
Public safety	-	28,764	-	50,000	-	-	-
Public works	-	-	134,910	-	-	14,523	30,418
Parks and recreation	-	-	-	-	-	-	-
Neighborhood and community services	120,773	-	-	-	-	-	-
Capital outlay	-	501,287	114,793	-	176,631	421,705	633,407
Total expenditures	<u>120,773</u>	<u>530,051</u>	<u>249,703</u>	<u>50,000</u>	<u>176,631</u>	<u>436,228</u>	<u>663,825</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(24,695)</u>	<u>(530,336)</u>	<u>(174,968)</u>	<u>(50,548)</u>	<u>(176,631)</u>	<u>(436,285)</u>	<u>(663,939)</u>
Other financing sources (uses):							
Transfers in	250,000	725,000	-	3,725,000	-	500,000	500,000
Transfers out	-	(100,000)	-	-	-	-	-
Total other financing sources (uses)	<u>250,000</u>	<u>625,000</u>	<u>-</u>	<u>3,725,000</u>	<u>-</u>	<u>500,000</u>	<u>500,000</u>
Net change in fund balances	225,305	94,664	(174,968)	3,674,452	(176,631)	63,715	(163,939)
Fund balances, beginning	<u>836,217</u>	<u>1,708,299</u>	<u>4,785,622</u>	<u>-</u>	<u>196,701</u>	<u>518,682</u>	<u>803,918</u>
Fund balances, ending	<u>\$ 1,061,522</u>	<u>\$ 1,802,963</u>	<u>\$ 4,610,654</u>	<u>\$ 3,674,452</u>	<u>\$ 20,070</u>	<u>\$ 582,397</u>	<u>\$ 639,979</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Capital Projects Funds (Continued)
Year Ended June 30, 2019

	Municipal Facilities	Technology Capital Improvement	Smallhouse Road Construction	Parks Capital Improvements	800 Trunking Radio Systems Improvements	Downtown Development	Southwest Parkway	Total Nonmajor Capital Projects Funds
REVENUES								
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,078
Investment income	(570)	(114)	(57)	(570)	(85)	(285)	-	72,050
Contributions and donations	-	-	-	55,000	-	-	239,268	294,268
Total revenues	<u>(570)</u>	<u>(114)</u>	<u>(57)</u>	<u>54,430</u>	<u>(85)</u>	<u>(285)</u>	<u>239,268</u>	<u>462,396</u>
EXPENDITURES								
Current:								
General government	-	466,933	-	-	-	-	-	466,933
Public safety	-	-	-	-	263,912	-	-	342,676
Public works	33,600	-	-	-	-	46,463	193,616	453,530
Parks and recreation	-	-	-	64,060	-	-	-	64,060
Neighborhood and community services	-	-	-	-	-	13,425	-	134,198
Capital outlay	-	378,698	1,777,806	1,564,238	-	939,869	171,915	6,680,349
Total expenditures	<u>33,600</u>	<u>845,631</u>	<u>1,777,806</u>	<u>1,628,298</u>	<u>263,912</u>	<u>999,757</u>	<u>365,531</u>	<u>8,141,746</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(34,170)</u>	<u>(845,745)</u>	<u>(1,777,863)</u>	<u>(1,573,868)</u>	<u>(263,997)</u>	<u>(1,000,042)</u>	<u>(126,263)</u>	<u>(7,679,350)</u>
Other financing sources (uses):								
Transfers in	-	700,000	1,560,000	2,665,600	334,200	1,700,000	146,000	12,805,800
Transfers out	-	-	-	(25,000)	-	-	-	(125,000)
Total other financing sources (uses)	<u>-</u>	<u>700,000</u>	<u>1,560,000</u>	<u>2,640,600</u>	<u>334,200</u>	<u>1,700,000</u>	<u>146,000</u>	<u>12,680,800</u>
Net change in fund balances	<u>(34,170)</u>	<u>(145,745)</u>	<u>(217,863)</u>	<u>1,066,732</u>	<u>70,203</u>	<u>699,958</u>	<u>19,737</u>	<u>5,001,450</u>
Fund balances, beginning	<u>1,703,224</u>	<u>1,778,994</u>	<u>1,180,046</u>	<u>2,558,813</u>	<u>890,497</u>	<u>2,533,125</u>	<u>-</u>	<u>19,494,138</u>
Fund balances, ending	<u>\$ 1,669,054</u>	<u>\$ 1,633,249</u>	<u>\$ 962,183</u>	<u>\$ 3,625,545</u>	<u>\$ 960,700</u>	<u>\$ 3,233,083</u>	<u>\$ 19,737</u>	<u>\$ 24,495,588</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Debt Service Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
EXPENDITURES				
Debt service				
Principal	\$ 4,078,200	\$ 4,021,400	\$ 4,014,715	\$ 6,685
Interest	823,800	880,600	865,424	15,176
Total expenditures	<u>4,902,000</u>	<u>4,902,000</u>	<u>4,880,139</u>	<u>21,861</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(4,902,000)</u>	<u>(4,902,000)</u>	<u>(4,880,139)</u>	<u>21,861</u>
Other financing sources (uses)				
Transfers in	<u>4,902,000</u>	<u>4,902,000</u>	<u>4,880,139</u>	<u>(21,861)</u>
Total other financing sources (uses)	<u>4,902,000</u>	<u>4,902,000</u>	<u>4,880,139</u>	<u>(21,861)</u>
Net change in fund balances	-	-	-	-
Fund balances, beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances, ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
WKU Athletics Debt Service Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Intergovernmental	\$ 2,895,000	\$ 2,895,000	\$ 2,894,805
Total revenues	<u>2,895,000</u>	<u>2,895,000</u>	<u>2,894,805</u>
EXPENDITURES			
Debt service			
Principal	2,185,000	2,185,000	2,185,000
Interest	<u>710,000</u>	<u>710,000</u>	<u>709,805</u>
Total expenditures	<u>2,895,000</u>	<u>2,895,000</u>	<u>2,894,805</u>
Excess (deficiency) of revenues over (under) expenses	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	-	-	-
Fund balances, beginning	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances, ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
ITA Bond Debt Service Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Property taxes	\$ 25,000	\$ 25,000	\$ 10,748	\$ (14,252)
Investment income	-	-	(114)	(114)
Rent income	-	448,655	448,653	(2)
Miscellaneous	916,000	916,000	834,182	(81,818)
Total revenues	<u>941,000</u>	<u>1,389,655</u>	<u>1,293,469</u>	<u>(96,186)</u>
EXPENDITURES				
Current:				
Debt service				
Principal	1,585,000	2,033,655	2,005,000	28,655
Interest	247,000	247,000	239,425	7,575
Total expenditures	<u>1,832,000</u>	<u>2,280,655</u>	<u>2,244,425</u>	<u>36,230</u>
Excess (deficiency) of revenues over (under) expenses	<u>(891,000)</u>	<u>(891,000)</u>	<u>(950,956)</u>	<u>(59,956)</u>
Other financing sources (uses)				
Transfers in	916,000	916,000	916,000	-
Total other financing sources (uses)	<u>916,000</u>	<u>916,000</u>	<u>916,000</u>	<u>-</u>
Net change in fund balances	25,000	25,000	(34,956)	(59,956)
Fund balances, beginning	<u>1,622,695</u>	<u>1,622,695</u>	<u>1,622,695</u>	<u>-</u>
Fund balances, ending	<u>\$ 1,647,695</u>	<u>\$ 1,647,695</u>	<u>\$ 1,587,739</u>	<u>\$ (59,956)</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
TIF District Debt Service Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (854)
Contributions and donations	230,000	230,000	252,982
Total revenues	230,000	230,000	252,128
EXPENDITURES			
Debt service			
Principal	720,000	720,000	720,000
Interest	737,000	737,000	736,688
Total expenditures	1,457,000	1,457,000	1,456,688
Excess (deficiency) of revenues over (under) expenses	(1,227,000)	(1,227,000)	(1,204,560)
Other financing sources (uses)			
Transfers in	1,457,000	1,457,000	1,457,000
Total other financing sources (uses)	1,457,000	1,457,000	1,457,000
Net change in fund balances	230,000	230,000	252,440
Fund balances, beginning	3,691,837	3,691,837	3,691,837
Fund balances, ending	\$ 3,921,837	\$ 3,921,837	\$ 3,944,277

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
 Budgetary Comparison Schedule
 Community Development Special Revenue Fund
 Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		<u>Variance with Final Budget - Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>	
REVENUES			
Intergovernmental	\$ 3,741,984	\$ 4,527,008	\$ 3,866,769 \$ (660,239)
Investment income	5,750	5,750	13,735 7,985
Miscellaneous	90,000	90,000	66,141 (23,859)
Total revenues	<u>3,837,734</u>	<u>4,622,758</u>	<u>3,946,645 (676,113)</u>
EXPENDITURES			
Current:			
Neighborhood and community services	3,331,785	3,696,047	3,480,323 215,724
Capital outlay	502,984	1,015,998	564,404 451,594
Total expenditures	<u>3,834,769</u>	<u>4,712,045</u>	<u>4,044,727 667,318</u>
Excess (deficiency) of revenues over (under) expenses	<u>2,965</u>	<u>(89,287)</u>	<u>(98,082) (8,795)</u>
Net change in fund balances	2,965	(89,287)	(98,082) (8,795)
Fund balances, beginning	1,901,493	1,901,493	1,901,493 -
Fund balances, ending	<u>\$ 1,904,458</u>	<u>\$ 1,812,206</u>	<u>\$ 1,803,411 \$ (8,795)</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Fire Improvement Special Revenue Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Insurance premium taxes	\$ 2,300,000	\$ 2,300,000	\$ 2,325,977
Judgements and settlements	18,500	18,500	20,128
Investment income	700	700	3,156
Contributions and donations	-	-	19
Total revenues	<u>2,319,200</u>	<u>2,319,200</u>	<u>2,349,280</u>
EXPENDITURES			
Current:			
Public safety	581,645	892,138	815,740
Capital outlay	<u>248,530</u>	<u>170,369</u>	<u>143,584</u>
Total expenditures	<u>830,175</u>	<u>1,062,507</u>	<u>959,324</u>
Excess (deficiency) of revenues over (under) expenses	<u>1,489,025</u>	<u>1,256,693</u>	<u>1,389,956</u>
Other financing sources (uses)			
Transfers in	100,000	121,000	121,000
Transfers out	(1,735,000)	(3,135,000)	(2,282,579)
Proceeds from sale of capital assets	<u>-</u>	<u>120,000</u>	<u>132,349</u>
Total other financing sources (uses)	<u>(1,635,000)</u>	<u>(2,894,000)</u>	<u>(2,029,230)</u>
Net change in fund balances	(145,975)	(1,637,307)	(639,274)
Fund balances, beginning	<u>2,301,517</u>	<u>2,301,517</u>	<u>2,301,517</u>
Fund balances, ending	<u>\$ 2,155,542</u>	<u>\$ 664,210</u>	<u>\$ 1,662,243</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Municipal Aid Special Revenue Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Property taxes	\$ 185,000	\$ 185,000	\$ 200,000
Intergovernmental	4,503,758	6,804,245	4,709,071
Investment income	41,050	41,050	54,839
Charges for services	10,000	10,000	8,668
Miscellaneous	72,000	72,000	82,501
Total revenues	<u>4,811,808</u>	<u>7,112,295</u>	<u>5,055,079</u>
EXPENDITURES			
Current:			
Public safety	1,941,436	2,150,708	1,885,827
Public works	3,508,000	4,472,725	3,659,842
Capital outlay	341,165	315,577	1,725
Total expenditures	<u>5,790,601</u>	<u>6,939,010</u>	<u>5,547,394</u>
Excess (deficiency) of revenues over (under) expenses	<u>(978,793)</u>	<u>173,285</u>	<u>(492,315)</u>
Other financing sources (uses)			
Transfers in	1,032,038	1,032,038	1,029,477
Transfers out	<u>(160,000)</u>	<u>(430,000)</u>	<u>(430,000)</u>
Total other financing sources (uses)	<u>872,038</u>	<u>602,038</u>	<u>599,477</u>
Net change in fund balances	<u>(106,755)</u>	<u>775,323</u>	<u>107,162</u>
Fund balances, beginning	<u>4,657,158</u>	<u>4,657,158</u>	<u>4,657,158</u>
Fund balances, ending	<u>\$ 4,550,403</u>	<u>\$ 5,432,481</u>	<u>\$ 4,764,320</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Job Development Incentive Special Revenue Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Property taxes	\$ 80,000	\$ 80,000	\$ 80,191	\$ 191
Wages and net profits	1,585,000	1,585,000	2,016,943	431,943
Investment income	8,000	8,000	24,315	16,315
Total revenues	<u>1,673,000</u>	<u>1,673,000</u>	<u>2,121,449</u>	<u>448,449</u>
EXPENDITURES				
Current:				
Neighborhood and community services	<u>103,775</u>	<u>103,775</u>	<u>41,000</u>	<u>62,775</u>
Total expenditures	<u>103,775</u>	<u>103,775</u>	<u>41,000</u>	<u>62,775</u>
Excess (deficiency) of revenues over (under) expenses	<u>1,569,225</u>	<u>1,569,225</u>	<u>2,080,449</u>	<u>511,224</u>
Other financing sources (uses)				
Transfers out	<u>(574,000)</u>	<u>(574,000)</u>	<u>(573,374)</u>	<u>626</u>
Total other financing sources (uses)	<u>(574,000)</u>	<u>(574,000)</u>	<u>(573,374)</u>	<u>626</u>
Net change in fund balances	995,225	995,225	1,507,075	511,850
Fund balances, beginning	<u>2,623,072</u>	<u>2,623,072</u>	<u>2,623,072</u>	<u>-</u>
Fund balances, ending	<u>\$ 3,618,297</u>	<u>\$ 3,618,297</u>	<u>\$ 4,130,147</u>	<u>\$ 511,850</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Parks Development Special Revenue Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Property taxes	\$ 492,000	\$ 492,000	\$ 439,132
Wages and net profits	<u>1,450,000</u>	<u>1,450,000</u>	<u>1,340,897</u>
Total revenues	<u>1,942,000</u>	<u>1,942,000</u>	<u>1,780,029</u>
Excess (deficiency) of revenues over (under) expenses	<u>1,942,000</u>	<u>1,942,000</u>	<u>1,780,029</u>
Other financing sources (uses)			
Transfers out	<u>(1,942,000)</u>	<u>(1,942,000)</u>	<u>(1,780,029)</u>
Total other financing sources (uses)	<u>(1,942,000)</u>	<u>(1,942,000)</u>	<u>(1,780,029)</u>
Net change in fund balances	-	-	-
Fund balances, beginning	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances, ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Landfill Closure Special Revenue Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ 21,250	\$ 21,250	\$ 35,283
Total revenues	<u>21,250</u>	<u>21,250</u>	<u>35,283</u>
EXPENDITURES			
Current:			
Public works	144,680	254,813	45,863
Capital outlay	<u>30,000</u>	<u>73,103</u>	<u>18,103</u>
Total expenditures	<u>174,680</u>	<u>327,916</u>	<u>63,966</u>
Excess (deficiency) of revenues over (under) expenses	<u>(153,430)</u>	<u>(306,666)</u>	<u>(28,683)</u>
Other financing sources (uses)			
Proceeds from sale of capital assets	-	277,725	277,722
Total other financing sources (uses)	<u>-</u>	<u>277,725</u>	<u>277,722</u>
Net change in fund balances	(153,430)	(28,941)	249,039
Fund balances, beginning	<u>1,112,893</u>	<u>1,112,893</u>	<u>1,112,893</u>
Fund balances, ending	<u>\$ 959,463</u>	<u>\$ 1,083,952</u>	<u>\$ 1,361,932</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Local Law Enforcement Block Grant Special Revenue Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Intergovernmental	\$ -	\$ 63,193	\$ 37,028	\$ (26,165)
Total revenues	-	63,193	37,028	(26,165)
EXPENDITURES				
Current:				
Public safety	-	47,308	21,143	26,165
Capital outlay	-	15,885	15,885	-
Total expenditures	-	63,193	37,028	26,165
Excess (deficiency) of revenues over (under) expenses	-	-	-	-
Net change in fund balances	-	-	-	-
Fund balances, beginning	-	-	-	-
Fund balances, ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Radio System Special Revenue Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (55)
Contributions and donations	113,900	113,900	121,355
Total revenues	<u>113,900</u>	<u>113,900</u>	<u>121,300</u>
EXPENDITURES			
Current:			
Public safety	62,000	336,805	321,678
Total expenditures	<u>62,000</u>	<u>336,805</u>	<u>321,678</u>
Excess (deficiency) of revenues over (under) expenses	<u>51,900</u>	<u>(222,905)</u>	<u>(200,378)</u>
Net change in fund balances	51,900	(222,905)	(200,378)
Fund balances, beginning	<u>426,038</u>	<u>426,038</u>	<u>426,038</u>
Fund balances, ending	<u>\$ 477,938</u>	<u>\$ 203,133</u>	<u>\$ 225,660</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
 Budgetary Comparison Schedule
 Police Improvement Special Revenue Fund
 Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Investment income	\$ -	\$ -	\$ (55)	\$ (55)
Charges for services	<u>85,000</u>	<u>85,000</u>	<u>72,444</u>	<u>(12,556)</u>
Total revenues	<u>85,000</u>	<u>85,000</u>	<u>72,389</u>	<u>(12,611)</u>
Excess (deficiency) of revenues over (under) expenses	<u>85,000</u>	<u>85,000</u>	<u>72,389</u>	<u>(12,611)</u>
Other financing sources (uses)				
Transfers in	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
Total other financing sources (uses)	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
Net change in fund balances	185,000	185,000	172,389	(12,611)
Fund balances, beginning	<u>252,723</u>	<u>252,723</u>	<u>252,723</u>	<u>-</u>
Fund balances, ending	<u>\$ 437,723</u>	<u>\$ 437,723</u>	<u>\$ 425,112</u>	<u>\$ (12,611)</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Lampkin Park Trust Special Revenue Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Contributions and donations	\$ 6,000	\$ 6,000	\$ 4,316	\$ (1,684)
Total revenues	<u>6,000</u>	<u>6,000</u>	<u>4,316</u>	<u>(1,684)</u>
Excess (deficiency) of revenues over (under) expenses	<u>6,000</u>	<u>6,000</u>	<u>4,316</u>	<u>(1,684)</u>
Other financing sources (uses)				
Transfers out	-	(50,000)	(50,000)	-
Total other financing sources (uses)	<u>-</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>-</u>
Net change in fund balances	6,000	(44,000)	(45,684)	(1,684)
Fund balances, beginning	<u>59,051</u>	<u>59,051</u>	<u>59,051</u>	<u>-</u>
Fund balances, ending	<u>\$ 65,051</u>	<u>\$ 15,051</u>	<u>\$ 13,367</u>	<u>\$ (1,684)</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Homeland Security Special Revenue Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Intergovernmental	\$ -	\$ 32,600	\$ 31,576	\$ (1,024)
Total revenues	-	32,600	31,576	(1,024)
EXPENDITURES				
Current:				
Public safety	-	32,600	31,576	1,024
Total expenditures	-	32,600	31,576	1,024
Excess (deficiency) of revenues over (under) expenses	-	-	-	-
Net change in fund balances	-	-	-	-
Fund balances, beginning	-	-	-	-
Fund balances, ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
 Budgetary Comparison Schedule
 Riverfront Development Capital Projects Fund
 Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Intergovernmental	\$ -	\$ 657,889	\$ 96,078
Total revenues	-	657,889	96,078
EXPENDITURES			
Current:			
Neighborhood and community services	-	120,773	120,773
Capital outlay	250,000	1,061,895	-
Total expenditures	250,000	1,182,668	120,773
Excess (deficiency) of revenues over (under) expenses	(250,000)	(524,779)	(24,695)
Other financing sources (uses)			
Transfers in	250,000	250,000	250,000
Total other financing sources (uses)	250,000	250,000	250,000
Net change in fund balances	-	(274,779)	225,305
Fund balances, beginning	836,217	836,217	836,217
Fund balances, ending	\$ 836,217	\$ 561,438	\$ 1,061,522

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
 Budgetary Comparison Schedule
 Equipment Replacement Capital Projects Fund
 Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Investment income	\$ -	\$ -	\$ (285)	\$ (285)
Total revenues	<u>-</u>	<u>-</u>	<u>(285)</u>	<u>(285)</u>
EXPENDITURES				
Current:				
Public safety	74,000	63,390	28,764	34,626
Public works	-	3,190	-	3,190
Parks and recreation	-	100,000	-	100,000
Capital outlay	<u>892,500</u>	<u>622,603</u>	<u>501,287</u>	<u>121,316</u>
Total expenditures	<u>966,500</u>	<u>789,183</u>	<u>530,051</u>	<u>259,132</u>
Excess (deficiency) of revenues over (under) expenses	<u>(966,500)</u>	<u>(789,183)</u>	<u>(530,336)</u>	<u>258,847</u>
Other financing sources (uses)				
Transfers in	725,000	725,000	725,000	-
Transfers out	<u>(100,000)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>-</u>
Total other financing sources (uses)	<u>625,000</u>	<u>625,000</u>	<u>625,000</u>	<u>-</u>
Net change in fund balances	<u>(341,500)</u>	<u>(164,183)</u>	<u>94,664</u>	<u>258,847</u>
Fund balances, beginning	<u>1,708,299</u>	<u>1,708,299</u>	<u>1,708,299</u>	<u>-</u>
Fund balances, ending	<u>\$ 1,366,799</u>	<u>\$ 1,544,116</u>	<u>\$ 1,802,963</u>	<u>\$ 258,847</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Road Construction Capital Projects Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ 42,250	\$ 42,250	\$ 74,735
Total revenues	<u>42,250</u>	<u>42,250</u>	<u>74,735</u>
EXPENDITURES			
Current:			
Public works	-	136,300	134,910
Capital outlay	<u>1,340,000</u>	<u>1,187,700</u>	<u>114,793</u>
Total expenditures	<u>1,340,000</u>	<u>1,324,000</u>	<u>249,703</u>
Excess (deficiency) of revenues over (under) expenses	<u>(1,297,750)</u>	<u>(1,281,750)</u>	<u>(174,968)</u>
Net change in fund balances	(1,297,750)	(1,281,750)	(174,968)
Fund balances, beginning	<u>4,785,622</u>	<u>4,785,622</u>	<u>4,785,622</u>
Fund balances, ending	<u>\$ 3,487,872</u>	<u>\$ 3,503,872</u>	<u>\$ 4,610,654</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Heritage Trail Construction Capital Projects Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
EXPENDITURES			
Capital outlay	\$ 196,700	\$ 176,631	\$ 176,631
Total expenditures	<u>196,700</u>	<u>176,631</u>	<u>176,631</u>
Excess (deficiency) of revenues over (under) expenses	<u>(196,700)</u>	<u>(176,631)</u>	<u>(176,631)</u>
Net change in fund balances	(196,700)	(176,631)	(176,631)
Fund balances, beginning	<u>196,701</u>	<u>196,701</u>	<u>196,701</u>
Fund balances, ending	<u>\$ 1</u>	<u>\$ 20,070</u>	<u>\$ 20,070</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Sidewalk Improvement Capital Projects Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (57)
Total revenues	-	-	(57)
EXPENDITURES			
Current:			
Public works	-	17,746	14,523
Capital outlay	500,000	1,000,936	421,705
Total expenditures	500,000	1,018,682	436,228
Excess (deficiency) of revenues over (under) expenses	(500,000)	(1,018,682)	(436,285)
Other financing sources (uses)			
Transfers in	500,000	500,000	500,000
Total other financing sources (uses)	500,000	500,000	500,000
Net change in fund balances	-	(518,682)	63,715
Fund balances, beginning	518,682	518,682	518,682
Fund balances, ending	\$ 518,682	\$ -	\$ 582,397

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Stormwater Infrastructure Improvement Capital Projects Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (114)
Total revenues	<u>-</u>	<u>-</u>	<u>(114)</u>
EXPENDITURES			
Current:			
Public works	-	52,043	30,418
Capital outlay	<u>500,000</u>	<u>1,091,958</u>	<u>633,407</u>
Total expenditures	<u>500,000</u>	<u>1,144,001</u>	<u>663,825</u>
Excess (deficiency) of revenues over (under) expenses	<u>(500,000)</u>	<u>(1,144,001)</u>	<u>(663,939)</u>
Other financing sources (uses)			
Transfers in	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Total other financing sources (uses)	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Net change in fund balances	-	(644,001)	(163,939)
Fund balances, beginning	<u>803,918</u>	<u>803,918</u>	<u>803,918</u>
Fund balances, ending	<u>\$ 803,918</u>	<u>\$ 159,917</u>	<u>\$ 639,979</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
 Budgetary Comparison Schedule
 Municipal Facilities Capital Projects Fund
 Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Investment income	\$ -	\$ -	\$ (570)	\$ (570)
Total revenues	-	-	(570)	(570)
EXPENDITURES				
Public works	50,000	33,600	33,600	-
Capital outlay	700,000	180	-	180
Total expenditures	750,000	33,780	33,600	180
Excess (deficiency) of revenues over (under) expenses	(750,000)	(33,780)	(34,170)	(390)
Net change in fund balances	(750,000)	(33,780)	(34,170)	(390)
Fund balances, beginning	1,703,224	1,703,224	1,703,224	-
Fund balances, ending	<u>\$ 953,224</u>	<u>\$ 1,669,444</u>	<u>\$ 1,669,054</u>	<u>\$ (390)</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Downtown Development Capital Projects Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (285)
Total revenues	<u>-</u>	<u>-</u>	<u>(285)</u>
EXPENDITURES			
Current:			
Public works	-	46,619	46,463
Neighborhood and community services	-	50,973	13,425
Capital outlay	1,100,000	1,313,268	939,869
Total expenditures	<u>1,100,000</u>	<u>1,410,860</u>	<u>999,757</u>
Excess (deficiency) of revenues over (under) expenses	<u>(1,100,000)</u>	<u>(1,410,860)</u>	<u>(1,000,042)</u>
Other financing sources (Uses)			
Transfers in	1,100,000	1,700,000	1,700,000
Total other financing sources (uses)	<u>1,100,000</u>	<u>1,700,000</u>	<u>1,700,000</u>
Net change in fund balances	-	289,140	699,958
Fund balances, beginning	<u>2,533,125</u>	<u>2,533,125</u>	<u>2,533,125</u>
Fund balances, ending	<u>\$ 2,533,125</u>	<u>\$ 2,822,265</u>	<u>\$ 3,233,083</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Budgetary Comparison Schedule
800 Trunking Radio Systems Improvements Capital Projects Fund
Year Ended June 30, 2019

	<u>Budgeted Amounts</u>			Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Investment income	\$ -	\$ -	\$ (85)	\$ (85)
Total revenues	-	-	(85)	(85)
EXPENDITURES				
Current:				
Public safety	264,625	264,625	263,912	713
Total expenditures	264,625	264,625	263,912	713
Excess (deficiency) of revenues over (under) expenses	(264,625)	(264,625)	(263,997)	628
Other financing sources (uses)				
Transfers in	334,200	334,200	334,200	-
Total other financing sources (uses)	334,200	334,200	334,200	-
Net change in fund balances	69,575	69,575	70,203	628
Fund balances, beginning	890,497	890,497	890,497	-
Fund balances, ending	<u>\$ 960,072</u>	<u>\$ 960,072</u>	<u>\$ 960,700</u>	<u>\$ 628</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Technology Capital Improvement Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (114)
Total revenues	-	-	(114)
EXPENDITURES			
Current:			
General government	250,000	725,382	466,933
Capital outlay	640,000	381,250	378,698
Total expenditures	890,000	1,106,632	845,631
Excess (deficiency) of revenues over (under) expenses	(890,000)	(1,106,632)	(845,745)
Other financing sources (uses)			
Transfers in	450,000	700,000	700,000
Total other financing sources (uses)	450,000	700,000	700,000
Net change in fund balances	(440,000)	(406,632)	(145,745)
Fund balances, beginning	1,778,994	1,778,994	1,778,994
Fund balances, ending	<u>\$ 1,338,994</u>	<u>\$ 1,372,362</u>	<u>\$ 1,633,249</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Smallhouse Road Construction Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (57)
Total revenues	-	-	(57)
EXPENDITURES			
Current:			
Capital outlay	1,360,000	2,082,929	1,777,806
Total expenditures	1,360,000	2,082,929	1,777,806
Excess (deficiency) of revenues over (under) expenses	(1,360,000)	(2,082,929)	(1,777,863)
Other financing sources (uses)			
Transfers in	1,360,000	1,560,000	1,560,000
Total other financing sources (uses)	1,360,000	1,560,000	1,560,000
Net change in fund balances	-	(522,929)	(217,863)
Fund balances, beginning	1,180,046	1,180,046	1,180,046
Fund balances, ending	<u>\$ 1,180,046</u>	<u>\$ 657,117</u>	<u>\$ 962,183</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Parks Capital Improvements Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		Variance with Final Budget - Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>
REVENUES			
Investment income	\$ -	\$ -	\$ (570)
Contributions and donations	-	55,000	55,000
Total revenues	-	55,000	54,430
EXPENDITURES			
Current:			
Parks and recreation	300,000	259,863	64,060
Capital outlay	1,700,000	3,013,291	1,564,238
Total expenditures	2,000,000	3,273,154	1,628,298
Excess (deficiency) of revenues over (under) expenses	(2,000,000)	(3,218,154)	(1,573,868)
Other financing sources (uses)			
Transfers in	2,300,000	2,665,600	2,665,600
Transfers out	-	(25,000)	(25,000)
Total other financing sources (uses)	2,300,000	2,640,600	2,640,600
Net change in fund balances	300,000	(577,554)	1,066,732
Fund balances, beginning	2,558,813	2,558,813	2,558,813
Fund balances, ending	<u>\$ 2,858,813</u>	<u>\$ 1,981,259</u>	<u>\$ 3,625,545</u>
			<u>\$ 1,644,286</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Fire Capital Improvements Capital Projects Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Investment income	\$ -	\$ -	\$ (548)	\$ (548)
Total revenues	<u>-</u>	<u>-</u>	<u>(548)</u>	<u>(548)</u>
EXPENDITURES				
Public safety	150,000	50,000	50,000	-
Capital outlay	<u>3,000,000</u>	<u>4,127,850</u>	<u>-</u>	<u>(4,127,850)</u>
Total expenditures	<u>3,150,000</u>	<u>4,177,850</u>	<u>50,000</u>	<u>(4,127,850)</u>
Excess (deficiency) of revenues over (under) expenses	<u>(3,150,000)</u>	<u>(4,177,850)</u>	<u>(50,548)</u>	<u>4,127,302</u>
Other financing sources (Uses)				
Transfers in	<u>3,150,000</u>	<u>4,575,000</u>	<u>3,725,000</u>	<u>(850,000)</u>
Total other financing sources (uses)	<u>3,150,000</u>	<u>4,575,000</u>	<u>3,725,000</u>	<u>(850,000)</u>
Net change in fund balances	-	397,150	3,674,452	3,277,302
Fund balances, beginning of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances, end of year	<u>\$ -</u>	<u>\$ 397,150</u>	<u>\$ 3,674,452</u>	<u>\$ 3,277,302</u>

See accompanying independent auditor's report.

**City of Bowling Green, Kentucky
Budgetary Comparison Schedule
Southwest Parkway Capital Projects Fund
Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Contributions and donations	\$ -	\$ 4,525,655	\$ 239,268	\$ (4,286,387)
Total revenues	-	4,525,655	239,268	(4,286,387)
EXPENDITURES				
Current:				
Public works	-	193,616	193,616	-
Capital outlay	-	4,442,906	171,915	(4,270,991)
Total expenditures	-	4,636,522	365,531	(4,270,991)
Excess (deficiency) of revenues over (under) expenses	-	(110,867)	(126,263)	(15,396)
Other financing sources (Uses)				
Transfers in	-	146,000	146,000	-
Total other financing sources (uses)	-	146,000	146,000	-
Net change in budgetary fund balances	-	35,133	19,737	(15,396)
Fund balances, beginning of year	-	-	-	-
Fund balances, end of year	\$ -	\$ 35,133	\$ 19,737	\$ (15,396)

See accompanying independent auditor's report.

NONMAJOR GOVERNMENTAL FUNDS

INTERNAL SERVICE FUNDS

Internal service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City and to other governmental units, on a cost reimbursement basis.

Fleet Maintenance Fund

This fund is used to account for the operating costs of centralized maintenance of automotive equipment used by other City departments. Department billings are on cost reimbursement basis.

Employee Health Care Fund

This fund is used to account for the accumulation of resources for the purpose of funding medical costs of City employees and dependents.

Workers Compensation Fund

This fund is used to account for the accumulation of resources for the purpose of funding workers compensation costs of City employees.

Property and Casualty Fund

This fund is used to account for the accumulation of resources for the purpose of funding property and casualty costs of the City.

City of Bowling Green, Kentucky
Combining Statement of Net Position - Internal Service Funds
June 30, 2019

	<u>Fleet Maintenance</u>	<u>Employee Health Care</u>	<u>Workers Compensation</u>	<u>Property and Casualty</u>	<u>Total Internal Service Funds</u>
ASSETS					
Current assets					
Pooled cash and cash equivalents	\$ 770,231	\$ 1,026,008	\$ 434,651	\$ 1,081,057	\$ 3,311,947
Investments	-	1,403,068	1,194,770	-	2,597,838
Accounts receivable	2,996	301,133	-	-	304,129
Interest receivable	-	404	111	-	515
Prepaid items	-	766,126	-	-	766,126
Inventories	249,805	-	-	-	249,805
Total current assets	<u>1,023,032</u>	<u>3,496,739</u>	<u>1,629,532</u>	<u>1,081,057</u>	<u>7,230,360</u>
Noncurrent assets					
Capital assets					
Buildings	241,875	198,701	-	-	440,576
Machinery and equipment	273,047	-	220,773	39,083	532,903
	514,922	198,701	220,773	39,083	973,479
Less: accumulated depreciation	<u>(357,439)</u>	<u>(17,386)</u>	<u>(85,019)</u>	<u>(8,594)</u>	<u>(468,438)</u>
Total capital assets, net of accumulated depreciation	<u>157,483</u>	<u>181,315</u>	<u>135,754</u>	<u>30,489</u>	<u>505,041</u>
Total noncurrent assets	<u>157,483</u>	<u>181,315</u>	<u>135,754</u>	<u>30,489</u>	<u>505,041</u>
Total assets	<u>\$ 1,180,515</u>	<u>\$ 3,678,054</u>	<u>\$ 1,765,286</u>	<u>\$ 1,111,546</u>	<u>\$ 7,735,401</u>
LIABILITIES					
Current liabilities					
Vouchers and accounts payable	\$ 64,049	\$ 20,499	\$ 23,701	\$ 12,764	\$ 121,013
Accrued payroll	13,950	-	1,122	524	15,596
Insurance claims payable	-	658,618	53,975	43,100	755,693
Current portion of compensated absences	21,087	-	-	-	21,087
Total current liabilities	<u>99,086</u>	<u>679,117</u>	<u>78,798</u>	<u>56,388</u>	<u>913,389</u>
Noncurrent liabilities					
Noncurrent portion of compensated absences	14,734	-	-	-	14,734
Total liabilities	<u>113,820</u>	<u>679,117</u>	<u>78,798</u>	<u>56,388</u>	<u>928,123</u>
NET POSITION					
Net invested in capital assets	157,483	181,315	135,754	30,489	505,041
Unrestricted	909,212	2,817,622	1,550,734	1,024,669	6,302,237
Total net position	<u>\$ 1,066,695</u>	<u>\$ 2,998,937</u>	<u>\$ 1,686,488</u>	<u>\$ 1,055,158</u>	<u>\$ 6,807,278</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Revenues, Expenses, and Changes in Net Position - Internal Service Funds
Year Ended June 30, 2019

	Fleet Maintenance	Employee Health Care	Workers Compensation	Property and Casualty	Total
OPERATING REVENUES					
Charges for services	\$ 1,890,198	\$ -	\$ -	\$ -	\$ 1,890,198
Insurance premiums	-	5,504,329	647,165	-	6,151,494
Judgements and settlements	1,323	-	-	86,238	87,561
Contributions and donations	-	250	6,000	-	6,250
Miscellaneous	698	12,620	-	-	13,318
Total operating revenues	1,892,219	5,517,199	653,165	86,238	8,148,821
OPERATING EXPENSES					
Personnel services	721,929	-	51,297	24,970	798,196
Contractual services	20,997	630,857	122,838	62,200	836,892
Supplies	1,015,650	91,914	38,440	15,265	1,161,269
Utilities	34,782	-	-	-	34,782
Repairs and maintenance	130,409	-	-	-	130,409
Insurance premiums and claims	-	5,555,651	330,088	922,429	6,808,168
Depreciation	14,150	4,968	27,156	5,583	51,857
Miscellaneous	5,138	-	-	383	5,521
Total operating expenses	1,943,055	6,283,390	569,819	1,030,830	9,827,094
Operating income (loss)	(50,836)	(766,191)	83,346	(944,592)	(1,678,273)
NONOPERATING REVENUES (EXPENSES)					
Investment income	-	36,408	46,374	-	82,782
Total nonoperating revenues (expenses)	-	36,408	46,374	-	82,782
Income (loss) before transfers	(50,836)	(729,783)	129,720	(944,592)	(1,595,491)
Transfers in	-	1,350,000	-	1,020,000	2,370,000
Transfers out	-	-	(170,000)	-	(170,000)
Total transfers	-	1,350,000	(170,000)	1,020,000	2,200,000
Change in net position	(50,836)	620,217	(40,280)	75,408	604,509
Net position, beginning	1,117,531	2,378,720	1,726,768	979,750	6,202,769
Net position, ending	\$ 1,066,695	\$ 2,998,937	\$ 1,686,488	\$ 1,055,158	\$ 6,807,278

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Cash Flows - Internal Service Funds
Year Ended June 30, 2019

	<u>Fleet Maintenance</u>	<u>Workers Compensation</u>	<u>Employee Health Care</u>	<u>Property and Casualty</u>	<u>Total</u>
CASH FROM OPERATING ACTIVITIES					
Cash received from customers	\$ 1,923,747	\$ 653,165	\$ 5,216,066	\$ 86,238	\$ 7,879,216
Payments to employees	(712,937)	(51,027)	-	(24,737)	(788,701)
Cash payments to suppliers	(1,187,588)	(169,844)	(1,497,261)	(71,274)	(2,925,967)
Claims paid	-	(293,489)	(5,104,900)	(917,642)	(6,316,031)
Net cash provided (used in) provided by operating activities	<u>23,222</u>	<u>138,805</u>	<u>(1,386,095)</u>	<u>(927,415)</u>	<u>(2,151,483)</u>
CASH FROM NONCAPITAL FINANCING ACTIVITIES					
Transfers from other funds	-	-	1,350,000	1,020,000	2,370,000
Transfers to other funds	-	(170,000)	-	-	(170,000)
Net cash provided by (used in) noncapital financing activities	<u>-</u>	<u>(170,000)</u>	<u>1,350,000</u>	<u>1,020,000</u>	<u>2,200,000</u>
CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Purchase of capital assets	(7,884)	(5,098)	-	-	(12,982)
Net cash (used in) capital and related financing activities	<u>(7,884)</u>	<u>(5,098)</u>	<u>-</u>	<u>-</u>	<u>(12,982)</u>
CASH FROM INVESTING ACTIVITIES					
Interest received	-	46,294	36,100	-	82,394
Purchase of investments	-	(36,131)	(521,023)	-	(557,154)
Net provided (used in) provided by investing activities	<u>-</u>	<u>10,163</u>	<u>(484,923)</u>	<u>-</u>	<u>(474,760)</u>
Net cash increase (decreases) in cash and cash equivalents	15,338	(26,130)	(521,018)	92,585	(439,225)
Cash and cash equivalents at beginning of period	754,893	460,781	1,547,026	988,472	3,751,172
Cash and cash equivalents at end of period	<u>\$ 770,231</u>	<u>\$ 434,651</u>	<u>\$ 1,026,008</u>	<u>\$ 1,081,057</u>	<u>\$ 3,311,947</u>
Reconciliation of operating income to net cash used in operating activities					
Operating income (loss)	\$ (50,836)	\$ 83,346	\$ (766,191)	\$ (944,592)	\$ (1,678,273)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities					
Depreciation	14,150	27,156	4,968	5,583	51,857
Changes in assets and liabilities:					
Inventories	7,621	-	-	-	7,621
Accounts receivable	31,528	-	(301,133)	-	(269,605)
Prepaid items	-	-	(766,126)	-	(766,126)
Accounts payable	11,767	(8,566)	(8,364)	6,575	1,412
Compensated absences	6,893	-	-	-	6,893
Accrued payroll	2,099	270	-	232	2,601
Insurance claims payable	-	36,599	450,751	4,787	492,137
Net cash provided by (used in) operating activities	<u>\$ 23,222</u>	<u>\$ 138,805</u>	<u>\$ (1,386,095)</u>	<u>\$ (927,415)</u>	<u>\$ (2,151,483)</u>

See accompanying independent auditor's report.

NONMAJOR GOVERNMENTAL FUNDS

AGENCY FUNDS

Agency funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments, and/or other funds.

Claims Fund

Imprest vendor paying agent for all governmental funds.

Payroll Fund

Imprest paying agent for City payroll.

Tourist & Convention Fund

This fund is used to account for the collection of a 4% hotel, motel transient room tax and payment to the Bowling Green Area Convention and Visitors Bureau and The Convention Center Corporation.

Tax Distribution Fund

This fund is used to account for property tax collections and disbursement to General Fund and the Bowling Green Independent School System for property taxes billed and collected by the City on its behalf.

Treasurer's Distribution Fund

This fund is used to account for collection of miscellaneous receipts requiring disbursement to other outside agencies.

Evidence Storage Fund

This fund is used to account for cash collected as police evidence.

Bowling Green/Warren County Adjusted TIF Incremental Fund

This fund is used to account for TIF revenues based on an agreement with Warren County. The associated investment account is jointly shared with Warren County with available cash pledged to the County to cover debt shortfalls on the 2016 Industrial Revenue Bonds.

Workforce Innovation & Opportunity Act Fund

The City was selected to provide fiscal agent services for the South-Central Kentucky Workforce Development Board (SCWDB) for a two-year period effective July 1, 2016 through June 30, 2018. This fund was used to account for the receipt of grant funds and the disbursement of the grant funds as directed by the SCWDB. As of June 30, 2019, this fund is no longer in use and has a \$0 balance.

City of Bowling Green, Kentucky
Combining Statement of Changes in Assets and Liabilities - Agency Funds
Year Ended June 30, 2019

	Balance July 1, 2018	Additions	Deductions	Balance June 30, 2019
CLAIMS FUND				
Assets				
Non-pooled cash and cash equivalents	\$ 1,754,957	\$ 138,122,455	\$ 138,193,571	\$ 1,683,841
Liabilities				
Other liabilities	\$ 1,754,957	\$ 138,122,455	\$ 138,193,571	\$ 1,683,841
PAYROLL FUND				
Assets				
Non-pooled cash and cash equivalents	\$ 18,334	\$ 41,204,841	\$ 41,206,572	\$ 16,603
Liabilities				
Other liabilities	\$ 18,334	\$ 41,204,841	\$ 41,206,572	\$ 16,603
TOURIST & CONVENTION FUND				
Assets				
Pooled cash and cash equivalents	\$ -	\$ 2,232,309	\$ 2,232,309	\$ -
Liabilities				
Due to Tourist Commission	\$ -	\$ 1,687,667	\$ 1,687,667	\$ -
Due to Convention Center Corp.	-	544,642	544,642	-
Total liabilities	\$ -	\$ 2,232,309	\$ 2,232,309	\$ -
TAX DISTRIBUTION FUND				
Assets				
Pooled cash and cash equivalents	\$ -	\$ 13,412,806	\$ 13,412,806	\$ -
Liabilities				
Due to other taxing units - School Board	-	13,137,872	13,137,872	-
Other liabilities	-	274,934	274,934	-
Total liabilities	\$ -	\$ 13,412,806	\$ 13,412,806	\$ -
TREASURER'S DISTRIBUTION FUND				
Assets				
Pooled cash and cash equivalents	\$ -	\$ 216,036	\$ 216,036	\$ -
Liabilities				
Due to other governmental units	\$ -	\$ 216,036	\$ 216,036	\$ -

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Changes in Assets and Liabilities - Agency Funds
Year Ended June 30, 2019

	Balance July 1, 2018	Additions	Deductions	Balance June 30, 2019
Assets				
Pooled cash and cash equivalents	\$ 6,431	\$ 89,715	\$ 29,308	\$ 66,838
Investments	168,413	-	77,409	91,004
Total assets	<u>\$ 174,844</u>	<u>\$ 89,715</u>	<u>\$ 106,717</u>	<u>\$ 157,842</u>
Liabilities				
Due to other governments	<u>\$ 174,844</u>	<u>\$ 89,715</u>	<u>\$ 106,717</u>	<u>\$ 157,842</u>
EVIDENCE STORAGE FUND				
Assets				
Pooled cash and cash equivalents	<u>\$ 146,415</u>	<u>\$ 60,099</u>	<u>\$ 20,091</u>	<u>\$ 186,423</u>
Liabilities				
Due to other governmental units	<u>\$ 146,415</u>	<u>\$ 60,099</u>	<u>\$ 20,091</u>	<u>\$ 186,423</u>
WORKFORCE INNOVATION & OPPORTUNITY ACT FUND				
Assets				
Pooled cash and cash equivalents	\$ 60,005	\$ 161,597	\$ 221,602	\$ -
Receivable from other government	161,598	-	161,598	-
Total assets	<u>\$ 221,603</u>	<u>\$ 161,597</u>	<u>\$ 383,200</u>	<u>\$ -</u>
Liabilities				
Due to So. Central KY Workforce Dev. Board	<u>\$ 221,603</u>	<u>\$ 161,597</u>	<u>\$ 383,200</u>	<u>\$ -</u>
TOTALS - ALL AGENCY FUNDS				
Assets				
Pooled cash and cash equivalents	\$ 212,851	\$ 16,172,562	\$ 16,132,152	\$ 253,261
Non-pooled cash and cash equivalents	1,773,291	179,327,296	179,400,143	1,700,444
Investments	168,413	-	77,409	91,004
Receivable from other government	161,598	-	161,598	-
Total assets	<u>\$ 2,316,153</u>	<u>\$ 195,499,858</u>	<u>\$ 195,771,302</u>	<u>\$ 2,044,709</u>
Liabilities				
Due to Tourist Commission	-	1,687,667	1,687,667	-
Due to Convention Center Corp.	-	544,642	544,642	-
Due to other taxing units - School Board	-	13,137,872	13,137,872	-
Due to other governmental units	321,259	365,850	342,844	344,265
Due to So. Central KY Workforce Dev. Board	221,603	161,597	383,200	-
Other liabilities	1,773,291	179,602,230	179,675,077	1,700,444
Total liabilities	<u>\$ 2,316,153</u>	<u>\$ 195,499,858</u>	<u>\$ 195,771,302</u>	<u>\$ 2,044,709</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Combining Statement of Net Position - Component Unit - Bowling Green Municipal Utilities
June 30, 2019

	Bowling Green Municipal Utilities			
	Electric Division	Water-Sewer Division	General Services Division	Total
ASSETS				
Non-pooled cash and cash equivalents	\$ 16,176,548	\$ 10,193,765	\$ 1,311,066	\$ 27,681,379
Receivables (net of allowances for uncollectibles):				
Accounts	6,739,028	1,469,167	16,834	8,225,029
Other receivables	108,104	110,583	-	218,687
Inventories	1,028,831	291,547	84,573	1,404,951
Prepaid items	265,445	134,546	10,208	410,199
Prepayment to TVA	1,946,368	-	-	1,946,368
Investments and restricted funds	1,246,706	67,611,681	-	68,858,387
Other assets	104,144	126,578	191,505	422,227
Due from component units	138,321	3,247,918	41,887	3,428,126
Capital assets, net of accumulated depreciation				
Non-depreciable	993,884	7,587,314	567,396	9,148,594
Depreciable	57,095,329	134,485,345	4,146,575	195,727,249
Total assets	<u>\$ 85,842,708</u>	<u>\$ 225,258,444</u>	<u>\$ 6,370,044</u>	<u>\$ 317,471,196</u>
DEFERRED OUTFLOWS				
Outflows for pensions	2,656,052	3,035,507	396,884	6,088,443
Outflows for OPEB	1,105,472	1,166,111	168,390	2,439,973
Deferred amounts from refunding debt	89,460	399,353	-	488,813
Total deferred outflows	<u>3,850,984</u>	<u>4,600,971</u>	<u>565,274</u>	<u>9,017,229</u>
Total assets and deferred outflows of resources	<u>89,693,692</u>	<u>229,859,415</u>	<u>6,935,318</u>	<u>326,488,425</u>
LIABILITIES				
Vouchers and accounts payable	7,789,282	1,283,886	548,909	9,622,077
Compensated absences payable	533,957	291,016	-	824,973
Accrued interest payable	940,311	90,556	-	1,030,867
Due to component units	480,697	138,321	-	619,018
Customer deposits	6,305,804	600	-	6,306,404
Other current liabilities	903,929	353,581	116,815	1,374,325
Net pension liability	14,045,652	14,350,163	2,008,815	30,404,630
Compensated absences payable, noncurrent	227,126	210,078	-	437,204
Net OPEB liability	4,015,838	4,235,943	611,610	8,863,391
Customer advances, noncurrent	56,950	-	-	56,950
Noncurrent liabilities				
Due within one year	495,000	4,786,262	605,598	5,886,860
Due in more than one year	9,104,770	120,105,008	1,797,044	131,006,822
Total liabilities	<u>44,899,316</u>	<u>145,845,414</u>	<u>5,688,791</u>	<u>196,433,521</u>
DEFERRED INFLOWS OF RESOURCES				
Inflows for pension	495,247	545,930	86,183	1,127,360
Inflows for OPEB	820,471	877,035	131,381	1,828,887
Total deferred inflows of resources	<u>1,315,718</u>	<u>1,422,965</u>	<u>217,564</u>	<u>2,956,247</u>
NET POSITION				
Net investment in capital assets	48,489,443	73,288,655	2,311,329	124,089,427
Restricted	1,246,706	9,714,444	-	10,961,150
Unrestricted	(6,257,491)	(412,063)	(1,282,366)	(7,951,920)
Total net position	<u>\$ 43,478,658</u>	<u>\$ 82,591,036</u>	<u>\$ 1,028,963</u>	<u>\$ 127,098,657</u>

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Statement of Activities - Component Unit
June 30, 2019

Function/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position			
	Expenses	Charges for services	Operating Contributions	Capital Contributions	Electric System	Water and Sewer System	General Services	Totals
Electric Division	\$ 89,959,467	\$ 89,093,316	\$ -	\$ -	\$ (866,151)	\$ -	\$ -	\$ (866,151)
Water-Sewer Division	25,015,932	27,821,501	-	1,114,278	-	3,919,847	-	3,919,847
General Services Division	3,988,413	4,303,569	-	-	-	-	315,156	315,156
Total component units	<u>\$ 118,963,812</u>	<u>\$ 121,218,386</u>	<u>\$ -</u>	<u>1,114,278</u>	<u>(866,151)</u>	<u>3,919,847</u>	<u>315,156</u>	<u>3,368,852</u>
GENERAL REVENUES								
Investment income					289,939	733,588	1,095	1,024,622
Merchandising revenues					119,164	-	17,050	136,214
Gain (loss) on sale of assets					-	27,178	(4,433)	22,745
Total general revenues					<u>409,103</u>	<u>760,766</u>	<u>13,712</u>	<u>1,183,581</u>
Change in net position					(457,048)	4,680,613	328,868	4,552,433
Net position, beginning of year					<u>43,935,706</u>	<u>77,910,423</u>	<u>700,095</u>	<u>122,546,224</u>
Net position, end of year					<u>\$ 43,478,658</u>	<u>\$ 82,591,036</u>	<u>\$ 1,028,963</u>	<u>\$ 127,098,657</u>

See accompanying independent auditor's report.

STATISTICAL SECTION

The Statistical Section of the City of Bowling Green's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

Financial Trends: Schedules 1 - 4

These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.

Revenue Capacity: Schedules 5 - 10

These schedules contain information to help the reader assess the government's most significant local revenue sources.

Debt Capacity: Schedules 11 - 19

These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and ability to issue additional debt in the future.

Demographic and Economic Information: Schedules 20 - 21

These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.

Operating Information: Schedules 22 - 24

These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.

Schedule 1
City of Bowling Green, Kentucky
Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
GOVERNMENTAL ACTIVITIES										
Net investment in capital assets	\$ 194,988,348	\$ 190,037,852	\$ 176,973,806	\$ 164,964,407	\$ 156,304,559 ^(a)	\$ 155,028,352	\$ 137,092,802	\$ 135,364,894	\$ 124,378,964	\$ 115,406,434
Restricted	33,016,893	27,832,630	29,267,444	27,174,588	19,415,538	13,291,912	9,755,642	8,334,411	7,678,890	8,489,209
Unrestricted	<u>(48,596,491)</u>	<u>(46,835,736)</u>	<u>(43,014,659) ^(c)</u>	<u>(31,716,893)</u>	<u>(28,174,114) ^(b)</u>	<u>(29,848,657) ^(b)</u>	<u>22,355,235</u>	<u>14,779,013</u>	<u>11,861,503</u>	<u>10,322,628</u>
Total governmental activities net position	<u>\$ 179,408,750</u>	<u>\$ 171,034,746</u>	<u>\$ 163,226,591</u>	<u>\$ 160,422,102</u>	<u>\$ 147,545,983</u>	<u>\$ 138,471,607</u>	<u>\$ 169,203,679</u>	<u>\$ 158,478,318</u>	<u>\$ 143,919,357</u>	<u>\$ 134,218,271</u>
BUSINESS-TYPE ACTIVITIES										
Net investment in capital assets	\$ 6,885,053	\$ 6,422,149	\$ 5,103,874	\$ 4,524,334	\$ 4,061,947 ^(a)	\$ 1,797,454	\$ 6,831,728	\$ 6,697,127	\$ 6,601,646	\$ 6,073,639
Unrestricted	<u>8,893,007</u>	<u>8,172,717</u>	<u>8,202,715</u>	<u>7,840,586</u>	<u>6,715,057</u>	<u>8,057,826</u>	<u>6,966,658</u>	<u>5,855,494</u>	<u>5,109,640</u>	<u>4,408,480</u>
Total business-type activities net position	<u>\$ 15,778,060</u>	<u>\$ 14,594,866</u>	<u>\$ 13,306,589</u>	<u>\$ 12,364,920</u>	<u>\$ 10,777,004</u>	<u>\$ 9,855,280</u>	<u>\$ 13,798,386</u>	<u>\$ 12,552,621</u>	<u>\$ 11,711,286</u>	<u>\$ 10,482,119</u>
Primary government										
Net investment in capital assets	\$ 201,873,401	\$ 196,460,001	\$ 182,077,680	\$ 169,488,741	\$ 160,366,506	\$ 156,825,806	\$ 143,924,530	\$ 142,062,021	\$ 130,980,610	\$ 121,480,073
Restricted	33,016,893	27,832,630	29,267,444	27,174,588	19,415,538	13,291,912	9,755,642	8,334,411	7,678,890	8,489,209
Unrestricted	<u>(39,703,484)</u>	<u>(38,663,019)</u>	<u>(34,811,944) ^(c)</u>	<u>(23,876,307)</u>	<u>(21,459,057)</u>	<u>(21,790,831)</u>	<u>29,321,893</u>	<u>20,634,507</u>	<u>16,971,143</u>	<u>14,731,108</u>
Total governmental activities program revenues	<u>\$ 195,186,810</u>	<u>\$ 185,629,612</u>	<u>\$ 176,533,180</u>	<u>\$ 172,787,022</u>	<u>\$ 158,322,987</u>	<u>\$ 148,326,887</u>	<u>\$ 183,002,065</u>	<u>\$ 171,030,939</u>	<u>\$ 155,630,643</u>	<u>\$ 144,700,390</u>

Notes:

(a) Golf and Aquatics enterprise funds were reclassified as governmental activities-effective July 1, 2014.

(b) The City implemented GASB 68 effective for period ending June 30, 2015, which resulted in a restatement of FY2014 ending balances.

(c) The City implemented GASB 75 effective for period ending June 30, 2018, which resulted in a restatement of the FY2017 ending balances.

See accompanying independent auditor's report.

Schedule 2
City of Bowling Green, Kentucky
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
EXPENSES										
Governmental activities:										
General government	\$ 28,296,834	\$ 29,613,361	\$ 36,558,180 ^(c)	\$ 19,038,235	\$ 16,081,900	\$ 14,940,954	\$ 16,265,264	\$ 15,273,247	\$ 15,155,819	\$ 12,874,758
Public safety	26,264,868	24,490,523	24,581,788	23,723,294	25,081,145	24,384,208	23,180,539	22,297,308	21,843,704	22,477,932
Public works	12,669,001	12,284,494	10,619,939	9,547,794	15,513,082	8,781,909	6,207,967	7,576,164	6,700,923	7,782,325
Parks and recreation	6,808,361	7,256,246	7,623,720	7,751,367	7,434,798 ^(b)	4,899,266	5,280,474	5,011,216	5,478,404	4,895,725
Neighborhood and comm. services	5,278,766	6,203,076	5,436,759	5,014,886	4,308,565	3,734,515	4,787,160	5,158,144	4,948,826	4,739,011
Agency services ^(d)	2,494,955	2,231,558	2,028,787	1,950,663	1,267,637	1,362,100	1,070,544	1,341,318	1,238,015	2,446,270
Interest expense	5,100,598	3,206,275	2,828,885	3,999,109	5,931,620	6,869,043	7,568,802	6,498,659	5,670,703	6,789,892
Total governmental activities	<u>86,913,383</u>	<u>85,285,533</u>	<u>89,678,058</u>	<u>71,025,348</u>	<u>75,618,747</u>	<u>64,971,995</u>	<u>64,360,750</u>	<u>63,156,056</u>	<u>61,036,394</u>	<u>62,005,913</u>
Business-type activities:										
Golf course	-	-	-	-	- ^(b)	1,750,045	2,066,604	2,759,341	2,366,430	2,323,270
Aquatics	-	-	-	-	- ^(b)	884,164	885,993	919,636	871,429	849,210
Convention Center	759,492	522,084	975,317	471,616	715,458	984,699	673,102	904,908	607,015	823,333
Total business-type activities	<u>759,492</u>	<u>522,084</u>	<u>975,317</u>	<u>471,616</u>	<u>715,458</u>	<u>3,618,908</u>	<u>3,625,699</u>	<u>4,583,885</u>	<u>3,844,874</u>	<u>3,995,813</u>
Total primary government expenses	<u>\$ 87,672,875</u>	<u>\$ 85,807,617</u>	<u>\$ 90,653,375</u>	<u>\$ 71,496,964</u>	<u>\$ 76,334,205</u>	<u>\$ 68,590,903</u>	<u>\$ 67,986,449</u>	<u>\$ 67,739,941</u>	<u>\$ 64,881,268</u>	<u>\$ 66,001,726</u>
PROGRAM REVENUES										
Governmental activities:										
Charges for services:										
General government	\$ 2,321,805	\$ 2,505,897	\$ 2,529,394	\$ 2,865,512	\$ 2,084,612	\$ 1,898,623	\$ 4,650,906	\$ 3,728,986	\$ 3,415,888	\$ 3,095,600
Public Safety	203,395	212,534	268,958	244,291	239,223	259,539	252,181	269,502	187,098	187,228
Parks and recreation	1,984,074	2,064,862	2,013,933	2,257,783	1,942,755	381,975	380,360	389,486	398,333	421,798
Operating grants and contributions	11,337,808	11,533,016	11,268,936	10,084,318	9,338,213	9,387,792	9,538,468	7,308,403	8,425,923	8,986,469
Capital grants and contributions	4,634,679	4,501,727	4,898,262	1,844,479	7,396,801	4,544,651	5,169,106	13,461,928	9,941,334	8,339,284
Total governmental activities program revenues	<u>20,481,761</u>	<u>20,818,036</u>	<u>20,979,483</u>	<u>17,296,383</u>	<u>21,001,604</u>	<u>16,472,580</u>	<u>19,991,021</u>	<u>25,158,305</u>	<u>22,368,576</u>	<u>21,030,379</u>
Business-type activities:										
Charges for services										
Golf course	-	-	-	-	-	1,247,622	1,368,727	1,438,517	1,275,821	1,316,218
Aquatics	-	-	-	-	-	449,284	477,508	649,347	578,532	518,834
Convention center	173,447	162,997	160,600	201,378	183,961	210,800	212,823	205,503	216,665	214,459
Total business-type activities program revenues	<u>173,447</u>	<u>162,997</u>	<u>160,600</u>	<u>201,378</u>	<u>183,961</u>	<u>1,907,706</u>	<u>2,059,058</u>	<u>2,293,367</u>	<u>2,071,018</u>	<u>2,049,511</u>
Total primary government program revenues	<u>\$ 20,655,208</u>	<u>\$ 20,981,033</u>	<u>\$ 21,140,083</u>	<u>\$ 17,497,761</u>	<u>\$ 21,185,565</u>	<u>\$ 18,380,286</u>	<u>\$ 22,050,079</u>	<u>\$ 27,451,672</u>	<u>\$ 24,439,594</u>	<u>\$ 23,079,890</u>
NET (EXPENSE)/REVENUE										
Governmental activities	\$ (66,431,622)	\$ (64,467,497)	\$ (68,698,575)	\$ (53,728,965)	\$ (54,617,143)	\$ (48,499,415)	\$ (44,369,729)	\$ (37,997,751)	\$ (38,667,818)	\$ (40,975,534)
Business-type activities	(586,045)	(359,087)	(814,717)	(270,238)	(531,497)	(1,711,202)	(1,566,641)	(2,290,518)	(1,773,856)	(1,946,302)
Total primary government net expense	<u>\$ (67,017,667)</u>	<u>\$ (64,826,584)</u>	<u>\$ (69,513,292)</u>	<u>\$ (53,999,203)</u>	<u>\$ (55,148,640)</u>	<u>\$ (50,210,617)</u>	<u>\$ (45,936,370)</u>	<u>\$ (40,288,269)</u>	<u>\$ (40,441,674)</u>	<u>\$ (42,921,836)</u>

See accompanying independent auditor's report.

Schedule 2
City of Bowling Green, Kentucky
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
GENERAL REVENUES AND OTHER CHANGES IN NET POSITION										
Governmental activities:										
General revenues										
Property taxes	\$ 14,963,337	\$ 14,289,761	\$ 13,342,889	\$ 12,988,729	\$ 12,760,797	\$ 12,253,118	\$ 11,763,153	\$ 11,377,484	\$ 11,220,959	\$ 11,346,706
Insurance premium taxes	4,477,026	4,239,887	4,096,944	3,839,322	3,660,165	3,545,527	3,342,087	3,156,411	3,087,621	3,140,598
Wages and net profits	53,636,444	53,488,756	53,840,825	48,670,998	46,774,186	43,188,734	41,392,272	39,490,949	37,220,689	35,502,869
Investment income	850,604	101,498	125,424	462,415	362,436	597,329	644,577	815,700	886,084	1,031,911
Gain on sale of capital assets	539,129	(21,381)	165,492	368,040	223,557	(98,712)	53,678	-	(1,839,170)	-
Miscellaneous	1,282,594	1,135,708	941,112	1,262,660	724,169	562,905	251,083	262,868	270,561	144,527
Transfers	(943,508)	(958,577)	(1,009,622)	(987,080)	(813,791)	(2,044,823)	(2,351,760)	(2,546,700)	(2,477,840)	(2,538,083)
Total governmental activities	<u>74,805,626</u>	<u>72,275,652</u>	<u>71,503,064</u>	<u>66,605,084</u>	<u>63,691,519</u>	<u>58,004,078</u>	<u>55,095,090</u>	<u>52,556,712</u>	<u>48,368,904</u>	<u>48,628,528</u>
Business-type activities:										
General revenues										
Property tax ^(a)	-	112,987	111,542	114,542	96,848	100,322	-	-	-	-
Transient room tax	544,642	564,518	590,019	559,040	450,592	405,516	460,640	432,158	420,300	382,340
Investment earnings	276,089	11,282	21,327	177,491	91,990	85,883	6	152,995	84,510	70,646
Miscellaneous	5,000	-	23,877	20,000	-	35	-	-	20,373	-
Transfers	943,508	958,577	1,009,622	987,080	813,791	2,044,823	2,351,760	2,546,700	2,477,840	2,538,083
Total business-type activities	<u>1,769,239</u>	<u>1,647,364</u>	<u>1,756,387</u>	<u>1,858,153</u>	<u>1,453,221</u>	<u>2,636,579</u>	<u>2,812,406</u>	<u>3,131,853</u>	<u>3,003,023</u>	<u>2,991,069</u>
Total primary government	<u>\$ 76,574,865</u>	<u>\$ 73,923,016</u>	<u>\$ 73,259,451</u>	<u>\$ 68,463,237</u>	<u>\$ 65,144,740</u>	<u>\$ 60,640,657</u>	<u>\$ 57,907,496</u>	<u>\$ 55,688,565</u>	<u>\$ 51,371,927</u>	<u>\$ 51,619,597</u>
CHANGES IN NET POSITION										
Governmental activities	\$ 8,374,004	\$ 7,808,155	\$ 2,804,489	\$ 12,876,119	\$ 9,074,376	\$ 9,504,663	\$ 10,725,361	\$ 14,558,961	\$ 9,701,086	\$ 7,652,994
Business-type activities	1,183,194	1,288,277	941,670	1,587,915	921,724	925,377	1,245,765	841,335	1,229,167	1,044,767
Total primary government	<u>\$ 9,557,198</u>	<u>\$ 9,096,432</u>	<u>\$ 3,746,159</u>	<u>\$ 14,464,034</u>	<u>\$ 9,996,100</u>	<u>\$ 10,430,040</u>	<u>\$ 11,971,126</u>	<u>\$ 15,400,296</u>	<u>\$ 10,930,253</u>	<u>\$ 8,697,761</u>

Notes:

- (a) Property taxes for business-type activities were previously reported on transient room tax line.
- (b) Golf and Aquatics enterprise funds were reclassified as governmental activities-effective July 1, 2014.
- (c) Implementation of GASB 75 resulted in the restatement of FY2017 balances.
- (d) Agency services was previously listed as Community Services prior to FY2018.

See accompanying independent auditor's report.

Schedule 3
City of Bowling Green, Kentucky
Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
General Fund										
Nonspendable	\$ 293,526	\$ 209,367	\$ 200,384	\$ 223,820	\$ 217,129	\$ 190,343	\$ 102,022	\$ 110,067	\$ 116,591	\$ -
Reserved	-	-	-	-	-	-	-	-	-	580,258
Restricted	-	-	-	9,838	2,289	-	-	-	28,381	-
Committed	18,517,250	17,378,000	16,268,250	12,052,100	11,772,500	10,716,400	10,476,400	10,142,001	7,153,358	-
Assigned	1,664,918	2,714,255	2,986,496	3,236,165	5,234,158	2,367,637	4,147,690	3,946,030	2,350,558	-
Unassigned	7,522,491	7,274,446	5,915,385	5,763,288	5,295,615	5,904,641	4,084,127	4,288,920	8,083,626	-
Unreserved	-	-	-	-	-	-	-	-	-	16,393,728
Total general fund	<u>\$ 27,998,185</u>	<u>\$ 27,576,068</u>	<u>\$ 25,370,515</u>	<u>\$ 21,285,211</u>	<u>\$ 22,521,691</u>	<u>\$ 19,179,021</u>	<u>\$ 18,810,239</u>	<u>\$ 18,487,018</u>	<u>\$ 17,732,514</u>	<u>\$ 16,973,986</u>
All Other Governmental Funds										
Restricted	\$ 5,068,565	\$ 5,380,045	\$ 5,620,593	\$ 6,625,289	\$ 6,001,112	\$ 11,555,838	\$ 17,445,124	\$ 17,804,417	\$ 20,223,543	\$ 4,992,442
Committed	8,364,297	7,061,227	5,664,499	5,314,947	4,989,083	4,722,507	4,093,440	3,875,464	-	-
Assigned	32,166,811	26,823,810	27,265,386	24,482,158	16,722,160	15,074,918	11,005,485	9,810,617	11,382,712	-
Unreserved, reported in:										
Special Revenue funds	-	-	-	-	-	-	-	-	-	25,691,575
Capital Projects funds	-	-	-	-	-	-	-	-	-	3,285,091
Permanent Fund	-	-	-	-	-	-	-	-	-	36,806
Total all other governmental funds	<u>\$ 45,599,673</u>	<u>\$ 39,265,082</u>	<u>\$ 38,550,478</u>	<u>\$ 36,422,394</u>	<u>\$ 27,712,355</u>	<u>\$ 31,353,263</u>	<u>\$ 32,544,049</u>	<u>\$ 31,490,498</u>	<u>\$ 31,606,255</u>	<u>\$ 34,005,914</u>

Notes:

Implementation of GASB Statement 54 resulted in the following new governmental fund balance classifications:

Nonspendable

Committed

Assigned

Unassigned

Effective with FY2011, the unreserved governmental fund balance is eliminated.

Golf and Aquatics enterprise funds were reclassified as governmental activities-effective July 1, 2014.

See accompanying independent auditor's report.

Schedule 4
City of Bowling Green, Kentucky
Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
REVENUES										
Taxes	\$ 14,963,337	\$ 14,289,500	\$ 13,342,888	\$ 12,988,729	\$ 12,642,600	\$ 12,149,933	\$ 11,642,257	\$ 11,233,161	\$ 11,094,132	\$ 11,174,838
Insurance premium taxes	4,477,026	4,239,886	4,096,944	3,839,322	3,660,165	3,545,527	3,342,087	3,131,426	3,087,621	3,140,598
Wages and net profits	53,299,530	53,166,070	53,531,170	48,503,596	46,774,184	43,188,734	41,392,272	39,490,949	37,218,764	35,502,869
License and permits	1,651,384	1,701,660	1,751,842	1,877,089	1,315,429	1,053,434	1,196,829	1,225,876	1,008,531	1,164,737
Intergovernmental	12,304,712	11,057,249	10,396,702	9,753,351	9,847,448	9,761,879	9,699,484	10,282,887	10,490,457	12,457,418
Investment income	767,820	105,612	97,235	400,194	313,327	539,104	597,234	709,096	774,589	940,504
Charges for services	704,966	734,205	768,490	680,960	657,839	673,241	655,280	617,189	572,038	616,196
Parks and recreation	1,969,355	1,995,776	1,939,935	2,125,466	1,918,822	348,223	345,951	352,727	379,821	410,111
Rent income	448,653	1,026,513	1,342,225	1,814,788	1,289,025	1,303,456	3,698,284	1,418,056	1,410,533	976,868
Miscellaneous	1,282,984 ^(a)	2,266,979	1,829,821	1,396,401	2,382,712	2,207,881	2,045,088	678,284	1,007,904	492,125
Judgements and settlements	20,128 ^(a)	-	-	-	-	-	-	-	-	-
Contributions and donations	672,940 ^(a)	-	-	-	-	-	-	-	-	-
Total revenues	<u>92,562,835</u>	<u>90,583,450</u>	<u>89,097,252</u>	<u>83,379,896</u>	<u>80,801,551</u>	<u>74,771,412</u>	<u>74,614,766</u>	<u>69,139,651</u>	<u>67,044,390</u>	<u>66,876,264</u>
EXPENDITURES										
General government	6,692,053	6,769,970	5,934,999	6,119,394	5,814,708	5,322,276	5,929,691	6,416,600	6,319,543	6,753,844
Public safety	30,774,254	27,778,478	27,700,034	26,783,559	26,415,077	26,050,921	26,153,318	24,472,880	23,911,824	24,774,100
Public works	11,228,476	11,128,150	11,199,847	9,667,731	9,239,652	7,442,511	7,611,230	7,879,907	7,330,975	7,590,188
Parks and recreation	7,399,742	7,989,232	8,901,111	7,388,710	7,553,819	5,495,961	5,733,383	5,298,687	5,591,502	4,986,858
Neighborhood and community services	5,752,833	5,763,596	5,526,287	5,079,148	5,011,788	4,991,338	4,979,298	5,756,566	5,194,215	6,937,549
Agency services ^(b)	2,453,955	2,383,078	2,434,543	2,344,663	1,642,637	2,037,928	423,326	625,098	461,995	751,278
Capital outlay	7,424,050	14,486,238	5,989,737	4,100,590	7,316,707	6,092,831	3,883,548	2,491,802	5,879,013	5,675,679
Debt service										
Principal	8,924,715	9,369,543	9,834,543	8,332,286	12,229,806	12,979,281	10,131,855	7,391,770	6,798,046	5,489,095
Interest	<u>2,551,342</u>	<u>2,736,324</u>	<u>3,028,788</u>	<u>3,992,515</u>	<u>4,470,886</u>	<u>4,801,181</u>	<u>5,315,979</u>	<u>5,632,984</u>	<u>6,145,566</u>	<u>6,655,188</u>
Total expenditures	<u>83,201,420</u>	<u>88,404,609</u>	<u>80,549,889</u>	<u>73,808,596</u>	<u>79,695,080</u>	<u>75,214,228</u>	<u>70,161,628</u>	<u>65,966,294</u>	<u>67,632,679</u>	<u>69,613,779</u>
Excess (deficiency) of revenues over (under) expenditures	9,361,415	2,178,841	8,547,363	9,571,300	1,106,471	(442,816)	4,453,138	3,173,357	(588,289)	(2,737,515)

See accompanying independent auditor's report.

Schedule 4
Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
OTHER FINANCING SOURCES (USES)										
Transfers in	21,845,937	19,007,257	19,092,756	21,421,164	16,008,355	17,052,527	12,547,232	13,721,906	10,727,493	14,823,177
Transfers out	(24,989,445)	(21,915,834)	(21,652,377)	(23,630,744)	(17,522,146)	(19,747,350)	(15,632,723)	(16,452,014)	(13,105,332)	(17,011,260)
Premium on general obligation bonds	-	-	-	-	359,645	-	-	-	-	-
Discount on general obligation bonds	-	-	-	-	(95,408)	-	-	-	-	-
Capital lease proceeds	-	3,531,021	-	-	-	-	-	-	1,309,391	-
Proceeds from bond refunding	-	-	-	39,845,000	9,345,485	-	4,099,807	7,409,463	29,627,561	-
Payment to refunded bonds redeemed	-	-	-	-	-	-	170,747	-	-	-
Payment to refunded debt escrow agent	-	-	-	(42,259,385)	(9,605,241)	-	(4,281,161)	(7,718,497)	(29,627,561)	-
Premium from bond refunding	-	-	-	2,085,795	-	-	19,731	319,639	-	-
Proceeds from sale of capital assets	538,801	118,872	225,645	440,429	104,601	267,853	-	184,893	15,604	66,383
Total other financing sources (uses)	<u>(2,604,707)</u>	<u>741,316</u>	<u>(2,333,976)</u>	<u>(2,097,741)</u>	<u>(1,404,709)</u>	<u>(2,426,970)</u>	<u>(3,076,367)</u>	<u>(2,534,610)</u>	<u>(1,052,844)</u>	<u>(2,121,700)</u>
Net change in fund balances	<u>\$ 6,756,708</u>	<u>\$ 2,920,157</u>	<u>\$ 6,213,387</u>	<u>\$ 7,473,559</u>	<u>\$ (298,238)</u>	<u>\$ (2,869,786)</u>	<u>\$ 1,376,771</u>	<u>\$ 638,747</u>	<u>\$ (1,641,133)</u>	<u>\$ (4,859,215)</u>
Debt service as a percentage of noncapital expenditures	15.73 %	17.01 %	18.76 %	17.59 %	23.93 %	26.14 %	24.37 %	24.37 %	22.78 %	21.03 %

Note: Golf and Aquatics enterprise funds were reclassified as governmental activities-effective July 1, 2014.
(a) Prior to FY2019, Judgements and settlements and Contributions and donations were previously listed as Micellaneous.
(b) Agency services was previously listed as Community services prior to FY2018

See accompanying independent auditor's report.

Schedule 5
City of Bowling Green, Kentucky
Wages Withholding Fees & Direct Occupational License Fee Rate, General Fund
Last Ten Fiscal Years

Fiscal Year Ended June 30,	Total Gross Wages	Occupational Withholding Fees ^(a)	City of Bowling Green Direct Rate	Total Direct Tax Rate
2010	\$ 1,517,902,824	\$ 28,081,202	1.85 %	1.85 %
2011	1,559,791,267	28,856,139	1.85 %	1.85 %
2012	1,672,226,810	30,936,196	1.85 %	1.85 %
2013	1,732,990,595	32,060,326	1.85 %	1.85 %
2014	1,829,239,189	33,840,925	1.85 %	1.85 %
2015	1,884,772,230	34,868,286	1.85 %	1.85 %
2016	2,033,197,759	37,614,159	1.85 %	1.85 %
2017	2,149,233,565	39,760,821	1.85 %	1.85 %
2018	2,216,711,705	41,009,167	1.85 %	1.85 %
2019	2,257,604,386	41,765,681	1.85 %	1.85 %

Source: City of Bowling Green, Department of Finance

Notes:

(a) Occupational license fee rates include the net profit fees and wage withholding fees.

Schedule 6
City of Bowling Green, Kentucky
Occupational License Receipts, General Fund
Last Ten Fiscal Years

Fiscal Year Ended June 30,	Occupational Withholdings Fees	Occupational Net Profit Fees	Other Occupational Fees ^(a)	Total	Percentage Growth
2010	\$ 28,081,202	\$ 5,464,301	\$ 304,338	\$ 33,849,841	(1.2)%
2011	28,856,139	6,329,845	256,642	35,442,626	4.7 %
2012	30,936,196	6,220,162	265,902	37,422,260	5.6 %
2013	32,060,326	7,031,910	286,827	39,379,063	5.2 %
2014	33,840,925	6,989,859	244,705	41,075,489	4.3 %
2015	34,868,286	9,280,035	261,163	44,409,484	8.1 %
2016	37,614,159	8,112,119	320,002	46,046,280	3.7 %
2017	39,760,821	10,866,714	371,052	50,998,587	10.8 %
2018	41,009,167	8,915,833	322,947	50,247,947	(1.5)%
2019	41,765,681	8,176,009	336,915	50,278,605	0.1 %

Notes:

- (a) Other occupational fees include minimum business registration fees which are \$50 that applies only to new businesses. Existing businesses pay a minimum occupational net profit fee of \$30 registration fee; itinerant businesses that pay a fee based on the amount of time business will be conducted in the City and the number of employees working; and penalties (5% per month not to exceed 25% with a minimum of \$25) and interest (1% per month) relate to all occupational receipts.

See accompanying independent auditor's report.

Schedule 7
City of Bowling Green, Kentucky
Real Property Tax Estimated Values, Assessments, Levies and Collections
Last Ten Fiscal Years

Fiscal Year	Estimated Actual Value ^(a)	Total Real and Personal Property Assessment ^(b)	Franchise	PILOT	Total Assessment Including Franchise & PILOT	Total Current Levy ^(c)	Current Taxes Collected	Percent of Levy Collected	Delinquent Tax Collected	Total Delinquent Taxes Receivable
2010	\$4,970,737,685	\$4,489,771,784	\$130,612,165	\$96,571,573	\$4,716,955,522	\$9,727,086	\$9,406,084	96.70 %	\$152,234	\$451,563
2011	5,038,648,946	4,551,808,439	138,966,922	90,257,388	4,781,032,749	9,858,019	9,376,998	95.12 %	95,730	459,652
2012	4,944,600,194	4,565,229,850	114,829,884	97,865,757	4,777,925,491	9,560,597	9,433,523	98.67 %	182,375	418,272
2013	5,192,942,433	4,725,859,276	128,861,650	97,906,563	4,952,627,489	9,896,421	9,894,881	99.98 %	139,199	442,058
2014	5,308,858,978	4,941,833,867	108,613,121	85,038,850	5,135,485,838	10,420,333	10,376,147	99.58 %	151,450	492,409
2015	5,260,320,031	5,105,744,064	120,948,806	71,700,175	5,298,393,045	10,580,908	10,703,816	101.16 %	232,348	369,773
2016	5,520,063,044	5,327,488,265	138,865,602	75,763,490	5,542,117,357	11,182,527	11,098,513	99.25 %	458,973	371,907
2017	6,035,826,966	5,636,975,792	109,197,680	77,836,602	5,824,010,074	11,332,723	11,413,472	100.71 %	115,798	459,847
2018	6,376,495,461	5,894,237,333	177,998,932	78,156,277	6,150,392,542	11,796,625	12,228,506	103.66 %	211,049	363,786
2019	6,746,693,070	6,295,517,545	129,476,820	73,237,185	6,498,231,550	12,595,662	12,920,449	102.58 %	165,022	408,623

Sources: City of Bowling Green, Department of Finance

Warren County Property Value Administrator

Notes:

(a) Residential, farm, & commercial property divided by sales ratio added to personal, franchise & PILOT assessment.

(b) Annual PVA assessment is valued as of January 1st.

(c) Original levy, Warren County Property Value Administrators Office. Property taxes attach as an enforceable lien on property as of January 1st each year.

Schedule 8
City of Bowling Green, Kentucky
Property Tax Rates, Direct and Overlapping Governmental Units
(Per \$100 of Assessed Value)
Last Ten Fiscal Years

REAL ESTATE

Fiscal Year	City Proper					City Annex				
	City	County	City School	State	Total	City	County	County School	State	Total
2010	0.2060	0.2110	0.7070	0.1220	1.2460	0.2060	0.2110	0.3710	0.1220	0.9100
2011	0.2060	0.2105	0.7070	0.1220	1.2455	0.2060	0.2105	0.3830	0.1220	0.9215
2012	0.2060	0.2170	0.7070	0.1220	1.2520	0.2060	0.2170	0.3950	0.1220	0.9400
2013	0.2060	0.2170	0.7310	0.1220	1.2760	0.2060	0.2170	0.4060	0.1220	0.9510
2014	0.2060	0.2170	0.7310	0.1220	1.2760	0.2060	0.2170	0.4200	0.1220	0.9650
2015	0.2060	0.2160	0.7560	0.1220	1.3000	0.2060	0.2160	0.4230	0.1220	0.9670
2016	0.2060	0.2160	0.7680	0.1220	1.3120	0.2060	0.2160	0.4350	0.1220	0.9790
2017	0.2060	0.2146	0.7810	0.1220	1.3236	0.2060	0.2146	0.4400	0.1220	0.9826
2018	0.2060	0.2146	0.8280	0.1220	1.3706	0.2060	0.2146	0.4490	0.1220	0.9916
2019	0.2050	0.2166	0.8280	0.1220	1.3716	0.2050	0.2166	0.4560	0.1220	0.9996

PERSONAL PROPERTY

Fiscal Year	City Proper					City Annex				
	City	County	City School	State	Total	City	County	County School	State	Total
2010	0.2600	0.2845	0.7070	0.4500	1.7015	0.2600	0.2858	0.3800	0.4500	1.3758
2011	0.2600	0.2858	0.7070	0.4500	1.7028	0.2600	0.2888	0.3830	0.4500	1.3818
2012	0.2600	0.2888	0.7310	0.4500	1.7298	0.2600	0.2689	0.3950	0.4500	1.3739
2013	0.2600	0.2689	0.7310	0.4500	1.7099	0.2600	0.2689	0.3950	0.4500	1.3739
2014	0.2600	0.2689	0.7560	0.4500	1.7349	0.2600	0.2689	0.4200	0.4500	1.3989
2015	0.2600	0.2716	0.7560	0.4500	1.7376	0.2600	0.2716	0.4230	0.4500	1.4046
2016	0.2600	0.2714	0.7680	0.4500	1.7494	0.2600	0.2714	0.4350	0.4500	1.4164
2017	0.2600	0.2587	0.7810	0.4500	1.7497	0.2600	0.2587	0.4400	0.4500	1.4087
2018	0.2600	0.2587	0.8280	0.4500	1.7967	0.2600	0.2587	0.4490	0.4500	1.4177
2019	0.2600	0.2673	0.8280	0.4500	1.8053	0.2600	0.2673	0.4560	0.4500	1.4333

Source: City of Bowling Green, Department of Finance

Notes:

- City proper and City annex are terms used to designate in which school system the property is located. All City residents pay both the City and County taxes, but are required to pay tax to only the one appropriate school system.
- Tax rates relate to the Fiscal Year period of July 1 - June 30. For example, tax year 2018 rates are collected in Fiscal Year 2019.

See accompanying independent auditor's report.

Schedule 9
City of Bowling Green, Kentucky
Principal Occupational Withholdings Fee Payers
Current Year and Nine Years Ago

2019	2010
Bowling Green Metalforming LLC	Bowling Green Metalforming LLC
City of Bowling Green Board of Education	City of Bowling Green Board of Education
Commonwealth Health Corporation	General Motors Corporation
General Motors Corporation	Kentucky State Treasurer
Graves-Gilbert Clinic PSC	NS Food Group Inc
Henkel Corporation	Sun Products Corporation
Kentucky State Treasurer	The Medical Center at BG
Union Underwear Co. LLC	Union Underwear Co. LLC
Warren County Board of Education	Warren County Board of Education
Western Kentucky University	Western Kentucky University

Source: City of Bowling Green, Department of Finance

Notes:

- Taxpayer information is listed alphabetically.
- General Motors was previously listed as NAO Comp Oper-North American Oper.
- Henkel Corporation was previously listed as Sun Products Corporation.
- Commonwealth Health Corporation was previously listed as The Medical Center.

See accompanying independent auditor's report.

Schedule 10
City of Bowling Green, Kentucky
Principal Property Taxpayers
Current Year and Nine Years Ago

Taxpayer	Type of Business	2019			2010		
		Rank	Assessed Valued	Percent of Total Assessment ^(a)	Rank	Assessed Value	Percent of Total Assessment ^(b)
Henkel US Operations Corporation ^(c)	Factory	1	\$ 60,005,000	0.95 %	6	\$ 23,462,000	0.52 %
Greenwood Mall LLC/General Growth Prop Limited Partnership	Retail Mall	2	54,000,000	0.86 %	3	40,000,000	0.89 %
Union Unerwear Co. Inc	Clothing Manufacturer	3	26,250,000	0.42 %	1	72,248,570	1.61 %
Greenview Hospital, Inc	Healthcare Facility	4	24,705,000	0.39 %	4	33,197,386	0.74 %
General Motors	Factory	5	24,000,000	0.38 %		-	-
Chandler Park Apartments	Apartment Complex	6	23,885,000	0.38 %	7	19,910,000	0.44 %
Scottys Development Co LLC	Holding Company (Olde Stone)	7	23,750,000	0.38 %		-	-
AJ Industrial Prop LLC (et. al)	Real Estate Holding Company	8	23,094,500	0.37 %		-	-
Gilbert Barbee Moore McIlvoy PSC	Healthcare Facility	9	21,143,950	0.34 %		-	-
AGM Fairways at Hartland	Apartment Complex	10	20,600,000	0.33 %		-	-
Wal Mart	Retail		-	-	2	48,005,037	1.07 %
Insight Midwest LP	Cable Service		-	-	5	25,433,316	0.57 %
BGK1 LLP	Apartment Complex		-	-	8	19,000,000	0.42 %
DHP Holdings	Holdings Company (DESA Heating LLC)		-	-	9	18,340,566	0.41 %
Bellsouth Telecommunications	Utilities		-	-	10	17,651,749	0.39 %

Source: City of Bowling Green, Department of Finance

Notes:

(a) Percent of total assessed value for real property of \$6,295,517,545 (January 1, 2018)

(b) Percent of total assessed value for real property of \$4,489,771,784 (January 1, 2009)

(c) Henkel US Operations was previously listed as Sun Products Corp.

See accompanying independent auditor's report.

Schedule 11
City of Bowling Green, Kentucky
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal Year	Governmental Activities			Business-Type Activities			Percentage of Personal Income ^(b)	Debt per Capita ^(c)
	General Obligation Bonds	Special Assessment Bonds ^(a)	Notes and Capital Leases from Direct Borrowings and Placements	General Obligation Bonds	Notes Payable and Capital Leases	Total Primary Government		
2010	\$ 128,561,433	\$ 125,229	\$ 3,241,585	\$ 10,073,568	\$ 47,544	\$ 142,049,359	4.17 %	\$ 2,492
2011	124,964,655	118,419	3,944,088	9,165,353	28,925	138,221,440	4.02 %	2,383
2012	119,325,846	112,506	3,412,034	8,274,155	50,256	131,174,797	3.90 %	2,223
2013	108,501,710	-	2,871,504	6,752,559	34,390	118,160,163	3.19 %	1,950
2014	102,591,166	-	2,459,472	6,188,330	21,671	111,260,639	2.84 %	1,809
2015	101,557,970	-	2,119,501	2,936,494	-	106,613,965	2.66 %	1,706
2016	96,522,378	-	1,755,421	2,202,371	-	100,480,170	2.43 %	1,580
2017	87,575,068	-	794,217	1,498,248	-	89,867,533	2.03 %	1,377
2018	78,269,251	-	4,018,748	754,122	-	83,042,121	1.81 %	1,238
2019	69,731,975	-	3,513,596	-	-	73,245,571	1.54 %	1,071

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(a) Warren County Water District bonds.

(b) See Schedule 20 for personal income and population data. The ratios are calculated using personal income and population for the prior calendar year.

Schedule 12
City of Bowling Green, Kentucky
Indebtedness and Debt Ratios
Last Ten Fiscal Years

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
TAX SUPPORTED										
General bonds and notes ^(a)	\$ 55,565,571	\$ 62,422,999	\$ 59,409,285	\$ 66,095,299	\$ 64,997,001	\$ 70,380,628	\$ 67,918,740	\$ 69,978,938	\$ 74,366,356	\$ 74,205,814
REVENUE SUPPORTED										
Revenue supported debt & leases ^(b)	<u>22,467,500</u>	<u>29,258,748</u>	<u>30,458,248</u>	<u>34,384,871</u>	<u>40,473,994</u>	<u>49,395,508</u>	<u>52,205,128</u>	<u>57,621,063</u>	<u>59,763,652</u>	<u>64,429,187</u>
TOTAL DEBT	78,033,071	91,681,747	89,867,533	100,480,170	105,470,995	119,776,136	120,123,868	127,600,001	134,130,008	138,635,001
Less: revenue supported debt	<u>(22,467,500)</u>	<u>(29,258,748)</u>	<u>(30,458,248)</u>	<u>(34,384,871)</u>	<u>(40,473,994)</u>	<u>(46,395,508)</u>	<u>(52,205,128)</u>	<u>(57,621,063)</u>	<u>(59,763,652)</u>	<u>(64,429,187)</u>
NET DIRECT DEBT	55,565,571	62,422,999	59,409,285	66,095,299	64,997,001	73,380,628	67,918,740	69,978,938	74,366,356	74,205,814
Overlapping debt ^(c)	320,516,959	237,915,697	232,154,034	246,190,489	237,949,657	233,949,409	245,533,153	238,339,565	193,880,494	172,966,306
NET DIRECT & OVERLAPPING DEBT	376,082,530	300,338,696	291,563,319	312,285,788	302,946,658	307,330,037	313,451,893	308,318,503	268,246,850	247,172,120
PROPERTY TAX BASE										
Estimated actual value	\$ 6,295,517,545	\$ 5,894,237,333	\$ 5,636,975,792	\$ 5,327,488,265	\$ 5,105,744,064	\$ 4,941,833,867	\$ 4,725,859,276	\$ 4,565,229,650	\$ 4,551,808,439	\$ 4,489,771,784

Source: City of Bowling Green, Department of Finance

Notes:

- (a) Does not include compensated absences, contingent liabilities, landfill post closure, bond premiums, deferred charges and discounts. Does not include debt service paid by WKU (See footnote on preceeding page) or ITA debt obligations. See the Notes to the Financial Statements located in the Comprehensive Annual Financial Report (CAFR).
- (b) In addition to enterprise supported obligations (see the prior and following tables), includes that portion of the ITA debt which is the responsibility of the City (50%). Also includes debt issued for WKU that is completely self-supporting.
- (c) Overlapping debt includes the City's portion of the debt of Bowling Green Independent Schools, Warren County, Warren County Schools, and Bowling Green Municipal Utilities.

See accompanying independent auditor's report.

Schedule 13
City of Bowling Green, Kentucky
General Debt - Governmental Funds
Future Debt Services Requirements as of June 30th

Fiscal Year	Principal	Interest	Total ^(a)
2020	\$ 8,320,000	\$ 2,181,585	\$ 10,501,585
2021	7,060,000	1,916,081	8,976,081
2022	7,230,000	1,689,355	8,919,355
2023	7,235,000	1,471,941	8,706,941
2024	7,485,000	1,239,850	8,724,850
2025	4,605,000	1,029,625	5,634,625
2026	4,800,000	855,657	5,655,657
2027	2,115,000	679,340	2,794,340
2028	2,195,000	605,888	2,800,888
2029	1,800,000	529,338	2,329,338
2030	1,850,000	476,538	2,326,538
2031	1,910,000	418,363	2,328,363
2032	1,970,000	361,063	2,331,063
2033	2,040,000	290,513	2,330,513
2034	1,235,000	217,413	1,452,413
2035	1,270,000	180,363	1,450,363
2036	1,310,000	142,263	1,452,263
2037	1,360,000	89,863	1,449,863
2038	1,405,000	45,663	1,450,663

Source: City of Bowling Green, Department of Finance

Note:

(a) Does not include compensated absences, contingent liabilities, landfill post closure, bond premiums, deferred charges and discounts.
Includes the ITA and WKU debt.

See accompanying independent auditor's report.

Schedule 14
City of Bowling Green, Kentucky
Inter-Modal Transportation Authority Debt
Future Debt Services Requirements as of June 30th

Fiscal Year	Principal ^(a)			Interest			Total Debt Service
	2016A Bonds	2016B Bonds	Total Principal ^(b)	2016A Bonds	2016B Bonds	Total Interest	
2020	\$ 1,515,000	\$ 320,000	\$ 1,835,000	\$ 148,635	\$ 47,278	\$ 195,913	\$ 2,030,913
2021	1,545,000	330,000	1,875,000	116,474	37,235	153,709	2,028,709
2022	1,580,000	335,000	1,915,000	84,001	26,960	110,961	2,025,961
2023	1,600,000	350,000	1,950,000	50,955	16,377	67,332	2,017,332
2024	1,645,000	355,000	2,000,000	17,236	5,485	22,721	2,022,721

Source: City of Bowling Green, Department of Finance

Notes:

(a) This debt is a general obligation of the City, but payable from revenues received from ITA transactions. The City is jointly responsible with Warren County, KY for debt service on the bonds on a 50%-50% basis. The gross amount is displayed since the City is the issuer of the bonds.

(b) Does not include compensated absences, contingent liabilities, landfill post closure, bond premiums, deferred charges and discounts.

Schedule 15
City of Bowling Green, Kentucky
Western Kentucky University Debt
Series 2010 Bonds
Future Debt Services Requirements as of June 30th

Fiscal Year	Principal ^(a)	Interest	Total Debt Service ^(b)
2020	\$ 2,340,000	\$ 644,255	\$ 2,984,255
2021	2,500,000	568,205	3,068,205
2022	2,525,000	480,705	3,005,705
2023	2,415,000	392,330	2,807,330
2024	2,520,000	302,975	2,822,975
2025	2,625,000	208,475	2,833,475
2026	2,755,000	106,756	2,861,756

Source: City of Bowling Green, Department of Finance

Notes:

- (a) Payable from revenues received from Western Kentucky University (WKU). Since the City was the issuer of the bonds, the debt is a direct obligation of the City, but WKU is responsible and makes all debt service payments.
- (b) Does not include compensated absences, contingent liabilities, landfill post closure, bond premiums, deferred charges and discounts.

See accompanying independent auditor's report.

Schedule 16
City of Bowling Green, Kentucky
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Governmental Activities										
General obligation bonds	\$ 73,245,571	\$ 78,269,251	\$ 87,575,068	\$ 96,522,378	\$ 101,557,970	\$ 102,591,166	\$ 108,501,710	\$ 119,325,846	\$ 124,964,655	\$ 128,561,433
Capital leases	3,513,596	4,018,748	794,217	1,755,421	2,119,501	2,459,472	2,871,504	3,412,034	3,944,088	3,241,585
Special assessment bonds	-	-	-	-	-	-	-	112,506	118,419	125,229
Total	<u>76,759,167</u>	<u>82,287,999</u>	<u>88,369,285</u>	<u>98,277,799</u>	<u>103,677,471</u>	<u>105,050,638</u>	<u>111,373,214</u>	<u>122,850,386</u>	<u>129,027,162</u>	<u>131,928,247</u>
Net general bonded debt	<u>\$ 76,759,167</u>	<u>\$ 82,287,999</u>	<u>\$ 88,369,285</u>	<u>\$ 98,277,799</u>	<u>\$ 103,677,471</u>	<u>\$ 105,050,638</u>	<u>\$ 111,373,214</u>	<u>\$ 122,850,386</u>	<u>\$ 129,027,162</u>	<u>\$ 131,928,247</u>
Property values	\$ 6,295,517,545	\$ 5,894,237,333	\$ 5,636,975,792	\$ 5,327,488,265	\$ 5,105,744,064	\$ 4,941,833,867	\$ 4,725,859,276	\$ 4,565,229,850	\$ 4,551,808,439	\$ 4,489,771,784
Percentage of estimated actual taxable value of property	1.16 %	1.40 %	1.57 %	1.84 %	2.03 %	2.13 %	2.33 %	2.70 %	2.94 %	3.05 %
Per capita ^(a)	1,071	1,226	1,354	1,545	1,672	1,769	1,902	2,165	2,194	2,434

Notes:

Details regarding the City's outstanding debt can be found in the Notes to the Financial Statements.

(a) Population data can be found in Schedule 20.

See accompanying independent auditor's report.

Schedule 17
City of Bowling Green, Kentucky
Direct and Overlapping Governmental Activities Debt
As of June 30, 2019

<u>Governmental Unit</u>	<u>Debt Outstanding^(a)</u>	<u>Estimated Percentage Applicable^(b)</u>	<u>Estimated Share of Overlapping Debt</u>
Bowling Green Independent Schools	\$ 48,879,000	100.00 %	\$ 48,879,000
Warren County	80,305,066	57.81 %	46,427,388
Warren County Schools	175,304,000	50.38 %	88,316,889
Bowling Green Municipal Utilities	136,893,682	100.00 %	<u>136,893,682</u>
Subtotal, overlapping debt			320,516,959
City direct debt			<u>73,245,571</u>
Total direct and overlapping debt			<u><u>\$ 393,762,530</u></u>

Sources:

Bowling Green Municipal Utilities
Bowling Green Board of Education
Warren County Treasurer
Warren County Board of Education

Notes:

- (a) Gross governmental debt, less revenues.
- (b) Determined by ratio of assessed valuation of property subject to taxation in overlapping unit to valuation of property subject to taxation in the City of Bowling Green.
(Warren County ratio = City + Annex/All Districts; Warren County Schools = Annex/County + Annex)

See accompanying independent auditor's report.

City of Bowling Green, Kentucky
Schedule 18
Legal Debt Margin Information
Last Ten Fiscal Years

Legal Debt Margin Calculation for Fiscal Year 2019	
Assessed value	\$6,295,517,545
Debt limit, 10% of assessed value ^(a)	629,551,755
Debt applicable to limit:	
General obligation bonds	69,731,975
Notes and capital leases from direct borrowings and placements	<u>3,513,596</u>
Total net debt applicable to limit	<u>73,245,571</u>
Legal debt margin	<u><u>\$ 556,306,184</u></u>

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Debt limit	\$ 629,551,755	\$ 589,423,733	\$ 563,697,579	\$ 532,748,827	\$ 510,574,406	\$ 494,183,387	\$ 472,585,928	\$ 456,522,985	\$ 455,180,844	\$ 448,977,178
Less: Total net debt applicable to limit	<u>73,245,571</u>	<u>83,042,121</u>	<u>89,867,533</u>	<u>100,480,170</u>	<u>106,613,965</u>	<u>111,260,639</u>	<u>118,160,163</u>	<u>129,153,378</u>	<u>135,935,233</u>	<u>140,594,305</u>
Legal debt margin	<u><u>\$ 556,306,184</u></u>	<u><u>\$ 506,381,612</u></u>	<u><u>\$ 473,830,046</u></u>	<u><u>\$ 432,268,657</u></u>	<u><u>\$ 403,960,441</u></u>	<u><u>\$ 382,922,748</u></u>	<u><u>\$ 354,425,765</u></u>	<u><u>\$ 327,369,607</u></u>	<u><u>\$ 319,245,611</u></u>	<u><u>\$ 308,382,873</u></u>
Total net debt applicable to the limit as a percentage of debt limit	11.63 %	14.09 %	15.94 %	18.86 %	20.88 %	22.51 %	25.00 %	28.29 %	29.86 %	31.31 %

Note:

(a) Under Section 158 of the Constitution of Commonwealth of the Kentucky, the City's outstanding debt is not to exceed 10 percent of total assessed property value.

Schedule 19
City of Bowling Green, Kentucky
Pledged-Revenue Coverage
Last Ten Fiscal Years

Fiscal Year	Stonehenge Sections I-V ^(a)					Cedar Grove Section IX ^(a)					Lovers Lane ^(b)				
	Special Assessment		Debt Service			Special Assessment		Debt Service			Special Assessment		Debt Service		
	Collections	Principal	Interest	Coverage	Collections	Principal	Interest	Coverage	Collections	Principal	Interest	Coverage			
2010	\$ 126,701	\$ 34,000	\$ 83,840	1.08	\$ 29,632	\$ 10,000	\$ 18,538	1.04	\$ 15,581	\$ 6,896	\$ 9,255	0.96			
2011	107,345	40,000	82,560	0.88	28,003	10,000	17,863	1.01	15,385	7,229	8,921	0.95			
2012	131,031	42,000	74,643	1.12	27,112	10,000	17,188	1.00	16,247	7,579	8,571	1.01			
2013	122,336	42,000	77,580	1.02	26,210	10,000	16,513	0.99	15,387	7,946	8,204	0.95			
2014	125,020	46,000	75,143	1.03	28,924	15,000	15,838	0.94	17,385	8,331	7,820	1.08			
2015	116,210	47,000	71,396	0.98	34,039	15,000	14,825	1.14	16,206	8,735	7,416	1.00			
2016	121,669	50,000	68,639	1.03	29,032	15,000	13,813	1.01	16,151	9,157	6,993	1.00			
2017	117,646	51,000	66,675	1.00	29,288	15,000	12,800	1.05	16,151	9,601	6,550	1.00			
2018	119,332	53,000	64,113	1.02	25,796	15,000	11,788	0.96	16,151	10,066	6,085	1.00			
2019	121,852	61,000	60,893	1.00	31,216	20,000	10,775	1.01	16,151	10,553	5,598	1.00			

Notes:

- (a) The Stonehenge Sections I-V and Cedar Grove Sections IX special assessment revenues are collected from property owners in each district to fund the development of the subdivisions and to provide amenities such as sidewalk infrastructure.
- (b) Lovers Lane special assessment revenues are collected from property owners to fund the development of underground utilities. This special assessment is new for fiscal year 2008.

Schedule 20
City of Bowling Green, Kentucky
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population ^(a)	Personal Income ^(b)	Per Capita Personal Income ^(c)	Median Age ^(d)	School Enrollment ^(e)	Unemployment Rate ^(f)
2010	57,000	\$ 3,410,173,000	\$ 31,993	29	17,917	9.9 %
2011	58,000	3,438,236,000	31,640	28	18,157	9.0 %
2012	59,000	3,359,422,000	29,426	28	18,128	7.9 %
2013	60,600	3,699,388,000	32,025	28	18,957	7.2 %
2014	61,500	3,921,515,000	33,486	27	18,981	6.8 %
2015	62,500	4,005,280,000	33,837	28	19,180	5.0 %
2016	63,600	4,138,310,000	34,354	28	20,682	4.7 %
2017	65,250	4,418,499,000	35,966	27	20,814	4.1 %
2018	67,100	4,582,488,000	36,505	28	21,037	4.0 %
2019	68,400	4,761,667,000	36,957	27	21,607	3.9 %

Sources:

- (a) Estimated population statistics obtained from the U.S. Census Bureau (<https://www.census.gov/quickfacts/fact/table/bowlinggreencitykentucky,US/PST045218>).
- (b) Personal income data obtained from www.bea.gov (Bureau of Economic Analysis).
- (c) Income per capita obtained from www.bea.gov (Bureau of Economic Analysis).
- (d) U.S. Department of the Census American FactFinder (2013-2017 Census est) (http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml).
- (e) Refer to both Board of Educations for public school information and www.greatschools.org for private school information. Schools included are Bowling Green Board of Education, Warren County Board of Education, and private schools. Western Kentucky University is excluded.
- (f) Bureau of Labor Statistics (www.bls.gov), figures not seasonally adjusted, average for fiscal year.

Note:

Personal and per capita income correspond to the full calendar year prior to fiscal year end. Values are derived from Warren County population statistics.

See accompanying independent auditor's report.

Schedule 21
City of Bowling Green, Kentucky
Principal Employers
Current Year and Nine Years Ago

Employer	2019			2010		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Western Kentucky University	4,114	1	5.27 %	4,626	1	7.03 %
Commonwealth Health Corporation	2,934	2	3.76 %	1,905	2	2.90 %
BG Metalforming LLC	1,297	3	1.66 %	666	7	1.01 %
Union Underwear Co. LLC	1,218	4	1.56 %	1,537	3	2.34 %
Warren County Board of Education	1,125	5	1.44 %	1,015	5	1.54 %
Graves-Gilbert Clinic PSC	1,016	6	1.30 %	-	-	-
NS Food Group Inc	971	7	1.24 %	710	6	1.08 %
Henkel Corporation	930	8	1.19 %	-	-	-
General Motors Corporation	887	9	1.14 %	-	-	-
Kentucky State Treasurer	779	10	1.00 %	-	-	-
Walmart Associates Inc	-	-	-	1,026	4	1.56 %
City of Bowling Green	-	-	-	635	8	0.97 %
Bowling Green Board of Education	-	-	-	606	9	0.92 %
Express Services Inc	-	-	-	604	10	0.92 %
Total	<u>15,271</u>		<u>19.56 %</u>	<u>13,330</u>		<u>20.27 %</u>

Sources:

City Bowling Green, Department of Finance
Bowling Green Area Chamber of Commerce
Bureau of Labor and Statistics (www.bls.gov)

Notes:

- Commonwealth Health Corporation was previously listed as The Medical Center at BG
- NS Food Group Inc was previously listed as Houchens Food Group Inc
- Henkel Corporation was previously listed at Sun Products Corporation

Schedule 22
City of Bowling Green, Kentucky
Full-time Equivalent City Government Employees by Function/Program
Last Ten Fiscal Years

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
<u>FUNCTION/PROGRAM</u>										
General government	43	40	42	42	40	42	41	41	42	41
Administration	8	8	9	8	8	8	7	7	7	7
Finance	16	14	16	16	15	17	17	18	18	18
Human Resources	7	6	6	7	6	6	6	5	6	6
Legal	2	2	2	2	2	2	2	2	2	2
Information Technology	10	10	9	9	9	9	9	9	9	8
Public Safety	283	268	269	270	269	265	267	266	269	263
Police										
Officers	116	109	112	115	112	108	110	109	110	104
Civilians	35	32	31	30	35	37	37	35	38	38
Fire										
Firefighters and Officers	129	124	123	122	119	117	117	118	117	117
Civilians	3	3	3	3	3	3	3	4	4	4
Public Works	59	55	56	55	54	53	53	52	50	51
Parks and Recreation	54	54	53	52	56	54	57	58	57	61
Neighborhood & Community Services	26	25	26	26	26	24	23	23	21	21
Total	465	442	446	445	445	438	441	440	439	437

Source: City of Bowling Green Department of Finance

See accompanying independent auditor's report.

Schedule 23
City of Bowling Green, Kentucky
Operating Indicators by Function/Program
Last Ten Fiscal Years

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
FUNCTION/PROGRAM										
Finance										
Tax bills sent	22,587	22,487	22,356	22,352	22,220	21,864	21,703	21,495	21,405	21,372
Business registrations received	1,105	915	848	829	883	1,025	923	801	835	819
Human Resources										
Job applicants	3,688	2,435	2,168	2,488	1,559	1,011	1,299	1,394	1,346	1,137
Position filled	370	329	299	234	222	248	234	216	216	178
Police										
911 service calls	66,314	64,822	78,052	81,072	78,465	75,800	61,859 ^(a)	67,842	65,440	54,754
Traffic stops	6,512	6,901	4,490	8,594	9,071	13,189	11,897	13,476	15,650	15,777
Fire										
Accident runs	7,519	7,298	7,251	6,786	6,195	5,634	5,523	5,049	4,836	4,517
Fire runs	218	221	262	236	282	212	278	300	285	258
Fires investigated	41	34	30	36	63	17	61 ^(b)	71	2,845	3,373
Public Works										
Street resurfacing (miles)	18	18	15	8	7	4	7	12	5	5
Potholes repaired	329	598	668	575	826	426	772	392	478	466
Parks and Recreation										
Fitness & athletic participants	940,997	995,538	885,472	902,073	883,654	970,174	859,614	927,403	765,462	878,035
Visits to Community Center	161,710	159,047	156,913	156,811	229,885	272,470	267,813	269,596	271,722	214,184
Neighborhood & Community Services										
Anti-litter presentations/events	-	-	-	-	-	-	-	2	7	8
Neighborhood meetings conducted	36	40	69	69	55	61	63	71	71	72
Households receiving asst	743	762	698	695	743	719	725	726	723	765
Bldg/electrical & code inspections	13,816	12,731	13,236	13,360	10,796	12,264	12,170	9,912	8,804	15,631
Animal control calls	2,698	2,542	2,489 ^(c)	2,489	2,317	2,788	2,027	3,203	3,176	3,202

Source: Various City of Bowling Green departments.

Notes:

- (a) Beginning in 2012, Public Safety became the answering point for both landline and cell phone 911 calls in Warren County.
(b) Effective 2012, the Fire Department began tracking fire investigations rather than fire inspections.
(c) Effective 2017, Animal Control moved to the Neighborhood and Community Services Department from the Police Department.

See accompanying independent auditor's report.

Schedule 24
City of Bowling Green, Kentucky
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
<u>FUNCTION/PROGRAM</u>										
Police										
Police Stations	1	1	1	1	1	1	1	1	1	1
Fire										
Fire stations	7	7	7	7	7	7	7	7	7	7
Training centers	1	1	1	1	1	1	1	1	1	1
Public Works										
Streets (miles)	266	266	264	262	257	264	258	266	265	257
Sidewalks (miles)	140	136 ^(c)	119	114	113	112	112	109	104	95
Alleys (miles)	15	15	15	15	15	15 ^(b)	19	17	17	17
Parks and Recreation										
Number of parks	21	22	22	22	21	20	20	25	25	25
Number of facilities	7	7	7	7	7	7	7 ^(a)	-	-	-
Acreage	970	970	970	970	974	972	972	972	970	970
Playgrounds	22	22	22	22	22	21	22	22	22	22
Baseball/softball diamonds	11	11	11	11	11	11	11	11	11	11
Soccerfields	19	19	14	14	14	13	13	13	13	13
Community centers	3	3	3	3	3	3	3	3	3	3
Neighborhood & Community Services										
Building permits issued	2,284	2,155	2,296	2,193	2,003	1,824	1,868	1,609	1,515	1,571

Sources: Various City of Bowling Green departments.

Notes:

(a) Effective with FY2013, parks and facilities are categorized separately.

(b) In FY2014, the Public Works Department updated mapping, which decreased alley miles.

(c) The increase in sidewalk miles is due to the recalculation of miles reported.

See accompanying independent auditor's report.

City of Bowling Green, Kentucky

Single Audit Reports Under
Uniform Guidance

Year Ended June 30, 2019

**Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements Performed
in Accordance with *Government Auditing Standards***

Honorable Bruce Wilkerson, Mayor
and Commissioners
City of Bowling Green

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Bowling Green, Kentucky as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City of Bowling Green, Kentucky's basic financial statements, and have issued our report thereon dated October 29, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Bowling Green, Kentucky's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Bowling Green, Kentucky's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Bowling Green, Kentucky's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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**Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements Performed
in Accordance with *Government Auditing Standards* (Continued)**

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Bowling Green, Kentucky's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "MCM CPA & Advisors LLC". The signature is stylized, with the letters "MCM" being particularly prominent and connected.

Lexington, Kentucky
October 29, 2019

Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance in Accordance with the Uniform Guidance

Honorable Bruce Wilkerson, Mayor
and Commissioners
City of Bowling Green

Report on Compliance for Each Major Federal Program

We have audited the City of Bowling Green, Kentucky's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Bowling Green, Kentucky's major federal programs for the year ended June 30, 2019. The City of Bowling Green, Kentucky's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City of Bowling Green, Kentucky's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Bowling Green, Kentucky's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City of Bowling Green, Kentucky's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Bowling Green, Kentucky complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

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Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance in Accordance with the Uniform Guidance (Continued)

Report on Internal Control over Compliance

Management of the City of Bowling Green, Kentucky is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Bowling Green, Kentucky's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Bowling Green, Kentucky's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that were not identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

MCM CPAs & Advisors LLC

Lexington, Kentucky
October 29, 2019

City of Bowling Green, Kentucky
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2019

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-through Entity Identifying Number	Pass-through to Sub-recipients	Total Federal Expenditures
<u>U.S. ENVIRONMENTAL PROTECTION AGENCY</u>				
<i>Direct programs</i>				
Brownsfield Assessment and Cleanup Cooperative Agreements	66.818	N/A	\$ -	\$ 41,380
<u>U.S. DEPARTMENT OF TRANSPORTATION</u>				
<i>Direct programs</i>				
Federal Transit Cluster				
Federal Transit Formula Grants	20.507	N/A	1,125,141	1,125,141
<i>Pass through Kentucky Transportation Cabinet</i>				
Federal Transit Cluster				
Bus and Bus Facilities Formula Program	20.526	KY-34-002	9,641	9,641
Total Federal Transit Cluster			1,134,782	1,134,782
<i>Direct programs</i>				
Federal Services Program Cluster				
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	N/A	386,987	386,987
<i>Pass through Kentucky Transportation Cabinet</i>				
Highway and Planning Construction Cluster				
Highway Planning and Construction	20.205	03-03206	-	96,619
Total U.S. Department of Transportation			<u>1,521,769</u>	<u>1,618,388</u>
<u>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u>				
<i>Direct programs</i>				
Housing Voucher Cluster				
Section 8 Administrative	14.871	N/A	-	369,779
Section 8 Housing Choice Vouchers	14.871	N/A	-	2,960,145
Total Housing Voucher Cluster			-	3,329,924
CDBG - Entitlement Cluster				
Community Development Block Grants/Entitlement Grants	14.218	N/A	33,000	555,963
Total U.S. Department of Housing and Urban Development			<u>33,000</u>	<u>3,885,887</u>
<u>U.S. DEPARTMENT OF HOMELAND SECURITY</u>				
<i>Direct programs</i>				
Staffing for Adequate Fire and Emergency Response	97.083	N/A	-	226,476
<i>Pass through Kentucky Division of Homeland Security</i>				
Homeland Security Grant Program	97.067	17-174	-	31,576
Total U.S. Department of Homeland Security			<u>-</u>	<u>258,052</u>
<u>U.S. DEPARTMENT OF JUSTICE</u>				
<i>Direct programs</i>				
Bulletproof Vest Partnership Program	16.607	N/A	-	11,063
<i>Direct programs</i>				
Edward Byrne Memorial Justice Assistance Grant (JAG) Program	16.738	N/A	-	37,028
Total U.S. Department of Justice			<u>-</u>	<u>48,091</u>
<u>OFFICE OF NATIONAL DRUG CONTROL POLICY</u>				
<i>Pass through Appalachia HIDTA</i>				
High Intensity Drug Trafficking Areas Program	95.001	G12AP001A	-	19,938
<u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u>				
<i>Pass through University of Kentucky Research Foundation</i>				
Paralysis Resource Center	93.325	3200001940-10-090	-	10,903
Total Expenditures of Federal Awards			<u>\$ 1,554,769</u>	<u>\$ 5,882,639</u>

See accompanying independent auditor's report and notes to the schedule of expenditures of federal awards.

City of Bowling Green, Kentucky
Notes to the Schedule of Expenditures of Federal Awards
Year Ended June 30, 2019

Note A - Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal award activity of the City of Bowling Green, Kentucky, under programs of the federal government for the year ended June 30, 2019 in accordance with the requirements of Title 2 U. S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards* ("Uniform Guidance"). Because the schedule presents only a selected portion of the operations of the City of Bowling Green, Kentucky, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the City.

Note B - Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U. S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowed or are limited as to reimbursement.

Note C - Indirect Cost Rate

The City of Bowling Green, Kentucky has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

City of Bowling Green, Kentucky
Schedule of Findings and Questioned Costs
Year Ended June 30, 2019

Section I - Summary of Auditor's Results

1. The auditor's report expresses unmodified opinions on the financial statements of the City of Bowling Green, Kentucky.
2. No significant deficiencies were disclosed during the audit of the financial statements.
3. No instances of noncompliance material to the financial statements of the City of Bowling Green, Kentucky, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies in internal control over major federal award programs were disclosed during the audit.
5. The auditor's report on compliance for the major federal award programs for the City of Bowling Green, Kentucky expresses an unmodified opinion on all major federal programs.
6. There were no audit findings that are required to be reported in accordance with Uniform Guidance 516(a).
7. The programs tested as major programs included:

CFDA Number(s)

Name of Federal Program or Cluster

20.507

Federal Transit Formula Grants

14.218

Community Development Block Grants/Entitlement Grants

8. The threshold used for distinguishing between Type A and B programs was \$750,000.
9. The City of Bowling Green, Kentucky did qualify as a low-risk auditee.

City of Bowling Green, Kentucky
Schedule of Findings and Questioned Costs (Continued)
Year Ended June 30, 2019

Section II - Financial Statement of Findings

No matters were reported.

Section III - Major Federal Award Findings and Questioned Costs

No matters were reported.

City of Bowling Green, Kentucky
Schedule of Prior Year Audit Findings
Year Ended June 30, 2019

No matters were reported.

ORDINANCE NO. **BG2019 - 47**

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 1.1140 ACRE FROM RM-2 (TWO-FAMILY RESIDENTIAL) TO GB (GENERAL BUSINESS) LOCATED AT 0, 1024, 1028 AND 1032 KENTON STREET AND 1023, 1027, 1031 AND 1033 GREENWOOD ALLEY, PRESENTLY OWNED BY CSR BG INVESTMENTS, LLC C/O CHRIS ROBERTSON

WHEREAS, after proper notice and pursuant to applicable state statutes, the City-County Planning Commission of Warren County, Kentucky held a public hearing in City Hall on September 19, 2019 regarding the proposed rezoning of tracts of land containing 1.1140 acre located at 0, 1024, 1028 and 1032 Kenton Street and 1023, 1027, 1031 and 1033 Greenwood Alley, from RM-2 (Two-Family Residential) to GB (General Business); and,

WHEREAS, said Planning Commission found the proposed zone change to be in agreement with the adopted Comprehensive Plan; and,

WHEREAS, said Planning Commission, thereafter and during the regular meeting, at said time and place with eight (8) members of the Board present, by unanimous vote approved a recommendation to rezone tracts of land containing 1.1140 acre located at 0, 1024, 1028 and 1032 Kenton Street and 1023, 1027, 1031 and 1033 Greenwood Alley, from RM-2 (Two-Family Residential) to GB (General Business), with development plan conditions.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. The tracts of real estate presently owned by CSR BG Investments, LLC c/o Chris Robertson, containing 1.1140 acre located at 0, 1024, 1028 and 1032 Kenton Street and 1023, 1027, 1031 and 1033 Greenwood Alley, which tracts of real estate are more particularly described on the attached maps and incorporated herein as if copied in full, are hereby rezoned from RM-2 (Two-Family Residential) to GB (General Business), with development plan conditions.

(Ordinance No. BG2019 - 47)

2. 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.

3. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict therewith are hereby repealed.

4. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on _____, 2019, and given final reading on _____, 2019, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/07/2019, 12:00 p.m.



October 7, 2019

Jeff Meisel
City Manager
P. O. Box 430
Bowling Green, KY 42102-0430

SUBJECT: Recommendation to Re-zone
1.1140 Acres located at 0, 1024, 1028 & 1032 Kenton Street; 1023, 1027,
1031 & 1033 Greenwood Alley
From: RM-2 (Two-Family Residential)
To: GB (General Business)

Dear Mr. Meisel:

The City-County Planning Commission of Warren County met in regular session on September 19, 2019, in the Bowling Green City Commission Chambers with eight (8) members present for this case. After a public hearing had been conducted, the Planning Commission's vote was eight (8) yeas for a recommendation for approval to the Bowling Green City Commission to rezone tracts of land containing approximately 1.1140 Acres located at 0, 1024, 1028 & 1032 Kenton Street; 1023, 1027, 1031 & 1033 Greenwood Alley from RM-2 (Two-Family Residential) to GB (General Business), with a general development plan. This property is presently owned by CSR BG Investments, LLC c/o Chris Robertson.

Please find enclosed a packet of the proposed Zone Change, copy of the approved Development Plan Conditions, and the Summary Minutes which is a summary of the evidence and testimony as presented by the proponents and/or opponents of the proposed amendment.

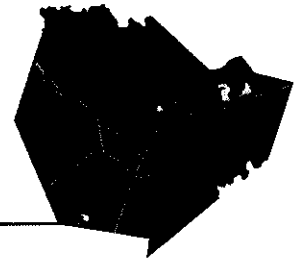
Sincerely,

CITY-COUNTY PLANNING COMMISSION

A handwritten signature in black ink that reads "Jessica Martin". The signature is written in a cursive style with a large, stylized "M".

Jessica Martin
Administrative Assistant II

Enclosures



MEMORANDUM

TO: City Commissioners
FROM: Jessica Martin
DATE: October 7, 2019
RE: 0, 1024, 1028 & 1032 Kenton Street; 1023, 1027, 1031 & 1033 Greenwood Alley

APPLICANTS / PROPERTY OWNERS:

CSR BG Investments, LLC
c/o Chris Robertson

BRIEF SUMMARY OF THE REQUEST:

The applicant is proposing to rezone 1.1140 +/- acres 1024, 1028, 1032 and 0 Kenton Street and 1023, 1027, 1031 and 1033 Greenwood Alley from RM-2 (Two-Family Residential) to GB (General Business) in order to develop contractor garages on the properties.

COMPATIBILITY WITH COMPREHENSIVE PLAN:

The properties are designated as Mixed-Use/Residential on the FLUM. The proposed GB district is listed as a potentially compatible zone in the Mixed-Use/Residential FLUM designation. The Planning Commission should determine if the proposed development is compatible with the surrounding area.

COMPATIBILITY WITH THE SURROUNDING DEVELOPMENT:

The properties are located in the urbanized area of Bowling Green. A site characteristic review indicates that there are adequate facilities and infrastructure available to support the proposed development. There are several mature trees located on the property. Site design has been addressed in the General Development Plan and development plan conditions, in conjunction with the requirements of the Zoning Ordinance. The Planning Commission should determine if the proposed development compatible with the surrounding area.

POINTS TO CONSIDER FOR THE PLANNING COMMISSIONERS:

- ❖ The proposal is consistent with the FLUM and Mixed-Use/Residential category.
- ❖ The proposed development complies with a majority of the site characteristics review criteria.
- ❖ The proposed General Development Plan complies with a majority of the review criteria for site design and meets the minimum requirements in the Zoning Ordinance.

- ❖ The Planning Commission should determine if demolishing the existing historic homes and redeveloping the properties with multiple commercial buildings between Kenton Street and Greenwood Alley is compatible with the surrounding area and adjacent residential uses.
- ❖ At the time of the authoring of this report, the applicants had communicated to Planning Commission staff that they would not be able to submit revisions to include in this staff report by the deadline requested by staff and that they would provide an update during the public hearing on September 19th. An e-mail, detailing the original comments from staff, is attached for your reference. Items to consider referenced in this e-mail include permitted uses, access to the property, hours of operation, building materials, tree preservation, salvageable materials from the existing historic homes, building orientation and maximum building square footage.

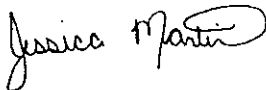
MAJOR CONCERNS OF NEIGHBORS / COMMISSIONERS:

(NOTE: The minutes will have these concerns in more detail) Four individuals came forward to ask questions and express any concerns. Commissioner Graham expressed concerns about the fence, materials and use. Mr. Chris Davenport explained some of the typical use and amended the fence and material development plan conditions.

VOTE:

A motion was made to approve with all eight (8) Commissioners present voting yea.

Sincerely,



Jessica Martin
Administrative Assistant II

ZONE CHANGE STAFF REPORT

DOCKET/CASE/APPLICATION NUMBER

2019-39-Z-BG

DEVELOPMENT ADDRESSES/LOCATION

**0, 1024, 1028 & 1032 Kenton Street
and 1023, 1027, 1031 & 1033
Greenwood Alley**

CCPC
City-County
Planning Commission
warrenpc.org | (270) 842-1953
1141 State Street
Bowling Green, KY 42101

PUBLIC HEARING DATE

September 19, 2019

PRE-APP DATE

March 7, 2019

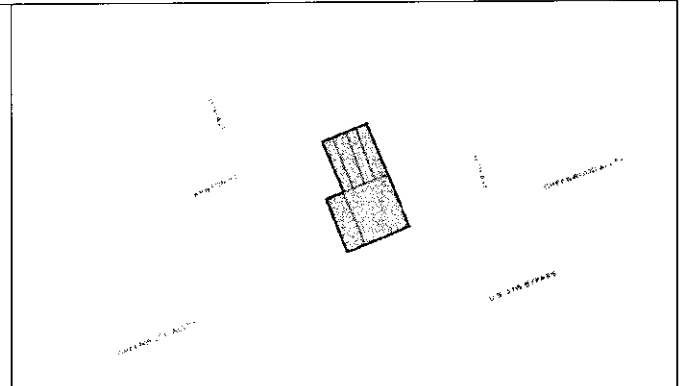
APPLICANT/PROPERTY OWNER

**CSR BG Investments, LLC
c/o Chris Robertson**

PVA PARCEL NUMBERS

**040C-06-025, 026, 027, 028, 047, 048,
050 and 051**

BRIEF SUMMARY OF REQUEST: The applicant is proposing to rezone 1.1140 +/- acres 1024, 1028, 1032 and 0 Kenton Street and 1023, 1027, 1031 and 1033 Greenwood Alley from RM-2 (Two-Family Residential) to GB (General Business) in order to develop contractor garages on the properties.

MAP SOURCE: <http://warrenpc.org/beta/gis/>

CURRENT ZONING	PROPOSED ZONING	FUTURE LAND USE	SIZE OF DEVELOPMENT	OTHER INFORMATION
RM-2	GB	Mixed-Use/Residential	1.1140 +/- Acres	<input checked="" type="checkbox"/> Development Plan Conditions
CURRENT LAND USE	PROPOSED LAND USE	FLUM AMENDMENT	PROPOSED DENSITY	<input checked="" type="checkbox"/> General Development Plan
Single Family Residential & Vacant	Commercial	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	N/A	<input type="checkbox"/> Neighborhood Meeting
				<input type="checkbox"/> Traffic Impact Study (TIS)
				<input type="checkbox"/> Environmental Assessment
				<input type="checkbox"/> Public Comments

PROPERTY HISTORY: R-2 (Two-Family Residential) is the original zoning of the properties. The properties were converted from R-2 to RM-2 (Two-Family Residential) through an amendment to the Zoning Ordinance in 2001.

COMPATIBILITY with COMPREHENSIVE PLAN: The properties are designated as Mixed-Use/Residential on the FLUM. The proposed GB district is listed as a potentially compatible zone in the Mixed-Use/Residential FLUM designation. The Planning Commission should determine if the proposed development is compatible with the surrounding area.

COMPATIBILITY with the SURROUNDING DEVELOPMENT: The properties are located in the urbanized area of Bowling Green. A site characteristic review indicates that there are adequate facilities and infrastructure available to support the proposed development. There are several mature trees located on the property. Site design has been addressed in the General Development Plan and development plan conditions, in conjunction with the requirements of the Zoning Ordinance. The Planning Commission should determine if the proposed development compatible with the surrounding area.

POINTS TO CONSIDER:

- ❖ The proposal is consistent with the FLUM and Mixed-Use/Residential category.
- ❖ The proposed development complies with a majority of the site characteristics review criteria.
- ❖ The proposed General Development Plan complies with a majority of the review criteria for site design and meets the minimum requirements in the Zoning Ordinance.
- ❖ The Planning Commission should determine if demolishing the existing historic homes and redeveloping the properties with multiple commercial buildings between Kenton Street and Greenwood Alley is compatible with the surrounding area and adjacent residential uses.
- ❖ At the time of the authoring of this report, the applicants had communicated to Planning Commission staff that they would not be able to submit revisions to include in this staff report by the deadline requested by staff and that they would provide an update during the public hearing on September 19th. An e-mail, detailing the original comments from staff, is attached for your reference. Items to consider referenced in this e-mail include permitted uses, access to the property, hours of operation, building materials, tree preservation, salvageable materials from the existing historic homes, building orientation and maximum building square footage.

Zone Change Staff Report

Note: Please see attached pre-application information for FLUM category descriptions and other below-referenced material.

FUTURE LAND USE MAP

FLUM Designation: Mixed-Use/Residential (please see the attached Future Land Use Map).

The Mixed-Use/Residential category applies to mixed-use areas where, taken as a whole, the primary land use is residential in a variety of housing types and densities, balanced by complementary retail, office, institutional and civic uses. The distribution of land among these various activities shall be implemented through specific zoning, with standards addressing the form and character of development to ensure compatibility. This designation applies to the historic core of downtown Bowling Green or urbanized areas being redeveloped with the primary use as residential where complementary commercial and services are provide in a contiguous area. Here, development standards should be tailored to emphasize an urban character and a mix and intensity of development appropriate to this unique center of activity. When proposed as part of a mixed-use development, Commercial uses should comprise of only twenty-five percent (25%) of such development. Standalone Commercial developments should not exceed ten percent (10%) of any contiguous area designated Mixed-Use/Residential. No commercial footprint should exceed ten thousand (10,000) square feet. Compatibility will be addressed by applying policies in LU-1.1.3 in conjunction with a general development plan.

SITE CHARACTERISTICS REVIEW

Layout, lot sizes and setbacks: The proposed layout of the site is depicted on the attached Preliminary Development Plan. Setbacks will adhere to the GB standards set forth in the Zoning Ordinance, including additional setbacks adjacent to single family uses.

Transportation Infrastructure: The properties have frontage on Kenton Street, a City maintained urban local roadway with twenty (20) feet of right-of-way and approximately sixteen (16) feet of pavement width. The property also has frontage on Greenwood Alley, a City maintained urban local roadway with twenty (20) feet of right-of-way and approximately fifteen (15) feet of pavement width.

Fire protection: The properties are served by the Bowling Green Fire Department.

Water adequacy: The properties are served by Bowling Green Municipal Utilities (BGMU).

Wastewater adequacy: The properties are located within 2,000 feet of public sanitary sewer and will be served by sewer if this application is approved.

Natural features: There are several mature trees located on the properties.

Prime farmland: The properties are not designated as prime farmland.

Flood plains and wetlands: There are no known floodplains or wetlands located on the properties.

Cultural or historical features: The homes located at 1024, 1028 and 1032 Kenton Street were built in 1941. The homes located at 1023, 1027 and 1031 Greenwood Alley were built in 1949. The home located at 1033 Greenwood Alley was built in 1914. None of the structures are locally designated historic properties, nor are they listed on the National Register of Historic Places. The applicant proposes to demolish all of the homes.

This application complies with the majority of the items in the Site Characteristics Review.

SITE DESIGN and COMPATABILITY REVIEW

Surrounding density: There is a mixture of low and moderate density residential uses in the vicinity.

Surrounding land uses: Please see the attached existing land use map. The surrounding area is comprised of single family residential, multi-family residential, commercial, and public-institutional uses. There are also some vacant tracts in the general vicinity.



Zone Change Staff Report

Surrounding architectural features: The surrounding area is comprised of a mixture of one-, one and a half and two-story structures, with the majority being one-story. The applicant has committed in the development plan conditions that no structure shall exceed twenty (20) feet in height.

Building materials review: There are a mixture of building materials present in the area including brick, masonry, wood and metal. The applicant did not address building materials.

Building orientation: The majority of the existing structures on Kenton Street are oriented toward the main roadway. There are rear-, side- and front-facing facades along Greenwood Alley. The applicant did not address building orientation.

Signage: The applicant has agreed in DPC #2 that signage on the property shall be limited to a maximum of one sign, which shall not exceed six (6) feet in height with a total sign face area of fifty (50) square feet on each sign face. The proposed sign shall also be externally illuminated, and will be a monument style sign. Any wall signage shall meet the requirements of the Zoning Ordinance.

Landscaping and screening: Landscaping will adhere to the standards set forth in the Zoning Ordinance, including vehicle use areas and between incompatible uses as required by the Zoning Ordinance.

Proposed open space: The maximum allowable lot coverage in the GB zone is 80%, meaning at least 20% will be open space.

Pedestrian, bicycle or transit facilities: Bicycle and pedestrian facilities do not currently exist on Greenwood Alley or Kenton Street. The nearest GO bg transit stop is located at the intersection of Greenwood Alley and East 10th Avenue.

AREA SPECIFIC POLICY REVIEW

Applicable plan(s): There are no focal point plans or corridor studies applicable to the proposed development.

GENERAL DEVELOPMENT PLAN / DEVELOPMENT PLAN CONDITIONS

The applicant submitted the following Development Plan Conditions to help address compatibility with the surrounding area:

- 1) All utility improvements will be underground.
- 2) Commercial signage on the property shall be limited to a maximum of one sign, which shall not exceed six (6) feet in height with a total sign face area of fifty (50) square feet on each sign face. The proposed sign shall also be externally illuminated, and will be a monument style sign. Any wall signage shall meet the requirements of the Zoning Ordinance.
- 3) The commercial uses on the property shall be limited to indoor garages and/or offices.
- 4) No outdoor storage of equipment or inventory shall be allowed. No outdoor overnight parking of trailers shall be allowed.
- 5) No structure shall exceed twenty (20) feet in height.
- 6) The development shall have one point of ingress/egress off of Kenton Street and one point of ingress/egress off of Greenwood Alley.
- 7) The developer agrees to construct a vinyl privacy fence no less than six (6) feet in height along all property lines adjoining residential uses.

The proposed General Development Plan meets a majority of the review criteria for site design and compatibility, and meets the minimum requirements of the Zoning Ordinance.



Zone Change Staff Report

FOCUS 2030 CATEGORY REVIEW

Applicable Goals, Objectives and/or Actions Items:

Future Land Use: LU-1.1.1, LU-1.1.2, LU-1.1.3, LU-2, LU-2.1.4, LU-2.3.1, LU-2.5, LU-2.5.2, LU-2.5.3

Transportation: TR-2.1

Community Facilities: N/A

Parks and Recreation: PR-1.7

Natural and Cultural Resources: NCR-1.1.6, NCR-2.4.1, NCR-2.5, NCR-2.5.3

Housing and Neighborhoods: HN-1, HN-1.2, HN-1.3, HN-2.3

Economic Development: ED-1, ED-3

This proposal complies with the FLUM and the Mixed-Use/Residential category, and with LU-1.1.1 and LU-1.1.2. The Planning Commission should determine if the proposal is compatible with the area and if it complies with LU-1.1.3.

The proposal may comply with LU-2 if the Planning Commission deems the proposal to be a high quality development that includes design standards tailored to preserve the character of the area.

The proposal does not comply with LU-2.1.4, PR-1.7 or NCR-1.1.6, as the applicant did not address the existing trees located on the property.

The proposal generally complies with LU-2.3.1 and TR-2.1. The applicant agreed that the development shall have one point of ingress/egress off of Kenton Street and one point of ingress/egress off of Greenwood Alley.

The Planning Commission should determine if the proposal will protect nearby neighborhoods and therefore complies with LU-2.5.

The proposal may comply with LU-2.5.2 and HN-1.2. The Planning Commission should determine if the proposed infill development is compatible with the surrounding area.

The proposal may comply with LU-2.5.3. The Planning Commission should determine if the proposal is an opportunity for revitalization and redevelopment.

The proposal does not comply with NCR-2.5 or NCR-2.5.3, as the applicant is proposing to demolish the historic homes located on the properties.

The proposal may comply with HN-1 and HN-1.3. The Planning Commission should determine if the proposal is a suitable infill project that will maintain or improve the existing character and pattern of development within the area and if it will strengthen nearby neighborhoods.

The proposal does not comply with HN-2.3, as the applicant plans to demolish the existing historic homes and is not building housing for low to moderate income families.

The proposal generally complies with NCR-2.4.1, as the development is proposed in an area where adequate infrastructure already exists, with the exception of existing road width, and would not result in added development pressure to the rural areas of Warren County.

The proposal may comply with ED-1. The Planning Commission should determine if the proposed development will help to diversify the local economy.

The application complies with ED-3, as the proposal is an entrepreneurial endeavor.

STAFF REVIEW SUMMARY

The proposal may be appropriate given the FLUM and Mixed-Use/Residential category. The applicant is proposing to develop the properties with contractor garages. The proposal complies with some of the review criteria listed in the review process. The Planning Commission should determine if the proposal is compatible with the area.



Zone Change Staff Report

SUGGESTED MOTIONS

I make the motion to **APPROVE** the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number **2019-39-Z-BG**.

Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report.

(Compliance Summary Listed at Bottom of Page - Note Exceptions if Applicable)

Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan.

Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

I make the motion to **DENY** the proposed Zoning Map Amendment, docket number **2019-39-Z-BG**.

Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is **not** consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its non-compliance with the objectives and action items presented in the staff report.

(Compliance Summary Listed at Bottom of Page - Note Exceptions if Applicable)

Therefore, the proposed Zoning Map Amendment is **not** in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

COMPLIANCE SUMMARY

Items In Compliance:			Items Not In Compliance	
<input type="checkbox"/> LU-1.1.1	<input type="checkbox"/> TR-2.1	<input type="checkbox"/> HN-1*	<input type="checkbox"/> LU-1.1.3*	<input type="checkbox"/> NCR-1.1.6
<input type="checkbox"/> LU-1.1.2		<input type="checkbox"/> HN-1.2*	<input type="checkbox"/> LU-2*	<input type="checkbox"/> NCR-2.5
<input type="checkbox"/> LU-1.1.3*	<input type="checkbox"/> NCR-2.4.1	<input type="checkbox"/> HN-1.3*	<input type="checkbox"/> LU-2.1.4	<input type="checkbox"/> NCR-2.5.3
<input type="checkbox"/> LU-2*			<input type="checkbox"/> LU-2.5*	
<input type="checkbox"/> LU-2.3.1			<input type="checkbox"/> LU-2.5.2*	<input type="checkbox"/> HN-1*
<input type="checkbox"/> LU-2.5*		<input type="checkbox"/> ED-1*	<input type="checkbox"/> LU-2.5.3*	<input type="checkbox"/> HN-1.2*
<input type="checkbox"/> LU-2.5.2*		<input type="checkbox"/> ED-3		<input type="checkbox"/> HN-1.3*
<input type="checkbox"/> LU-2.5.3*			<input type="checkbox"/> PR-1.7	<input type="checkbox"/> HN-2.3
				<input type="checkbox"/> ED-1*

**Denotes items in both the compliance and non-compliance columns. Planning Commission to determine compliance with these items.*





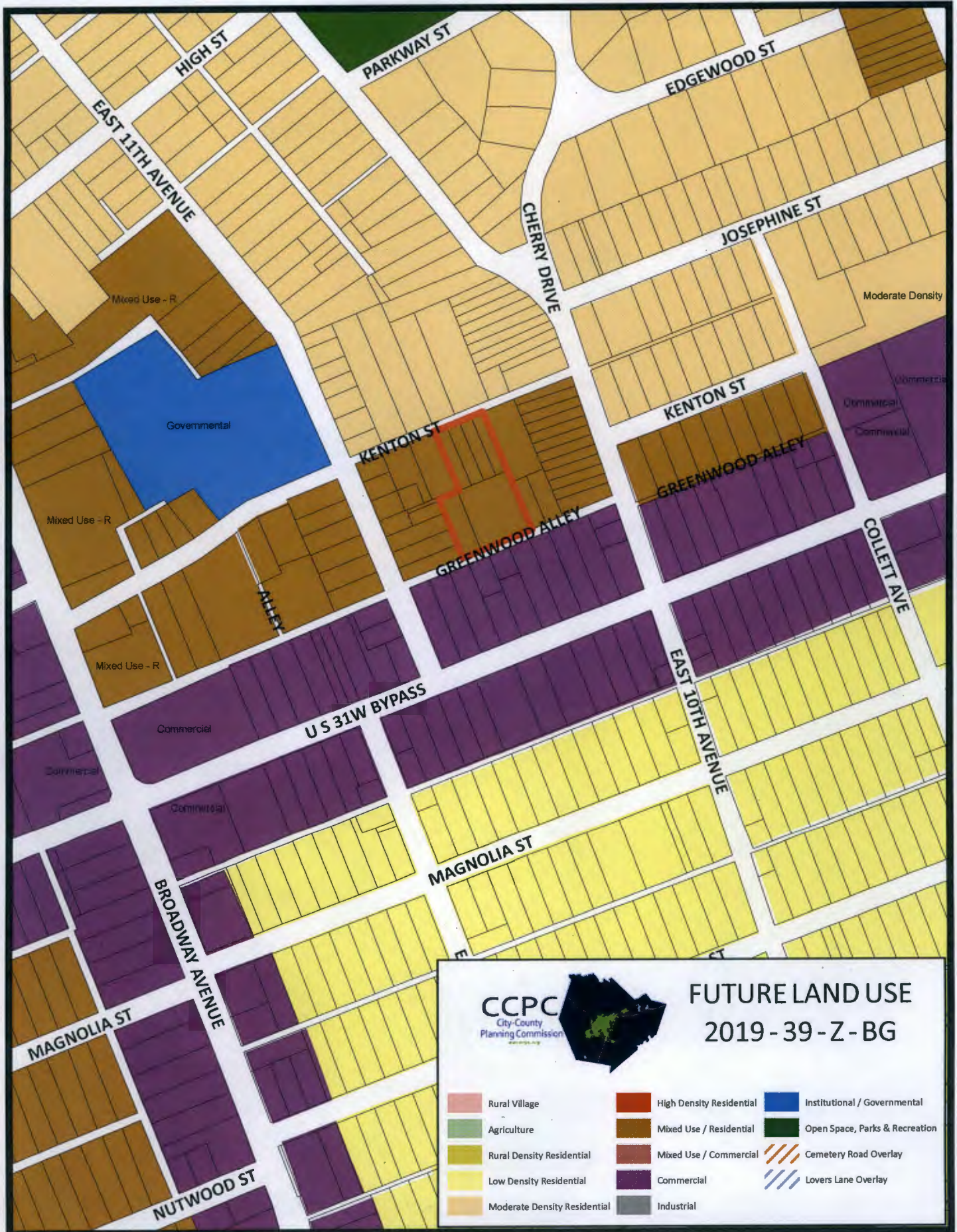
CCPC
City-County
Planning Commission



AERIAL
2019 - 39 - Z - BG

15 0 15 30 Feet





GENERAL NOTES:

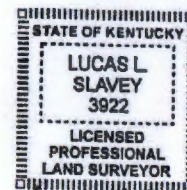
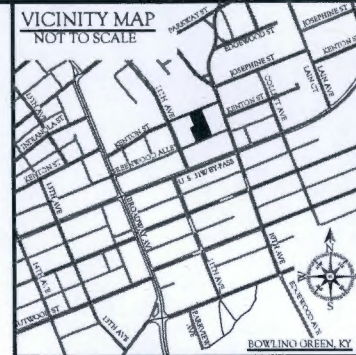
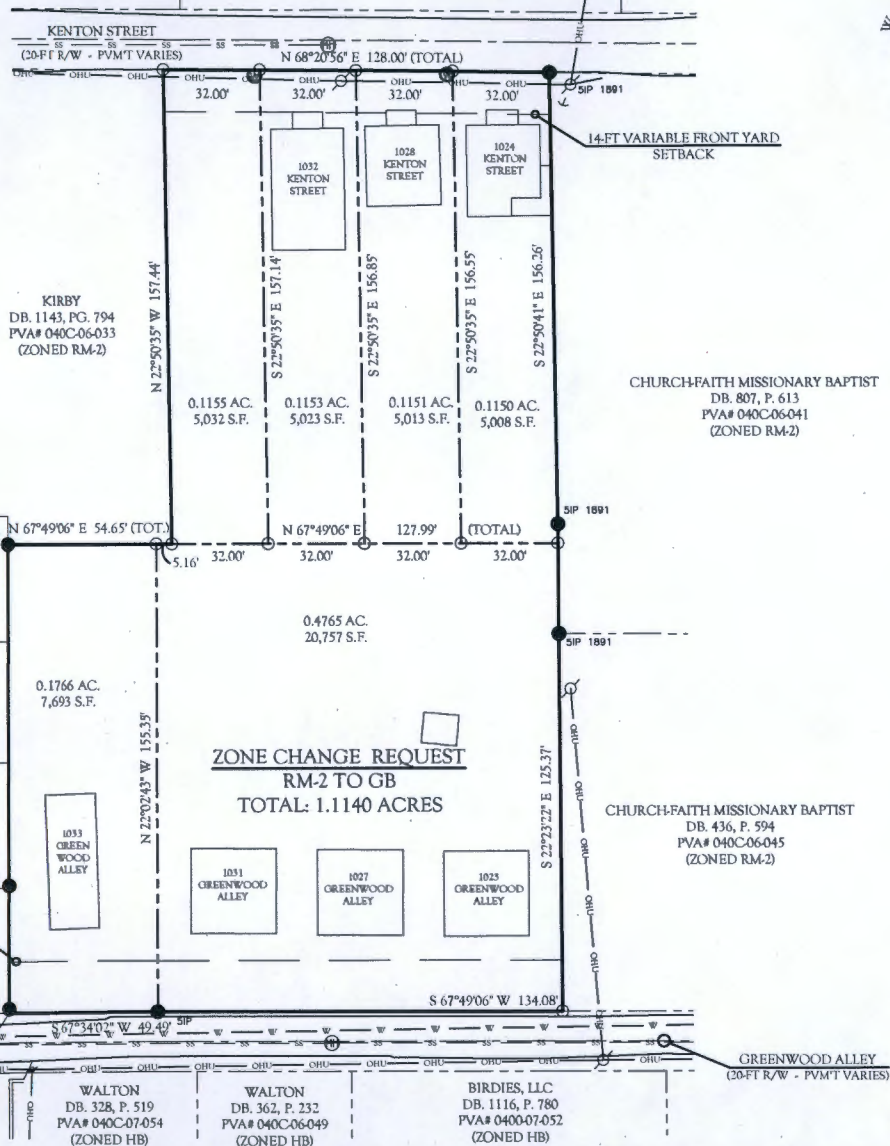
1. SOURCE OF TITLE: DEED BOOK 1150, PAGE 748, DEED BOOK 1175, PAGE 284, DEED BOOK 1172, PAGE 612, AND DEED BOOK 1169, PAGE 932.
2. TOTAL AREA OF THIS SURVEY: 1.1140 ACRES.
3. THIS SURVEY IS SUBJECT TO ALL FACTS THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
4. DATE OF FIELD SURVEY: AUGUST 8, 2019.
5. SOURCE OF BEARING: NAD83, KY SOUTH ZONE.
6. THE SURVEY AS SHOWN HEREON IS A RURAL SURVEY AND THE ACCURACY AND PRECISION OF SAID SURVEY MEETS ALL THE SPECIFICATIONS OF THIS CLASS.
7. THIS PLAT REPRESENTS A BOUNDARY SURVEY AND COMPLIES WITH 201 KAR 18:150.
8. THE BEARINGS AND DISTANCES AS SHOWN HEREON ARE BASED ON AN UNADJUSTED RANDOM TRAVERSE.
9. UNADJUSTED CLOSURE 1:80,345.
10. ALL SET IRON PINS SHOWN ARE 5/8-INCH DIAMETER BY 18-INCHES LONG REBAR WITH YELLOW PLASTIC CAPS STAMPED "L SLAVEY KY 3922".

UTILITY NOTE:

UTILITIES SHOWN HEREON WERE LOCATED FROM FIELD EVIDENCE AND OTHER AVAILABLE RECORDS. OTHER UTILITIES MAY EXIST THAT MAY NOT BE SHOWN. NO GUARANTEE IS EXPRESSED OR IMPLIED AS TO THE LOCATION OF THE UTILITIES.

FLOOD NOTE:

THEREBY CERTIFY THAT THE PROPERTY AS SHOWN HEREON IS NOT IN A 100 YEAR FLOOD PLAIN AS LOCATED BY FLOOD INSURANCE RATE MAP #21227C0306E, DATED MAY 2, 2007.



Lucas Slavey
8-22-2019

GENERAL LEGEND

- MONUMENT FOUND
- IRON PIN SET
- ⊕ EXISTING GUY WIRE
- ⊕ EXISTING POWER POLE
- ⊕ EXISTING FIRE HYDRANT



SCALE: 1" = 40'

REZONING PLAT FOR:

1023, 1027, 1031, 1033 GREENWOOD ALLEY, AND
1024, 1028, 1032, 1036 KENTON STREET
BOWLING GREEN, KY

VAN METER & SLAVEY, LLC
PROFESSIONAL ENGINEERING - LAND SURVEYING

1015 Shire Lane - Bowling Green, KY 42103
P: 270.799.1001 F: 270.721.0011 E: lslavey@vanmeter.com

DRAWN BY: JAC
CHECKED BY: RHM
APPROVED BY: LLS

SURVEY DATE: 8-8-2019
PLOT DATE: 8-22-2019

SHEET: 1 OF 1

OWNER/CLIENT:
CSR BG INVESTMENTS, LLC
1266 US 31W BYP
BOWLING GREEN, KY 42101

GENERAL NOTES:

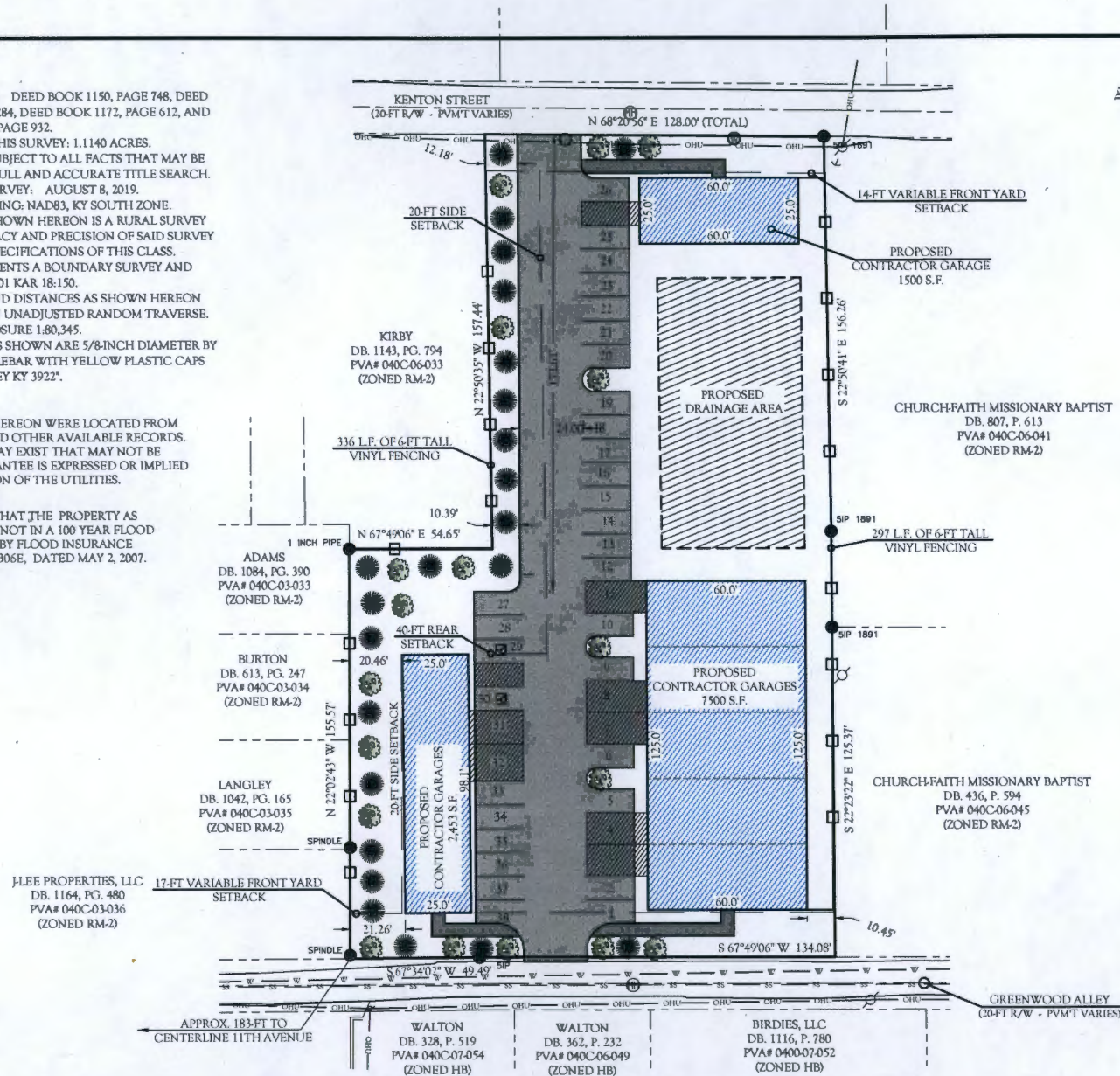
1. SOURCE OF TITLE: DEED BOOK 1150, PAGE 748, DEED BOOK 1175, PAGE 284, DEED BOOK 1172, PAGE 612, AND DEED BOOK 1169, PAGE 932.
2. TOTAL AREA OF THIS SURVEY: 1.1140 ACRES.
3. THIS SURVEY IS SUBJECT TO ALL FACTS THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
4. DATE OF FIELD SURVEY: AUGUST 8, 2019.
5. SOURCE OF BEARING: MAD83, KY SOUTH ZONE.
6. THE SURVEY AS SHOWN HEREON IS A RURAL SURVEY AND THE ACCURACY AND PRECISION OF SAID SURVEY MEETS ALL THE SPECIFICATIONS OF THIS CLASS.
7. THIS PLAT REPRESENTS A BOUNDARY SURVEY AND COMPLIES WITH 201 KAR 18:150.
8. THE BEARINGS AND DISTANCES AS SHOWN HEREON ARE BASED ON AN UNADJUSTED RANDOM TRAVERSE.
10. UNADJUSTED CLOSURE 1:80,345.
11. ALL SET IRON PINS SHOWN ARE 5/8-INCH DIAMETER BY 18-INCHES LONG REBAR WITH YELLOW PLASTIC CAPS STAMPED "L SLAVEY KY 3922".

UTILITY NOTE:

UTILITIES SHOWN HEREON WERE LOCATED FROM FIELD EVIDENCE AND OTHER AVAILABLE RECORDS. OTHER UTILITIES MAY EXIST THAT MAY NOT BE SHOWN. NO GUARANTEE IS EXPRESSED OR IMPLIED AS TO THE LOCATION OF THE UTILITIES.

FLOOD NOTE:

THEREBY CERTIFY THAT THE PROPERTY AS SHOWN HEREON IS NOT IN A 100 YEAR FLOOD PLAIN AS LOCATED BY FLOOD INSURANCE RATE MAP #21227C0306E, DATED MAY 2, 2007.

**OWNER/CLIENT:**

CSR BG INVESTMENTS, LLC
1266 US 31W BYP
BOWLING GREEN, KY 42101

**PRELIMINARY
FOR REVIEW ONLY
NOT FOR LAND TRANSFER
OR CONSTRUCTION**

GENERAL LEGEND

- MONUMENT FOUND
- IRON PIN SET
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING FIRE HYDRANT



SCALE: 1" = 40'

REZONING EXHIBIT FOR:

1023, 1027, 1031, 1033 GREENWOOD ALLEY, AND
1024, 1028, 1032, 1036 KENTON STREET
BOWLING GREEN, KY

VAN METER & SLAVEY, LLC

PROFESSIONAL ENGINEERING - LAND SURVEYING

1015 Shire Lane - Bowling Green, KY 42103
P: 770.799.1001 F: 770.721.0011 E: lslavey@vms.net

DRAWN BY: JAC CHECKED BY: RHM SURVEY DATE: 8-8-2019
APPROVED BY: LIS PLOT DATE: 8-21-2019

SHEET: 1 OF 1

CCPCCity-County
Planning Commission
warrenpc.org**APPLICATION FOR ZONING MAP AMENDMENT**

Docket Number:

2019-39-Z-BG

Public Hearing Date:

9/19/09

Date Application Filed:

8/22/2019

Pre-Application Meeting Date:

3/7/2019**APPLICANT(S) INFORMATION**1) APPLICANT(S) NAME(S): Chris RobertsonNames of Officers, Directors, Shareholders or Members (If Applicable):

Mailing Address:

P.O. Box 1067Bowling Green, KY 42102

Phone Number:

270-202-1812

Cell Number: _____

E-Mail Address: _____

2) PROPERTY OWNER(S) NAME(S): Chris Robertson/CSR BG Investments, LLC

Mailing Address: _____

Phone Number: _____

Cell Number: _____

E-Mail Address: _____

PLEASE USE ADDITIONAL PAGES IF NEEDED3) APPLICANT(S) ATTORNEY: Christopher T. Davenport

Name of Law Firm:

Broderick & Davenport, PLLC

Phone Number: _____

Cell Number: _____

E-Mail Address: _____

PROPERTY AND PROPOSED DEVELOPMENT INFORMATION

Property Address:

1024, 1208, 1032, 1036 & 1038 Kenton St., 1023, 1027, 1031 & 1033 Greenwood Alley

PVA Parcel Number:

040C-06-025 26 27 28 30 47 48 50 51

Acreage:

1.1140

Current Zoning:

RM-2

Proposed Zoning:

GB

FLUM Designation:

Mixed Use Residential

PROJECT SUMMARY

Please describe the proposed use of the property

The proposed use is for contractor utilized garages, with outdoor parking and storage prohibited.

FINDINGS REQUIRED FOR ZONE CHANGE

In order for the Planning Commission to make a recommendation for a zoning map amendment, it must make findings of fact in support of its recommendation. Please provide a detailed explanation as to:

- ☐ What major economic, physical or social changes, if any, have occurred in the vicinity of the property in question that were not anticipated by the Comprehensive Plan and which have substantially altered the basic character of the area, which make the proposed amendment to the Official Zoning Map appropriate. This explanation shall contain a list of such specific changes, a description as to how said changes were not anticipated by the comprehensive plan, a description as to how said changes have altered the basic character of the area and a description as to how said changes make the proposed amendment to the official zoning map appropriate; or
- ☐ Why the original zoning classification of the property in question is inappropriate or improper; or
- ☒ How the proposed zoning map amendment is in agreement with the FOCUS 2030 Comprehensive Plan, Including the Future Land Use Map (Please see attached Comprehensive Plan Compliance Checklist).

Please check (✓) one of the above findings of fact and cite specific evidence to address such finding in the space provided below. Please attach additional sheets if more space is needed.

The rezoning is consistent with the FOCUS 2030 Comprehensive Plan, as evidenced by its compliance with the FLUM.

APPLICATION CHECKLIST

- ☐ A completed and signed Application
- ☐ Plat prepared by a licensed surveyor (please include one (1) 11" x 17" or smaller copy)
- ☐ Adjacent Property Owners Form
- ☐ General Development Plan (please include one (1) 11" x 17" or smaller copy)
- ☐ Development Plan Conditions
- ☐ Written Narrative Detailing Compliance with Findings Required for Zone Change on Page 2
- ☐ Application Fees
- ☐ Water/Sewer Verification
- ☐ Traffic Impact Study (If Applicable)
- ☐ Geologic Analysis (Heavy Industrial development with a DRASTIC Index > 160)
- ☐ Neighborhood Meeting Date (If Conducted): _____

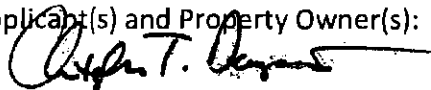
APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

Date:

1)



8/22/19

Christopher T. Davenport / Attorney
(please print name and title)

2)

(please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Land Use Certificate Fee: _____

Date Fees Received: _____

Pre-Application Conference Information

Date: March 7, 2019

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Planning Commission
warrenpc.org



com

PROPERTY INFORMATION

Attendees: Chris Robertson, Jace Caldwell

Property Location: 1023, 1027, 1031 & 1033 Greenwood Alley, 1024, 1028, 1032, 1030 & 1030 Kenton St and U PVA Parcel #(s): 040C-06-25, 26, 27, 28, X, 47, 48, 50 and 51

Property Owner(s): CSR BG Investments LLC and Hudson Capital Properties, LLC Contract Vendee(s): n/a

Current Zoning: RM-2 Proposed Zoning: ~~XXXXXX~~ GB

Current Land Use: Single Family, Vacant Proposed Land Use: contractor garages

APPLICATION TYPE

- ☒ Zoning Map Amendment
- ☒ FLUM Amendment to: not needed for RM-3
- ☐ Development Plan/ Development Plan Conditions Amendment
- ☐ Conditional Use Permit
- ☐ Variance
- ☐ Other _____

ADDITIONAL DOCUMENTATION REQUIRED

- ☐ Traffic Impact Study
- ☒ Development Plan Conditions
- ☒ General Development Plan
- ☒ Water / Sewer Verification
- ☐ Geologic Analysis
- ☐ Other _____

COMPREHENSIVE PLAN / FLUM COMPLIANCE REVIEW

(FLUM and Category Descriptions are Attached)

FLUM Designation

- | | | |
|--|---|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Rural Density Residential | <input type="checkbox"/> Low Density Residential |
| <input type="checkbox"/> Moderate Density Residential | <input type="checkbox"/> High Density Residential | <input checked="" type="checkbox"/> Mixed-Use / Residential |
| <input type="checkbox"/> Mixed-Use / Commercial | <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Institutional / Governmental | <input type="checkbox"/> Open Space, Parks & Recreation | <input type="checkbox"/> Rural Village |
| <input type="checkbox"/> Special Focal Point Plan / FLUM | | |

Applicable Goals, Objectives and Action Items

Future Land Use

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> LU-1.1.1 | <input checked="" type="checkbox"/> LU-1.1.2 | <input checked="" type="checkbox"/> LU-1.1.3 | <input checked="" type="checkbox"/> LU-1.1.4 |
| <input checked="" type="checkbox"/> LU-2 | <input checked="" type="checkbox"/> LU-2.1 | <input type="checkbox"/> LU-2.1.1 | <input type="checkbox"/> LU-2.1.2 |
| <input type="checkbox"/> LU-2.1.3 | <input checked="" type="checkbox"/> LU-2.1.4 | <input checked="" type="checkbox"/> LU-2.3.1 | <input type="checkbox"/> LU-2.3.4 |
| <input type="checkbox"/> LU-2.4 | <input checked="" type="checkbox"/> LU-2.5 | <input checked="" type="checkbox"/> LU-2.5.2 | <input checked="" type="checkbox"/> LU-2.5.3 |
| <input type="checkbox"/> LU-2.8 | <input type="checkbox"/> LU-2.8.1 | <input type="checkbox"/> LU-2.9 | <input type="checkbox"/> LU-2.10 |

Transportation

- | | | | |
|---------------------------------|--|-------------------------------|-------------------------------|
| <input type="checkbox"/> TR-1.1 | <input checked="" type="checkbox"/> TR-2.1 | <input type="checkbox"/> TR-3 | <input type="checkbox"/> TR-4 |
|---------------------------------|--|-------------------------------|-------------------------------|

Community Facilities

- | | | | |
|----------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> CF-1.1 | <input type="checkbox"/> CF-1.4 | <input type="checkbox"/> CF-2.6 | <input type="checkbox"/> CF-5.3 |
| <input type="checkbox"/> CF-10.1 | | | |

Parks and Recreation

- | | | | |
|--|---------------------------------|-------------------------------|---------------------------------|
| <input checked="" type="checkbox"/> PR-1.7 | <input type="checkbox"/> PR-1.8 | <input type="checkbox"/> PR-3 | <input type="checkbox"/> PR-5.2 |
|--|---------------------------------|-------------------------------|---------------------------------|

Natural and Cultural Resources

- | | | | |
|------------------------------------|---|---|---|
| <input type="checkbox"/> NCR-1.1 | <input checked="" type="checkbox"/> NCR-1.1.6 | <input type="checkbox"/> NCR-1.3 | <input type="checkbox"/> NCR-1.4 |
| <input type="checkbox"/> NCR-2.1 | <input type="checkbox"/> NCR-2.2 | <input type="checkbox"/> NCR-2.4 | <input checked="" type="checkbox"/> NCR-2.4.1 |
| <input type="checkbox"/> NCR-2.4.3 | <input checked="" type="checkbox"/> NCR-2.5 | <input checked="" type="checkbox"/> NCR-2.5.3 | |

Housing and Neighborhoods

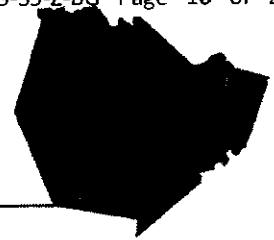
- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> HN-1 | <input checked="" type="checkbox"/> HN-1.2 | <input checked="" type="checkbox"/> HN-1.3 | <input checked="" type="checkbox"/> HN-2.1 |
| <input checked="" type="checkbox"/> HN-2.3 | <input type="checkbox"/> HN-3.2 | <input type="checkbox"/> HN-3.6 | <input checked="" type="checkbox"/> HN-4 |
| <input type="checkbox"/> HN-6 | | | |

Economic Development

- | | | | |
|--|---------------------------------|--|---------------------------------|
| <input checked="" type="checkbox"/> ED-1 | <input type="checkbox"/> ED-1.8 | <input checked="" type="checkbox"/> ED-3 | <input type="checkbox"/> ED-4.5 |
| <input type="checkbox"/> ED-9.1 | <input type="checkbox"/> ED-9.3 | | |

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SITE CHARACTERISTICS REVIEW

Layout, Lot Sizes and Setbacks

☐ Internal Street(s): n/a
☐ Minimum Lot Size: 8,000 SF
5000 SF

☐ Proposed Setbacks:

☐ Minimum Lot Width:

utilize variable setback
50'
also additional setbacks
adjacent to SF use

Transportation Infrastructure

What type of Roadway will serve the proposed development?

☐ Warren County

☒ Bowling Green

☐ KYTC

☐ Other _____

What is the road width of the roadway that will serve the development? 16' +/- Kenton Street
12' +/- Greenwood Alley

Fire Protection / Water Adequacy Verify w/BGMU

Does the proposed development meet the minimum requirements? ☒ YES ☐ NO

☒ All property located within the designated Bowling Green / Warren County Urbanized Area: 600 gallons per minute at 20 pounds of residual pressure.

☐ All property located outside the designated Bowling Green/ Warren County Urbanized Area: 250 gallons per minute with 20 pounds of residual pressure for Agriculture, Rural Residential and/or Residential Estate districts and 600 gallons per minute at 20 pounds of residual pressure for all other districts.

Wastewater Considerations

☐ Public Sewer Available ☒ Property within 2,000' of Public Sewer ☐ On-Site Septic System

Natural Features

Are there any natural features present on the property (i.e. streams, ponds, woodlands, sinkholes, etc.)?

There are several mature trees located on the property.

Soil Suitability n/a

How is the property classified in terms of soil suitability (See Figure 27, APP-63)?

☐ Not Limited

☐ Somewhat Limited

☐ Very Limited

Prime Farmland

How is the property classified in terms of farming suitability (See Figure 28, APP-64)?

☐ Prime Farmland

☐ Prime Farmland if Protected from Flooding

☐ Farmland of Statewide Importance

☒ Not Prime Farmland ☐ Unclassified

Flood Plains and Wetlands

Is the property (or a portion of the property) located within a flood plain or wetland? ☐ YES ☒ NO

Cultural and Historical Features

Are there any cultural/historical features located on the property (i.e. cemetery, historic structure, etc.)?

All of the existing homes are historic - construction dates include 1855, 1914, 1941 and 1949

These are all proposed to be demolished

**Pre-Application Conference
Information**



SITE DESIGN AND COMPATIBILITY REVIEW

Surrounding Density: There is a mixture of low and moderate density residential uses in the vicinity.

Surrounding Land Uses: Single Family, Commercial, Public-Institutional, Multi-Family Residential and Vacant

Surrounding Architectural Features: The surrounding area is comprised of a mixture of 1, 1 1/2 and two story structures, with the majority being one story.

Building Materials: There are a mixture of building materials present in the area including brick, masonry, wood and metal

Building Orientation: The majority of the existing structures on Kenton are oriented toward the main roadway. There are both rear and front facing facades along Greenwood Alley.

Landscaping / Screening: Required by the zoning ordinance for vehicle use areas and incompatible uses.

Proposed Open Space: minimum 20% in ~~RM-3~~ GB

Connectivity: n/a

Pedestrian, Bicycle or Transit Facilities: Bike/Ped facilities do not currently exist on Greenwood Alley or Kenton Street. The nearest GO by transit stop is located at the intersection of Greenwood Alley and East 10th Avenue.

AREA SPECIFIC POLICY REVIEW ☐ YES ☒ NO

Is the property located within the boundary of any special Focal Point Plans, Overlay Districts, etc?

- ☐ Cemetery Road Overlay District
- ☐ Lovers Lane Overlay District
- ☐ Scottsville Road Corridor Study Area
- ☐ Woodburn Focal Point Plan

- ☐ Walnut Valley Focal Point Plan
- ☐ Cedar Ridge Focal Point Plan
- ☐ Smiths Grove Focal Point Plan
- ☐ Oakland Focal Point Plan

STAFF NOTES

- Rezone to ~~RM-3~~ GB
- ~~26 units +/-~~ depending on total acreage contractive garages proposed
- Utilize variable front setback on Kenton w/ parking internal
 - maximum building SF
 - signage
 - utility placement
- ~~8 units max in RM-3~~
- Possible DPCs:
 - Building materials
 - Building Height
 - Building orientation
 - Tree preservation
 - Hours of operation
 - Access
 - open space?
 - prohibited uses/permitted uses
 - screening/buffering
- Donate salvageable materials to nonprofit prior to demo
- Underground utilities

Pre-Application Conference Information

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FLUM AND CATEGORY DESCRIPTIONS

Future Land Use

Objective LU-1.1: Upon Plan adoption, utilize the Future Land Use Map (FLUM, Figure FLU-4) to guide decision-making regarding land uses and development proposals.

Action LU-1.1.1: The Future Land Use Map (FLUM, Figure FLU-4) shall be used to determine the consistency which exists between future land use and development proposals.

Action LU-1.1.2: The following land use categories are depicted on the FLUM and shall be used in conjunction with the map to determine the consistency of land use and development proposals:

Agriculture (AG)

This land use designation applies to those rural areas relatively remote from the expanding rural-suburban fringe, where agriculture uses are predominant with small and large-scale farm operations. This classification can also include undeveloped areas used for open space and large tract single family residential property.

While the presence of R-E zoned land is acknowledged, and in some small areas, this zoning may even be prevalent, a new "conservation development alternative" to development under conventional AG or R-E zoning, will become available to landowners. Conservation development is an approach to the design of residential subdivisions, which is highly suited to rural areas where the retention of open space, farmland, or uninterrupted vistas of the scenic, rural landscape is desired (See Page FLU-24 for a map of proposed Land Conservation Development Areas). Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Rural Density Residential

This land use designation applies to those rural areas relatively close to the suburban fringe. It also applies to areas where property fragmentation has occurred within unincorporated areas or near farming activities through provisions for "exception lots" in the AG zoning district or through re-zoning and incremental subdivision of land as Residential Estate lots with gross densities ranging from zero (0) dwelling units per acre to one (1) dwelling units per acre. Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Low Density Residential

This land use designation comprises areas designated for single-family detached development and attached single-family development including twin homes where each unit is platted on its own individual lot, with gross densities ranging from zero to four and a half (4.5) dwelling units per acre. Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Moderate Density Residential

This land use designation encourages areas developed for higher density single-family detached and attached (RS-1C & RS-1D), as well as semi-detached multi-family development such as duplexes and townhouses, apartment buildings, condominiums and mobile home parks. Densities in this land use should range between three and a half (3.5) and thirteen (13) dwelling units per acre.

High Density Residential

This land use designation consists of areas occupied by multifamily housing, including higher density duplexes, townhomes, apartment buildings and condominiums. Densities exceeding eight (8) dwelling units per acre are encouraged in this Future Land Use category. High density single family may also be acceptable at five and a half (5.5) dwelling units per acre or greater.

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Commercial

This land use designation consists of a broad array of commercial development, including individual commercial (retail, service, hotel or office) businesses that may exist along a highway corridor or a business district, as well as larger planned shopping centers and office parks. Limited high density multifamily uses are allowed to be mixed into commercial areas. These uses should be limited to upper stories or blended in or scattered among commercial uses. No more than 25% of any contiguous area designed Commercial should contain a multifamily uses. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Mixed Use

The Future Land Use Map includes two categories of mixed land use. They refer to areas that combine complementary activities – for example, retail, office or other commercial uses with residences, or industry with commerce. These can be existing developed areas, such as downtown Bowling Green, which retain a mixture of uses; or undeveloped or developing areas where the basic qualities of those existing mixed-use areas (efficient use of land, higher development intensities, and pedestrian friendliness) are intended to be replicated. Bringing a diversity of uses together, in close proximity with one another, makes it possible to encourage the pedestrian orientation and to reduce vehicular trips and traffic congestion.

The development pattern in mixed-use areas may include different uses housed in different structures (sometimes on a single site), or different uses stacked one on top of another in a single structure. Generally, both of these development types are likely to be found in the mixed land use districts, which differ primarily in the relative amount of each land use that is encouraged in them. There are two sub-categories of mixed-use, based on the predominant character encouraged in each:

Mixed-Use/Residential

This category applies to mixed-use areas where, taken as a whole, the primary land use is residential in a variety of housing types and densities, balanced by complementary retail, office, institutional and civic uses. The distribution of land among these various activities shall be implemented through specific zoning, with standards addressing the form and character of development to ensure compatibility.

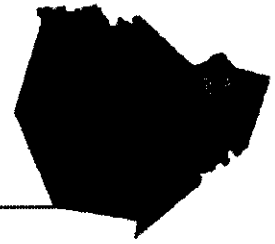
This designation applies to the historic core of downtown Bowling Green or urbanized areas being redeveloped with the primary use as residential where complementary commercial and services are provided in a contiguous area. Here, development standards should be tailored to emphasize an urban character and a mix and intensity of development appropriate to this unique center of activity. When proposed as part of a mixed-use development, Commercial uses should comprise of only twenty five percent (25%) of such development. Standalone Commercial developments should not exceed ten percent (10%) of any contiguous area designated Mixed-Use Residential. No commercial footprint should exceed ten thousand (10,000) square feet. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Mixed-Use/Commercial

This category applies to strategic areas, mostly undeveloped today, that are located near designated industrial parks and accessible from major transportation corridors. These areas are envisioned as predominately large-scale employment and business centers, albeit supplemented by compatible light industrial, retail, services, hotels and, where appropriate, higher density residential development (stand-alone or in mixed-use developments). The distribution of land among these various activities shall be addressed through specific zoning. However, primary activities in these areas may include low and medium-rise office complexes, as well as environmentally friendly manufacturing and business centers.

On large tracts, these uses should be encouraged to develop in a campus-like setting, with quality architecture and generous, connected open space to maximize value, promote visual quality, and encourage pedestrian activity between employment areas and areas of supporting uses such as retail, restaurants, and residential. The primary focus of this category is commercial mixed uses with complementary residential comprising of up to 50% of the contiguous area. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Pre-Application Conference Information



Industrial

This land use designation consists of areas developed or suitable for the uses permitted in the light (LI) and heavy (HI) industrial zoning categories. Because such areas require rail and truck access, future industrial development will continue to gravitate to the rail corridors and I-65 interchanges. Complementary service and commercial uses are allowed up to 25% of the total contiguous area. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Institutional / Government

This land use designation consists of major public institutions, including the WKU campus and public schools, and governmental functions and operations such as the airport, government offices, and police and fire stations.

Open Space, Park and Recreation

This land use designation applies to all existing City and County owned public parks, golf courses, other recreational facilities, and permanently protected open spaces of countywide significance.

Rural Village

This land use designation is intended to provide for the continued vitality of the existing commercial and residential mixed use areas found in the smaller rural agricultural centers throughout Warren County. The rural village brings a sense of community and identification to the surrounding rural areas with an emphasis on providing essential goods and services to rural residents, but are not intended as employment designations for urban residents.

Neighborhood scale commercial uses are encouraged as pockets of mixed use developments. Commercial uses should be limited in size and scale (less than 10,000 square feet) and only allow uses permitted in the zones outlined in the table below. When proposed as part of a mixed-use development, commercial components should only comprise of no more than 10% of any such development. Standalone commercial development should not exceed more than 25% of any contiguous area designated Rural Village. Limited moderate density multifamily uses may be appropriate in some areas if limited in size and scale. Compatibility will be assessed by applying policies in LU-1.1.3 below, in conjunction with a general development plan, and by applying specific policies found in Focal Point Plans, area plans, corridor studies, or any other plan created and approved by the Planning Commission.

Future Land Use Category	Residential Density Range	Potentially Compatible Zoning Designations
Agriculture	0-0.2**	AG, RR*, RE*
Rural Density Residential	0-1.0**	RR, RE
Low Density Residential	0-4.5**	RR, RE, RS-1A, RS-1B, PUD
Moderate Density Residential	3.5-13	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, PUD, MHP
High Density Residential	5.5 or greater	RS-1D, RM-3, RM-4, GB, OP-R, CB, PUD, MHP
Commercial	25% of development or 10% of total contiguous area	RM-3, RM-4, GB, HB, OP-C, CB, PUD
Mixed-Use / Residential	75% of development or 90% of total contiguous area	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, NB, GB, OP-R, CB, PUD
Mixed-Use / Commercial	50% of contiguous area	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, RM-4, OP-C, HB, LI, PUD
Industrial	Not allowed	OP-C, HB, LI, HI
Institutional / Government	Not allowed	P
Open Space, Parks and Recreation	Not allowed	P
Rural Village	75% of development or 90% of total contiguous area	RR, RE, RS-1A, RS-1B, RM-2, RM-3, NB, OP-R, GB, PUD

* Allowed only with Agriculture FLUM exception lots as defined in LU-1.1.4

** Higher densities may be allowed in a Conservation Subdivision.

Pre-Application Conference Information



Action LU-1.1.3: Requested re-zonings (zone changes) shall be reviewed for consistency with the FLUM and the Development Review Provisions listed below.

Development Review Provisions

- ❖ **Map and General Policy Review** – The first step in determining compliance with the Comprehensive Plan is determining if the proposed use and zone are in agreement with the Future Land Use Map (LU-1.1.1) and Future Land Use categories listed in LU-1.1.2. Additionally, applicable goals, objectives, and action items found in the Comprehensive Plan that may apply to the proposed use and zone should be identified as part of the community wide development compliance.
- ❖ **Site Characteristics Review** – Unless specifically exempted by the zoning ordinance or by the Planning Commission, all zone change requests must be accompanied by a General Development Plan including any or all of the following: location and bulk of buildings and other structures, intensity of use, density of development, streets, ways, parking facilities, signs, drainage of surface water, access points, a plan for screening and buffering utilities, existing and man-made and natural conditions, and all other conditions requested by the Planning Commission and agreed to by the applicant. Each site shall identify the applicable site specific characteristics below and incorporate them on the general development plan, or in the application. The Planning Commission will consider how these items relate to relevant goals, objectives, and action items contained within the comprehensive plan as well as any other applicable codes, regulations or policies.
 - Proposed development layout, lot sizes, and setbacks (HN-1.2)
 - Transportation system adequacy or provisions for improvements (LU-2.3.1, TR-2.1)
 - Fire protection district, nearest station and hydrant locations (CF-1.1, CF-1.4, TR-3, TR-4)
 - Public water location, provider and certification of availability (CF-1.1, CF-1.4)
 - Waste water location, provider and certification of availability (CF-1.1, CF-1.4)
 - Existing natural features (NCR-1.1, NCR-1.3)
 - Identification of prime farmland (Map FLU-2, NCR-2.4)
 - Soil suitability (Map 32)
 - Location of flood plains or wetlands (NCR-1.1)
 - Cultural and/or historical assets being removed or preserved (NCR-2.1, NCR-2.2)
- ❖ **Site Design and Compatibility Review** – All proposals for new development must be assessed to determine their compatibility with the existing surrounding development. Compatibility may be shown because the proposed use is the same as the surrounding neighborhood, or it may be established by site design, buffering, control of access through the adjacent neighborhood, or other measures. Developments should address the following site design and compatibility considerations:
 - Surrounding density (HN-1.2)
 - Surrounding land uses (LU-2)
 - Surrounding building architecture including height, bulk, scale, massing, etc. (HN-1.2)
 - Proposed building materials (HN-1.2)
 - Building orientation in relation to the roadway (HN-1.2)
 - Proposed landscape buffering and/or screening (HN-1.2)
 - Proposed open space (LU-2.1.1, PR-2)
 - Connectivity to adjacent properties (LU-2.1.2)
 - Any pedestrian, bicycle or greenway facilities existing or proposed connections (LU-2.1.3, TR-3, TR-4, NCR-1.4, PR-3)

Pre-Application Conference Information



- ❖ **Area Specific Policy Compliance** – In addition to the review items above, the Planning Commission will consider area specific policies created in focal point plans, area plans, corridor studies, and/or other similar plans created by the Planning Commission or other local and state government organizations. (LU-2.4, LU-2.8)

Action LU-1.1.4: The following is a recommended protocol for the use of the Future Land Use Map and amending the FLUM.

Purpose / Relationship to Zoning

While the Zoning Map, and its associated zoning districts, defines specific uses and development types currently permitted for individual properties, the Future Land Use Map depicts more broadly the likely pattern of land uses that may exist in the future. Therefore, the FLUM does not directly determine the specific development that may be approved for a particular property. Applicants for zoning changes must demonstrate that the proposed use / development is consistent with the land use designation on the FLUM. However, consistency with the FLUM is only one of several considerations, and all other development criteria must be met for a rezoning approval, per the process laid out in the zoning ordinance and in KRS 100.213. Because FLUM designations are considerably broader than provided in specific zoning districts, several different zoning districts may conform to the provisions of a single FLUM land use category. However, in cases where a proposed development type and associated zoning district is clearly inconsistent with the FLUM, and/or other provisions of the Comprehensive Plan, such rezoning approvals shall not be granted until and unless the FLUM is amended.

Exceptions

The following types of re-zoning requests shall not require FLUM amendment prior to consideration for approval:

- Emergency situations requiring immediate actions to protect public health, safety and welfare (e.g., providing temporary housing for those displaced by a natural disaster) .
- Corrections of zoning map errors
- Single Family Residential rezoning requests for single family non-conforming parcels that are less than 5 acres in size, and are compatible with existing residential land uses, and where only one new lot is being created from a parent tract that existed prior to July 1, 2001.
- Rezoning requests of 10 acres or less, where a proposed development site lies within two or more future land use designations, if at least 50% of the property lies within a future land use designation which is consistent with the proposed zoning district.
- Rezoning requests for property located within the Agriculture FLUM designation where the result will be the enlargement of an existing agricultural tract and the number of lots will remain the same as (or less than) what existed at the time the rezoning application was filed. The remaining lot must meet the requirements of the proposed zone and no lot resulting may be non-conforming.

Procedures for Amending the FLUM

The Planning Commission's approval of a FLUM amendment request should be based on at least one of the following criteria:

- A demonstrated over-riding public benefit of the proposed development (this may include the provision of a major public facility or amenity, the provision of a major source of employment or an economic development asset that cannot be accommodated in a location consistent with the current FLUM).
- The request is a correction of inconsistencies or mapping errors contained within the FLUM.
- That the proposed use is clearly compatible with existing surrounding development as demonstrated by the applicant. This review should include a compatibility assessment of the proposed use, which includes, but is not limited to, location and bulk of buildings and other structures, building height, building materials, intensity of use, density of development, location of parking and signage within the surrounding area. In addition, the applicant must prove that the proposed amendment will not result in development that exceeds the capacity of existing infrastructure (such as roads, water, sewer and stormwater).

Pre-Application Conference Information



Goal LU-2: Encourage compact, sustainable, high quality development which protects community character, provides balanced land uses and which is tailored to the variety of urban, suburban and rural sections of Warren County.

Objective LU-2.1: Improve design standards and establish incentives for urban and suburban residential development.

Action LU-2.1.1: Consider increasing or refining the standards for open space retention in new residential development, to ensure an adequate share of such space is usable and of scenic or ecological value.

Action LU-2.1.2: Consider adoption of a "roadway connectivity index" applicable to new residential development or other developments with a significant residential component (40% or more).

Action LU-2.1.3: Consider encouraging new developments to incorporate planned greenway links (as per the Greenbelt Master Plan) into their developments or, at a minimum, to provide connections to the greenway system whenever possible.

Action LU-2.1.4: Consider adopting incentives to promote the preservation of existing trees on private property before, during, and after development, and standards that discourage clear cutting of trees.

Action LU-2.3.1: Improve standards for access management (e.g., review spacing of driveways, consider requiring driveway sharing or parking lot connectivity, etc.) in order to reduce traffic "friction" and enhance safety.

Action LU-2.3.4: Require that proposals for heavy industrial development in areas with a DRASTIC index of greater than 160 be accompanied by a detailed geologic analysis to determine the carrying capacity of the underlying soils with respect to the possibility of accidental spills of hazardous materials and storm water management.

Objective LU-2.4: Establish a consistent sector/small area planning process to focus on areas of the County or the City that require special attention and a more detailed level of planning.

Objective LU-2.5: Stabilize and protect Bowling Green's older neighborhoods.

Action LU-2.5.2: Prepare guidelines to ensure the compatibility of infill development, particularly next to historic structures and sites.

Action LU-2.5.3: Continue to identify and promote opportunities for revitalization and redevelopment.

Objective LU-2.8: Continue to apply selected policies established in prior focal plans and overlay districts, in particular those pertaining to the smaller incorporated cities and corridors.

Action LU-2.8.1: Continue to implement the adopted policy plans for Lovers Lane, Cemetery Road, Walnut Valley, the Cedar Ridge Neighborhood and the rural villages of Smiths Grove, Oakland and Woodburn. Any discrepancies between the 2030 Comprehensive Plan Future Land Use Map and the adopted policy plan maps shall follow that of the adopted policy plan (Volume 2 - Appendix 3).

Objective LU-2.9: Identify techniques to protect the County's small municipalities and rural settlements from development that is out-of-character.

Objective LU-2.10: Identify and designate "special character areas" such as scenic roads and viewsheds for protection.

Pre-Application Conference Information

CCPC

City-County
Planning Commission
warrenpc.org



Transportation

Action TR-1.1: In reviewing development applications, identify the need to retain rights-of-way for roadways depicted in the long-range plans of the MPO and the KYTC.

Action TR-2.1: Continue to require that all private and public development is undertaken in a manner which promotes connectivity and minimizes traffic congestion on the existing road network, by implementing measures such as (but not limited to) the following:

- o Adjacent developments shall provide for internal circulation between them in accordance with the subdivision regulations.
- o At least one stub street should be constructed into each adjacent undeveloped property of 10 acres or more. The design of future alignment of street extensions onto adjacent tracts should benefit the surrounding community. Subsequent development of these adjacent tracts shall connect to the original stub street.
- o Access to existing collector and arterial roads shall be provided by newly constructed public streets spaced not closer than 600 feet on collectors and not closer than 1,320 feet on arterials.
- o All residential developments of 10 lots or more shall be served by an interior street system.
- o Development within the City limits of Bowling Green shall comply with the City's adopted Traffic Access Management Manual.

Objective TR-3: Pedestrian and Bicycle Mobility: Promote pedestrian and bicycle mobility through an integrated network of sidewalks, paths and trails and through the encouragement of bicycle and pedestrian-friendly streets and land use and development patterns.

Objective TR-4: Transit System: Expand opportunities for transit alternatives to auto-dependence for local, citywide, countywide and regional travel.

Community Facilities

Action CF-1.1: Proactively plan all public facilities to support desired land use patterns. Complete plans within timeframes sufficient to allow strategies for meeting future needs to be implemented before current planned capacities are exceeded.

Action CF-1.4: Consider establishing a process for coordinated development review with utility providers, Planning Commission staff, parks department representatives, school district representatives, postal service representatives, fire and police representatives and other such relevant agencies, to expedite and more effectively coordinate development reviews.

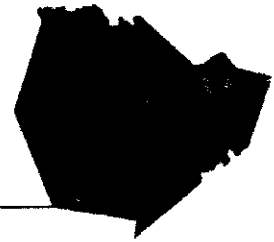
Action CF-2.6: On-site sewage disposal systems may continue to be used provided that:

- o The Health Department must perform a site evaluation to determine the location, size and type of on-site system to install.
- o The site evaluation must be performed and the on-site disposal system located on the site before obtaining a building permit.
- o Every on-site disposal system installation, regardless of lot size, must be approved by the Health Department.

Action CF-5.3: Any new subdivision encompassing 5 lots or more shall be required to provide a minimum fire flow of 250 GPM. An exemption for subdivisions consisting of no more than 4 lots will continue to apply.

Action CF-10.1: Promote technologies that reduce the impact of development and human activities on the environment, including sustainable development patterns, green building (e.g., encourage the use of green technologies in new construction, but also place an emphasis on adaptive reuse of existing buildings, and responsible deconstruction and reuse of building materials), alternative transportation, etc.

Pre-Application Conference Information



Parks and Recreation

Action PR-1.7: As necessary, review and enhance standards for new residential developments to ensure:

- Connectivity of open spaces to the County's greenways system.
- Protection of stream corridors and floodplains.
- Protection and enhancement of tree canopy.

Action PR-1.8: Adopt conservation/cluster subdivision design provisions to encourage the protection of open space, farmland, and rural character, making this approach an attractive alternative to conventional development in the AG zoning district.

Objective PR-3: Continue to implement the Greenbelt System Master Plan and other programs that support bicycle and pedestrian recreation and mobility.

Action PR-5.2: Provide and encourage appropriate levels of public access and amenities along the County's blueways, where feasible.

Natural and Cultural Resources

Objective NCR-1.1: Review and, as necessary, modify the land development regulations to ensure that land use and development decisions consider the physical suitability and natural resources of individual sites or areas anticipated for development.

Action NCR-1.1.6: Consider amending the Zoning Ordinance and/or Subdivision Regulations to include standards and incentives for the protection of existing trees on infill and redevelopment sites before, during and after land development. The standards should take into account the health and maturity of existing trees to determine whether trees should remain in place, may be removed, or should be relocated (either on- or off-site) upon development.

Objective NCR-1.3: Ensure that development is compatible with the natural environment, preserves unique landscapes and natural areas, conserves environmental resources and minimizes human impact on the natural environment.

Objective NCR-1.4: Take advantage of local natural resources to create, protect, and enhance, and maintain recreational, educational, and cultural opportunities and activities, as long as such uses are compatible with those resources.

Objective NCR-2.1: Gather, analyze and continuously update data about Warren County's unique cultural resources.

Objective NCR-2.2: Support educational efforts to increase awareness of Warren County's cultural resources and to foster their preservation.

Objective NCR-2.4: Implement strategies and tools to preserve and enhance Warren County's rural and agricultural heritage, including its agricultural landscapes and viewsheds, rural village centers, rural landmarks, and scenic rural corridors, etc.

Action NCR-2.4.1: Use the Future Land Use Map, together with the policies in the Land Use, Transportation, and Community Facilities elements, in particular, to direct development first to areas where infrastructure already exists, in order to reduce the premature development pressure on the countryside.

Action NCR-2.4.3: Adjust zoning and subdivision regulations to require development in rural village centers to be compatible in design and placement with existing surrounding structures, and to contribute to the historic character of the community.

Objective NCR-2.5: Promote the economic viability and vitality of historic neighborhoods, historic districts, and rural landscapes, adjusting local government decision-making processes, as necessary, to adequately consider cultural resources and historic preservation.

Action NCR-2.5.3: Consider cultural historical resources in applicable development review.

Pre-Application Conference Information



Housing and Neighborhoods

Objective HN-1: Promote the development of infill sites with existing urban services and suitable redevelopment projects that maintain or improve existing character, development patterns and urban design.

Action HN-1.2: Establish in the Zoning Ordinance clear compatibility criteria for new redevelopment and infill projects based on factors such as (but not limited to): building scale (massing, height), setbacks, parking location, landscaping and architectural character. Criteria may also include such items as requirements for compatible densities, street patterns, etc. (e.g., average density of new development should not exceed the density by more than 50 percent of the surrounding area, defined as that area located within a 1,000 foot radius).

Action HN-1.3: Continue to identify and promote opportunities for infill and redevelopment, particularly projects which may strengthen existing neighborhoods and districts.

Action HN-2.1: Promote the diversification of new housing stock by applying variable zoning densities and allowing a range of housing types in suitable locations, consistent with the Future Land Use Map. (e.g., mixed-use centers, etc.).

Action HN-2.3: Where housing is in severe disrepair to the point that rehabilitation is financially unfeasible, explore the possibility of acquiring and razing the structure to facilitate developing new housing for low and moderate-income families. In cases of residential structures with historical significance, a higher threshold should apply for determining that rehabilitation is financially unfeasible.

Action HN-3.2: Make revitalization of the "Shake Rag" neighborhood a priority, including housing rehabilitation activities, streetscape improvements, residential infill development, relocation of selected businesses, relocation of overhead utility lines, creation of a "heritage walk" from Fountain Square to the Barren Riverfront, development of minority-owned businesses and identification of historic properties.

Action HN-3.6: Revisit and, as necessary, adjust zoning in neighborhoods which are predominantly single family, but designated for multi-family use. Characteristics of existing zoning designations that may need to be adjusted could include, but are not limited to: (a) failure to protect the primarily single-family neighborhood from more intensive development; and/or (b) failure to promote new residential development that is sensitive in scale, form, and density to the established neighborhood character.

Objective HN-4: Encourage an array of housing options in all parts of Warren County.

Objective HN-6: Provide for the housing needs of the elderly, disabled and those in need of transitional housing.

Economic Development

Objective ED-1: Pursue actions to strengthen core industries, retain existing businesses and industries in the community and attract new businesses and industries, particularly those that will help to diversify the local economy.

Action ED-1.8: Encourage the development and expansion of healthcare facilities and support facilities for those of retirement age.

Objective ED-3: Support local small businesses, entrepreneurial endeavors and industries.

Action ED-4.5: Allow and encourage agri-tourism, farmers' markets, local Co-ops and community supported agriculture (CSAs), farmstands, accessory farm businesses, agricultural festivals, equestrian events and other activities that help to support a viable agriculture economy.

Action ED-9.1: Support new cultural and entertainment venues, such as the development of a whitewater course on the Barren River, and completion of the Heritage Trail (a walking path from Fountain Square to the Riverfront), in Downtown Bowling Green, that complement current establishments such as the minor league baseball stadium, the Southern Kentucky Performing Arts Center and the Historic Railpark and Train Museum.

Action ED-9.3: Consider the need for tourist support facilities (hotels, restaurants, etc.) when making land use and zoning decisions.

Rachel Hurt

From: Rachel Hurt
Sent: Wednesday, September 04, 2019 8:28 AM
To: 'Chris T. Davenport'
Cc: 'Kellie A. Harwood'; Chris Robertson; 'Jace Caldwell'
Subject: Staff Comments: Proposed Zone Change - Kenton Street and Greenwood Alley

Good Morning,

In reviewing the proposed application for the rezoning of the properties located on Kenton Street and Greenwood Alley, staff has generated the following comments for your consideration:

- Proposed development plan condition (DPC) #3 outlines the permitted commercial uses on the property and includes indoor garages and/or offices. Is it the intent that this DPC apply to office uses as defined in Section 5.1 of the zoning ordinance? If so, can you please clarify and update as necessary?
- The zoning ordinance states that contractors and others who perform services off-site are only included in the Office category, if equipment and materials are not stored at the site or are stored completely within the building, and fabrication or similar work is not carried on at the site. Based on this information, the first portion of DPC #4 can be omitted since it is already a requirement of the zoning ordinance.
- DPC #6 addresses access to the property. Would you also consider a requirement that access be reviewed and approved by the Bowling Green Public Works Department?
- During the pre-application meeting, we also discussed the following potential DPC topics and related goals and objectives from the FOCUS 2030 Comprehensive Plan:
 - o Hours of operation (LU-1.1.3, LU-2.5.2, HN-1, HN-1.2, HN-1.3)
 - o Building materials (LU-1.1.3, LU-2.5.2, HN-1, HN-1.2, HN-1.3)
 - o Tree preservation (LU-2.1.4, PR-1.7, NCR-1.1.6)
 - o Donating salvageable materials to nonprofit prior to demolition of existing historic homes (NCR-2.5, NCR-2.5.3)
 - o Building orientation (LU-1.1.3, LU-2.5.2, HN-1, HN-1.2, HN-1.3)
 - o Maximum building square footage (LU-1.1.3, LU-2.5.2, HN-1, HN-1.2, HN-1.3)

To ensure timely delivery of meeting materials to our Planning Commissioners, please submit any revisions you may have no later than **Wednesday, September 11th at 9:00 AM.**

Please let me know if you have any questions or concerns regarding the above comments. I am happy to assist however I can!

Sincerely,

Rachel Hurt
 Planner III



1141 State Street
 Bowling Green, KY 42101
 270.842.1953

DEVELOPMENT PLAN CONDITIONS

These Development Plan Conditions are filed pursuant to Section 3.10 and 3.11 of the Joint Zoning Ordinance of Warren County, Kentucky,

Property Owner: CSR BG Investments, LLC

PVA Parcel Number: 040C-06-025; 26; 27; 28; 30; 47; 48; 50 & 51

Legal Description: See attached Exhibit A

Source of Title:

These Development Plan Conditions are for 1.1140 acres being rezoned from RM-2 to GB.

DEVELOPMENT PLAN CONDITIONS

1. All utilities improvements will be underground.
2. Commercial signage on the property shall be limited to a maximum of one sign, which shall not exceed six (6) feet in height with a total sign face area of fifty (50) square feet on each sign face. The proposed sign shall also be externally illuminated, and will be a monument style sign. Any wall signage shall meet the requirements of the Zoning Ordinance.
3. The commercial uses of the property shall be limited to indoor garages and/or offices.
4. No outdoor overnight parking of trailers shall be allowed.
5. No structure shall exceed twenty (20) feet in height or 9,000 in square feet.
6. The development shall have one point of ingress/egress off of Kenton St. and one point of ingress/egress off of Greenwood Alley. Access shall be reviewed and approved by the Bowling Green Public Works Department.
7. The developer agrees to construct a vinyl privacy fence no less than six (6) feet in height along the east and west property lines.
8. Hours of operation shall be limited to 6 am to 8 pm.

- These foregoing Development Plan Conditions shall be binding upon the owner, his or her heirs, successors, personal representatives, assigns the Planning Commission and legislative bodies of Bowling Green and Warren County, Kentucky, as of the date of adoption unless otherwise amended pursuant to Section 3.11.8 of the Joint Zoning Ordinance of Warren County.**

Signed this the 2 day of October 2019.

COMMONWEALTH OF KENTUCKY)
)S
COUNTY OF WARREN)

SUBSCRIBED AND SWORN TO before me by Chris Robertson, as President of CSR BG Investments, LLC on this 2 day of October, 2019.

Notary Public- State at Large 625018
My Commission Expires: 7-9-23

HON. CHRISTOPHER T. DAVENPORT
BRODERICK & DAVENPORT, PLLC
 921 College St.,
 P.O. Box 3100
 Bowling Green, KY 42102-3100
 Telephone: 270-782-6700
 Fax: 270-782-3110
cdavenport@broderickfirm.com

SUMMARY MINUTES
City-County Planning Commission of Warren County
September 19, 2019 @ 6:00 p.m.
City Hall - Commission Chambers
3rd Floor, 1001 College Street, Bowling Green, KY

PRESENT:

Albert Rich
Mary Vitale
Mary Belle Ballance
India Unseld
Tim Graham
Eric Madison
Dean Warren
Velma Runner

The City-County Planning Commission of Warren County was called to order by Chairman Velma Runner.

A. ROLL CALL:

Chairman Runner requested Jessica Martin to conduct roll call in order to determine a quorum. A quorum was determined with eight (8) of the twelve (12) Commissioners present at the time of the roll call.

B. APPROVAL OF MINUTES:

Chairman Runner stated all Commissioners had received the Minutes of the meeting held on September 5, 2019 in their packets. Chairman Runner asked if there were any corrections to the minutes. Being none, she asked for a motion. The Motion was made by Commissioner Warren that the minutes be approved, seconded by Commissioner Vitale, and agreed upon (8 years) to approve the Summary Minutes of the September 5, 2019 meeting as written.

Hon. Hamp Moore, of Cole and Moore Law Office, Attorney for the Planning Commission, requested the Chairman order that the Joint Zoning Ordinance of Warren County, Kentucky; the Subdivision Regulations; and the Comprehensive Plan with all of its elements effective as of this date (September 19, 2019) be introduced as exhibits for each of tonight's hearings. He further requested the Chairman order that the Staff Report, with all attachments together, along with the Commission's entire file for the applications be likewise introduced as exhibits. Hon. Hamp Moore asked that the Oath be administered to Ben Peterson, Executive Director, Monica Ramsey, Planner, and Rachel Hurt, Planner be sworn as witnesses before the Planning Commission and that their oath and qualifications be reflected in the record for tonight's hearing. Chairman Runner so ordered and swore in the witnesses.

C. FINANCIAL

Chairman Runner stated the July Financial Report was in the packets. She asked if there were any questions or comments. Being none, she moved to the next item on the agenda.

D. PRELIMINARY SUBDIVISIONS & SITE DEVELOPMENT PLANS

Chairman Runner asked if there were any questions or comments on the Subdivision and/or Site Development Plan approvals. Being no questions or comments, she proceeded to the next item on the agenda.

E. LETTERS OF CREDIT AND PERFORMANCE BONDS

Chairman Runner stated there was one letter of credit or performance bond on tonight's agenda.

1. Release the cash bond for construction on Brownstone Farms in the amount of \$53,100.00 from GTS Properties, LLC.

Chairman Runner asked if there were any questions. Being none, she asked for a motion. The motion was made by Commissioner Warren, seconded by Commissioner Vitale, and agreed upon (8 yeas) to approve the above Letter of Credit and Performance Bond.

F. OLD BUSINESS

Chairman Runner announced there was one item on old business for tonight's agenda.

2019-37-Z-BG – Mirsad Alic and Tim Wheeler have filed an application to rezone a portion of tracts of land containing approximately 73.06 acres located at 6309 Russellville Road from AG (Agriculture) and GB (General Business) to HB (Highway Business), RM-4 (Multi-Family Residential) and LI (Light Industrial), with a general development plan.

Mrs. Rachel Hurt stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Warren asked if there were any changes since the last hearing. Mrs. Hurt stated there have not been any changes submitted since the last hearing. Commissioner Warren stated the application seems very vague. Mrs. Hurt stated all the uses in the zoning ordinance can still occur on the site besides the ones they prohibited. Commissioner Graham asked about materials. Mrs. Hurt stated building materials was addressed for the RM-4 section but not the HB or LI portion of the application. Commissioner Graham asked about the Southwest Parkway. Mrs. Hurt stated the right-of-way has already been required and can be viewed on the maps. Mr. Peterson stated there is funding from Russellville Road to the first interchange but there are no short term or immediate plans to go any further than that. He stated the right-of-way was acquired about 15 years ago. Chairman Runner asked if there were any further questions for the staff. Being none, she called forward the applicant.

Mr. Chris Davenport came forward as the attorney for the applicants. He stated the application says Tim Wheeler but Frank Tim Wheeler passed away in December and the contract is between the Wheeler family and Mr. Alic. He stated he requested this application be tabled two weeks ago and went downstairs and have some discussion with Mr. Hodges and was told he would be in touch. He stated he heard the end of last week that they had a representative but then that representative wouldn't be involved. He hoped he would hear suggestions in the last two weeks to appease some concerns but he did not get any request from the neighbors. He stated there is a lot of property zoned in the Walnut Valley Focal Point Plan that is currently inconsistent. Mr. Davenport offered the following amendments to the DPC: RM-4 section – DPC 10. There will be a maximum of 200 units. All structures shall face the newly proposed street(s). He stated that made a density of 25 dwelling units per acre. HB Section adding to DPC 3 – The exteriors of all structures shall be comprised, at a minimum, 50% brick, stone, cement board or EFIS. LI section DPC 10. All structures shall face the newly proposed street(s). Mr. Davenport stated

when the cemetery was discussed; the family and engineers have tried to figure out where the cemetery would be. He stated they have not found it yet. He stated the clients will diligently and reasonably search for the cemetery, and if found they will preserve it consistent with applicable statute and regulation. DPC for LI (11), RM-4 (11) and HB (13) – There will be at least 20% open space. The developers/owners will diligently and reasonably search for the cemetery, and if found, they will preserve it consistent with applicable statute and regulation. Commissioner Graham asked about the walking trails suggested by the Focal Point. Mr. Davenport stated he would need to speak to his clients. DPC for LI section add to DPC 7. There shall be a 100 feet setback at any property line adjacent to current Single Family Residential Use. He stated when they obligated themselves to the 100 feet setback that prohibits building and parking since the DPC 2 reads the way it does. Mr. Davenport stated many of the policies are in compliance and when Mrs. Hurt went through the report there was 11 that she stated where either not in compliance or questionable and with the revisions he proposed the only ones that are left has to do with compatibility and are issues that come before this board with every case. To address Commissioner Warren's comment about the application being vague, Mr. Davenport stated this is a large tract with industrial and commercial areas that most development like this does not know what exactly is going in. He stated he limited proposed uses as best he can. Commissioner Graham asked how detailed the multi-family portion was in the concept plan. Mr. Davenport stated it will have to change a little since they committed to 20% open space. Commissioner Graham asked if he had elevations. Mr. Davenport stated no since they didn't know who was going to develop it. He stated the DPCs limits the RM-4 portion to two management entities. Commissioner Graham stated the Walnut Valley Focal Point states it should be a single management use. Mr. Davenport stated he will discuss that issue with his client. Mr. Davenport stated this request is complaint with the FLUM and heavy industrial exists within a stone throws of this application. Commissioner Rich asked if Mr. Davenport was stated he did not know what the Light Industrial use would be. Mr. Davenport stated that was correct but he did spend some time with the Article 5 use chart in the Zoning Ordinance and prohibited some of the uses they know will not go in there. Mrs. Hurt read the current uses that was prohibited and stated there was several that still could be there that he did not mention. Chairman Runner asked if there were any further questions for the applicant before opposition. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. She asked for the spokesperson to come forward.

Mr. Gerald Barr, 401 West McLellan Road, came forward and was sworn in. He presented a slide show that he prepared with photos of the entrance of Stone Crest subdivision. He expressed concern about the vague application. He stated he called Mr. Davenport's office today and they didn't talk about any of the provisions that is proposed tonight. He stated the application says Tim Wheeler and explained the history of the property and deed being from the year 1918. He expressed concern of not knowing who owns the property and who Mr. Davenport is representing. Mr. Barr stated before you take a case you are supposed to make sure there is no conflict of interest but Mr. Davenport represented him last year. He expressed concern about the provisions done on the floor tonight and not having a signed copy. Mr. Barr explained that page 6 of the staff report says that it complies with 4 policies and does not comply with 5 policies. He stated for FM-30 there is 11-12 policies that they don't comply with. He expressed how the proposed development is not compatible with the surrounding development through pictures on his slideshow. He expressed how the application shows a trucking company is being proposed and showed pictures of how it will look by his single family subdivision. He expressed concerns about a bunch of pavement and concrete. He felt we should be environmental friendly. He read over the Walnut Valley Focal Point Plan and how the application does not comply with most of

the policies. He stated the development coming in will decrease the value of their homes which will decrease the taxable value of them and the taxes the county gets each year. He stated the subdivision property owners have worked too hard for their investments and homes and asked the Commission to not take that away from them. Commissioner Graham asked Mr. Barr that one of the concerns was open space but asked if he had the assurance that 20% was in writing would that appease him. Mr. Barr stated he would have to talk to all the residents that are present. He stated that is one of sixteen items that they have concerns about. Commissioner Graham stated in that number that he just listed have been updated on the floor tonight and have been addressed. Mrs. Hurt stated she could work on getting more up-to-date policies that are in compliance. Commissioner Graham has WV-2a was addressed, WV-2e is partial addressed besides the walking trail; WV-2h is a single development that they requested. Mr. Barr stated he is more concern with the policies on page 9 and 10 and this development is not compatible.

Ms. Ashley Burnette, 308 Stone Ridge Street, came forward and was sworn. She stated her home is one of the homes that would be most impacted with a trucking company in her back yard even if it is 100 yards away. She expressed how Stone Crest is the perfect neighborhood to raise a family and asked to help preserve the high quality of the area. She stated they gladly welcome Highway Business and residence that enhances their neighborhood and growth to the area. Ms. Burnette stated she is opposed to Light Industrial which the Walnut Valley Focal Point does not allow. She stated this is not an area that is designed for a trucking company since it comprises of single family or agriculture.

Mr. Tom Napier, 260 Stone Ridge Street, came forward and was sworn in. He stated how long he has been in Bowling Green and when he purchased his home. He expressed concern about the vagueness application. He stated the Walnut Valley Focal Point states all development shall compliment the area and since this isn't detailed there is no way the Board can determine this. He expressed concern about fuel and how Rockfield is solid rock and the sinkholes and detention of water. He further expressed concerns about hazardous materials and waste, hours of operation, aesthetics of a trucking company, and the proposed connection of a parkway that does not exist so all traffic will be coming out of Russellville Road. Mr. Napier stated there are no trucking companies existing today beside single family residences in Warren County because the Planning Commission hasn't allowed it. He felt that was because they are incompatible.

Mr. Ralph Schwartz, 135 Stone Ridge Street, came forward and was sworn in. He stated he contacted the county about the current water detention situation and nothing has been done. He expressed concerns that this will make it worse.

Mr. Rhette Foust, 375 West McLellan Road, came forward and was sworn in. He expressed concerns about noise pollution. He stated they are protecting what their investment are and how they will not be able to enjoy with the noise. He stated they are not against progress but let it be something that enhances the area.

Mr. David Morrow, 304 Stone Ridge Street, came forward and was sworn in. He expressed concern about the wildlife and how it will be affected with the development. He expressed concerns of the light pollution and sky glow affecting their experience of the night sky.

Mr. Ben Hilton, 175 Hearthstone Circle, came forward and was sworn in. He presented a slide show of water shed map and flooding pictures of property that backs up to the proposed development. He explained the water basin for the subdivision and direction of water on the

water shed map. The pictures are from 2010, 1997 and from February of this year and call it Lake Stone Crest.

Mr. Steven Burnette, 308 Stone Ridge Street, came forward and was sworn in. He explained the historical implement of the proposed development and explained he had a history degree from WKU. He discussed how the home was built in 1844 and survived the Civil War and stated there was a spring water distillery near the house in 19th and 20th century. He stated his hobby is to study historical maps and looked at 1952 map and shows the 1844 house and to the east shows a log cabin and what he believes a cemetery. He encourages the no vote to preserve the history.

Mr. Mujkanovic, 575 West McLellan Road, came forward and was sworn in. He stated he lives in the area and was in favor of the application. He stated this will give an economic opportunity that comes with this project. He stated the flooding is a neighborhood issues since it is not on the proposed tract. He stated the noise was brought up but yet there is a train track nearby that runs every morning. Mr. Mujkanovic stated this will offer jobs to those in needs like his younger brother who has been looking for two years and could walk there. He stated the pictures shown of a trucking company were not a fair representation since they have the owner of TAZ trucking here tonight which is a 20 million project off of Nashville Road which is a beautiful building. He felt this would benefit the value of the homes. He felt they needed to accept the fact that something will be built on the property one day and need the growth for the community. He asked for the board to think about the future.

Ms. Benita Hodges, 160 Stone Crest Avenue, came forward and was sworn in. She showed a picture of her backyard. She stated the Highway Business is being proposed to be against that tree line. She stated a football field distance will still be to close because it will take away her sunrise away.

Mr. Gary Chaffin, 185 Hearthstone Circle, came forward and was sworn in. He stated his backyard adjoins the Wheeler property. He explained his history of building his house and raising his family and grandchildren there. He stated the application will not be compatible with Stone Crest, especially a trucking company. He stated that use does not enhance their subdivision or their quality of life.

Mr. Fuji Avdic, 466 Day Star Circle, came forward and was sworn in. He stated he does not live in the neighborhood but is a local entrepreneur that owns Stryker Logistics which is not a trucking company but is a warehousing company that manages logistics. He stated they are running out of space and is in support of this project. He stated he does not want to go out of the county and this will help him keep it in Warren County.

Mr. Kevin Kriby, 1130 High Street, came forward and was sworn in. He stated he wanted to make sure they do the proper things to check for the cemetery like sonar and other things that are available. He stated there are laws in place that they need to go by.

Chairman Runner asked for a show of hands for support; hands were raised. She asked for a show of hands in opposition; hands were raised.

Ms. Vicki Harris, 9008 Henry Clay Drive, came forward and was sworn in. She explained her grandfather was Tim Wheeler and explained the owners that are of the property today and

wanted to put a face to the owners of this property. She stated this land was in the family for over 102 years and this decision was not made lightly and was prayed over.

Chairman Runner asked if there were any other individuals that want their name on record or have any further comment. None came forward. Mr. Davenport stated the request for Light Industrial is not the only Industrial property that exists in the Focal Point. Mrs. Hurt stated that is correct. Mr. Davenport stated Kobe Aluminum is located in the Focal Point and is Heavy Industrial. Mrs. Hurt stated yes. He proposed to amend the RM-4 section DPC 9 from two managing entities to one (1). He proposed a new DPC for the RM-4 and HB category to state: "The property shall be developed with a 3 foot wide walking trail connecting open space in the Highway Business and RM-4 properties." After discussion, Mr. Davenport presented an additional DPC the LI section that stated: No truck dispatch, repair, maintenance or overnight parking operation shall operate on any parcel adjacent to any now existing single family use. Mr. Davenport stated that the intent was to address some of the concerns given by the neighborhood. Commissioner Warren asked about dispatch. Mr. Davenport stated that is a large component of any trucking company. Commissioner Graham stated the DPC stating there will be no parking will have the development looking different than the pictures that was presented. Mr. Davenport stated yes. Hon. Hamp Moore asked Mr. Davenport if he represents the property owners that can sign a fee simple title and the applicants in question. Mr. Davenport answered yes.

Mr. Barr returned to the podium to present his closing arguments. He expressed his concern about vagueness that has been presented. He asked who they call if there are trucks parked overnight. Mrs. Hurt stated the Planning Commission. Mr. Barr summarized the concerns of the neighborhood and asked for the Board to deny this application.

Mr. Davenport returned to the podium to present his closing arguments. He stated there is enforcement in place for development plan conditions. He stated there are a number of policies to look at and almost every one of those concerns have been addressed. He summarized all of the conditions they have amended to comply with these policies. He stated this application is complaint with the FLUM. Mr. Davenport stated there is a lot of areas in the State that doesn't have development and would welcome this type. He stated the FLUM shows how the Planning Commission expects things will be developed and they are consistent with it. He stated right-of-way was bought with the future development in mind for a parkway. He asked for the board for a recommendation of approval. Commissioner Graham asked if this application would retain all water onsite. Mr. Davenport stated that is a requirement and when this property is developed those waste water plans have to be approved by the Public Works and sometimes add in current water problems.

Chairman Runner asked if there were any questions or comments by the Commissioners. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Unseld, to deny the proposed Zoning Map Amendment, docket number 2019-37-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is not consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its non-compliance with the objective and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is not in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was

seven (7) yeas (Rich, Vitale, Ballance, Unseld, Warren, Madison, Runner) and one (1) nay (Graham), so recommendation will be for denial.

Chairman Runner called for a 15 minute recess. After 15 minutes, the meeting was reconvened.

G. PUBLIC HEARINGS

Chairman Runner called the first item:

2019-09-DP – Greenbrier Hills Properties, LLC and Covington Farms Development, LLC have filed an application to amend the General Development Plan / Development Plan Conditions on a tract of land containing approximately 4.82 acres located at 0 Elrod Road (bounded by Cal Bastel Road and Morage Street). This property is zoned PUD (Planned Unit Development), with a general development plan.

Mrs. Monica Ramsey stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Warren asked if the units are individual homes. Mrs. Ramsey stated yes. Chairman Runner called forward the applicant. Mr. Kevin Brooks came forward as an attorney for the applicant. He stated the application is less dense than what was proposed before and that each building will have two units but the wall separating the units is the property line. Chairman Runner asked if there were any further questions for the applicant from the Commissioners. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Glenda Gray, 836 Dunbarton Ave, came forward and was sworn in. She asked if both sides of the building will be built the same and not have different brick. Mr. Brooks stated their goal is to sell them and they will have to look compatible or they won't sell. Chairman Runner asked if there were any other questions or oppositions from the audience. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the proposed General Development Plan amendment, docket number 2019-09-DP. Based upon the testimony and documents presented in this public hearing, the proposed General Development Plan amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Further, I also find that there have been major changes of an economic, physical or social nature within the area of the property in question and I request that the findings of fact and recommendation include a summary of the evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so approved.

Chairman Runner called the next item on the agenda:

2019-10-DP – Eagle Ridge Developers, LLC and James Cook have filed an application to amend the General Development Plan / Development Plan Conditions on tracts of land containing approximately 83.43 acres located at 0 & 7017 Cemetery Road. This property is zoned R-E (Residential Estate), with a general development plan.

Mrs. Monica Ramsey stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Being none, she asked to hear from the applicant. James Cook, 177 Southwind Drive, came forward and was sworn in. He stated they will be a gated community, stone fencing and some landscaping up front. He stated they thought they would be able to move the TVA line but that ended up being impossible so they needed the additional lot but there will be walnut trees and other landscaping buffering where no one could see the homes. Chairman Runner asked if there were any questions for the applicant. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Being none, she asked for a motion.

ACTION: Commissioner Graham made the motion, seconded by Commissioner Warren, to approve the proposed General Development Plan amendment, docket number 2019-10-DP. Based upon the testimony and documents presented in this public hearing, the proposed General Development Plan amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Further, I also find that there have been major changes of an economic, physical or social nature within the area of the property in question and I request that the findings of fact and recommendation include a summary of the evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so approved.

Chairman Runner called the next two items on the agenda:

2019-38-Z-BG – Fritz Real Estate Holdings, LLC has filed an application to rezone tracts of land containing approximately 0.35 acres located at 0 & 1640 Curd Drive from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential), with a general development plan.

2019-V-23 – Fritz Real Estate Holdings, LLC has applied for variances on the property located at 0 & 1640 Curd Drive. This property is zoned RM-3 (Townhouse/Multi-Family Residential).

Mrs. Rachel Hurt stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Graham stated the staff report states no plain faced block but he did not see them listed on the Development Plan Conditions. Mrs. Hurt explained that could be a typo and the applicant may need to clarify their foundation or material specification. Commissioner Graham asked about the Right-of-Way change during platting process. Mrs. Hurt explained the process when the current right-of-way doesn't meet the standards, a new plat would trigger the change. Commissioner Graham asked if this requirement requires them to ask for a variance. Mrs. Hurt stated no they would still need a variance. Commissioner Warren stated the report didn't state how many bedrooms are being proposed. Mrs. Hurt stated the concept plan states that it will be one bedroom but there is no requirement that it will be built that way. She explained that when a building permit is applied for then it will have to meet all specifications like parking. Chairman Runner asked if there were any further questions for staff. Being none, she called forward the applicant.

Gerald Kieffer, 6229 Glasgow Road, came forward and was sworn in. Hon. Hamp Moore asked if he agreed on DPC 3 to add: No plain faced block will be used for the foundation. Mr. Kieffer

agreed. Hon. Hamp Moore asked if he agreed to amend DPC 1 to read: A maximum of eight 1-bedroom dwelling units. Mr. Kieffer agreed. Chairman Runner asked if there were any further questions from the Commissioners. Being none, she asked if there were anyone in the audience with any questions or opposition to this request.

James Moore, 176 Skees Road, came forward and was sworn in. He stated he pastored the church close by and asked if these units will specifically be to students. He explained that they have had problems with vandalism and people drinking in their parking lot. Mr. Kieffer stated they are small studio apartments and felt that it would appeal to a student but he isn't specifically marketing them only.

Steven Brooks, 700 Rigelwood Lane, came forward and was sworn in. He stated he has been in the area for around 20 years. He expressed his concern about moving to high density so quickly. He asked for them to consider scaling back the development with fewer units to be more compatible to the neighboring properties. He explained everything is single family residence around there besides the Registry. Mr. Kieffer stated he grew up at 1636 Johnson Ave. and is familiar with the neighborhood. He stated this development would be facing the WKU tract and he felt this development is consistent and will be an improvement since the existing structure is in horrible disrepair.

Mr. Daniel Pascal, 1636 Curd Drive, came forward and was sworn in. He stated the corner of the house is almost on the property line and asked for enough space between the buildings. He felt they are requesting too many units on the property.

Ms. Ashley Tucker, 605 Matlock Lane, came forward and was sworn in. She stated one bedroom could have a single person that has a boyfriend or friend over constantly with not enough parking. She expressed problems of parking on the narrow roadway and people speeding through their church parking lot as a cut through. She explained they had issues with party students from the Registry and felt like this could be a problem. She asked for the individuals to come and sit on the pew instead of leaving beer cans. Mr. Kieffer explained that he puts security cameras on their property. Chairman Runner asked if there were any further questions or opposition from the audience. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-38-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so recommendation will be for approval.

Chairman Runner asked for a motion on the variances.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the request for variances at 0 and 1640 Curd Drive, Docket number 2019-V-23: 1) a variance of five (5) feet from the required rear yard setback of ten (10) feet; 2) a variance

of five (5) feet from the required side yard setback of ten (10) feet adjacent to a single family residential district or use; and 3) a variance of five (5) feet from the required landscaping buffer of ten (10) feet between incompatible land uses. The testimony presented in this public hearing has shown that the granting of these variances will not adversely affect the public health, safety or welfare; will not alter the essential character of the general vicinity; will not cause a hazard or a nuisance to the public; and will not allow an unreasonable circumvention of the requirements of the zoning regulations. The vote was eight (8) yeas, so approved.

Chairman Runner called the next item on the agenda:

2019-39-Z-BG – CSR BG Investments, LLC has filed an application to rezone tracts of land containing approximately 1.1140 acres located at 0, 1032, 1028 & 1024 Kenton Street and 1033, 1031, 1027 & 1023 Greenwood Alley from RM-2 (Two-Family Residential) to GB (General Business), with a general development plan.

Mr. Ben Peterson stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*). He stated there were revised DPC's at everyone's desk.

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Ballance asked what a contractor's garage would be. Mr. Peterson stated the applicant would be best to explain their purposes. Chairman Runner asked if there were any further questions for the staff. Being none, she called forward the applicant. Mr. Chris Davenport came forward as the attorney for the applicant. He stated contractor's garage would be for a small contractor or business owner to store items inside instead of them being outside. He stated that there is some possibility of the one single unit to be added to the other shown on the concept and asked to amend the DPC 5 from 7,500 to 9,000. He stated all access to the buildings will be interior to the property. He explained on the Existing Land Use Map shows that half of the single family uses on this block are the applicant's property. He stated he felt it is consistent and it also is FLUM complaint. He stated he asked the property owner what would be salvageable material on the homes and he stated maybe some windows and that was the reason it wasn't listed on the DPCs. Commissioner Graham stated how the material DPCs read it could be all metal. Mr. Davenport stated he would have to ask his client. Mr. Chris Robertson, 1609 Redwood Way, came forward and was sworn in. He explained how he is planning to use the materials. After discussion, Hon. Hamp Moore asked if he amended the DPC 9 to add: The front facades facing the internal street and facades facing Kenton Street and Greenwood Alley will have a minimum of the three feet from the bottom composed of stone, brick or cement board. Commissioner Graham asked about a fence on DPC 7. Mr. Davenport stated the backs of the building would have fence but Kenton and Greenwood Alley would not. Mr. Peterson stated that isn't what it says since the church is on the other side. Mr. Davenport stated it was depicted on the concept plan. After discussion it was agreed that DPC 7 to read: The developer agrees to construct a vinyl privacy fence no less than six (6) feet in height along the east and west property line. Chairman Runner asked if there were any further questions. Being none, she asked if there was anyone in the audience that has a question or opposition.

Mr. Kevin Kirby, 1130 High Street, came forward and was sworn in. He expressed concerns that moving the building in the front will have people to use it as a cut through between the streets and stated if he is moving the building he may be able to only have on access. Mr. Davenport stated that will be up to the transportation cabinet. Mr. Kirby stated he owns about 10 properties

around that area and expressed concern about auto repair services and wanted it to be put in the DPCs. He asked if this would be the same thing as the garages by Riley Bakery. Mr. Davenport stated yes. After discussion, they agreed to amend DPC 3 to add: There shall be no automobile repair, body shop, or mechanical work permitted on the premises. Mr. Kirby stated the houses weren't taken care of and they are all in disrepair. He stated the commercial is on the bypass.

Ms. Anthony, resident on Kenton Street, came forward and expressed concern that she doesn't understand what exactly they will be doing. She wanted to know if this will help the community or will this devalue the area. Mr. Davenport stated the intent is for this property to help serve small businesses to provide a small place to either have an office or a garage to store things inside. He stated the intent is to not hurt the neighborhood and they have limited the hours of operation.

Ms. Kita Clement, 1827 Todd Trace Court, came forward and was sworn in. She stated her mother lives on the corner of Kenton and 11th. She stated she grew up around the area and expressed concern about the increase in traffic. Mr. Davenport stated one of the DPC's stated they would coordinate access with the Public Works but other than that they did not express any concerns about traffic.

Mr. Anthony Monroe, 1027 Greenwood Alley, came forward and was sworn in. He expressed concerns of where he would go and how long he had before they tear the house down. Mr. Davenport stated he couldn't answer that question. He is a tenant of the client and this process takes some time. Mr. Davenport stated he has rights and there are legal procedures that Mr. Robertson would have to go through prior to him moving out. Chairman Runner asked if there were any further question or opposition. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-39-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so recommendation will be for approval.

Chairman Runner called the last item on the agenda:

2019-40-Z-CO - Johnny & Beverly Young, D. Jerome & Judy Wilson, Bobby G. & Sharon Wilson, K.C. & Marilyn Givens, Mary Wilson, et. al. and Stagecoach Springs, Inc. have filed an application to rezone tracts of land containing approximately 20.75 acres located at a portion of 8984 Scottsville Road and 0 Jerome Drive and 0 Wilson Road (bounded by Stagecoach Ave and Scottsville Road) from AG (Agriculture) and R-E (Residential Estate) to RS-1A (Single Family Residential), with a general development plan.

Mr. Ben Peterson stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*). He stated there was revised DPC's at everyone's desk along with an email from the neighboring property.

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Warren asked about the cave. Mr. Davenport asked the owner but he wasn't sure where the cave is located so he didn't know how to address that issue besides to say they will not build on the cave. After discussion they added the following to DPC 9: The developer, if feasible, will take reasonable steps to protect the cave. Commissioner Graham asked if the foundation can be either stone or brick. Mr. Davenport amended DPC 5, second sentence, to read: All foundations will be of brick or stone material. Chairman Runner asked if there were any more questions from the Commissioners. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Being none, she asked for a motion.

ACTION: Commissioner Graham made the motion, seconded by Commissioner Warren, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-40-Z-CO. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so recommendation will be for approval.

H. NEW BUSINESS

Chairman Runner asked if there were any new business. Mr. Peterson asked the Chairman for a closed executive session. Hon. Hamp More stated it would need to specify to conduct discussion on acquisition or interest on real property. Chairman Runner then asked for a Motion.

ACTION: Commissioner Warren made the Motion, seconded by Commissioner Vitale, to go into closed session for the purpose of discussion on acquisition or interest on real property. All Commissioners agreed and approved the closed session.

THE COMMISSION WENT INTO CLOSED SESSION AND ALL OTHER PEOPLE LEFT THE COMMISSION CHAMBERS.

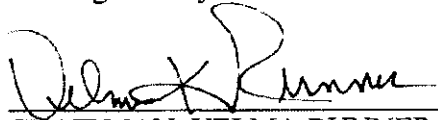
Chairman Runner reconvened the meeting after the closed session. Hon. Hamp Moore asked that the record reflect that no action was taken during the closed session, and during closed session the Commission only considered the matters contained in the Motion to go into closed session. During the session, the record reflects that Commissioner Graham moved that the Commission come back into open session and Commissioner Warren seconded the Motion. All Commissioners approved the Motion unanimously to reconvene.

ACTION: Commissioner Graham made the Motion, seconded by Commissioner Vitale, to authorize staff, counsel and Chair to execute all necessary documents and purchases to move to the selected building location, not to exceed budget allowance. The vote was seven (7) yeas and one (1) abstained (Rich), so approved.

Chairman Runner asked if there were any further new business. Being none, she moved to adjourn.

I. ADJOURN

Chairman Runner stated there was no additional business to come before the Commission; the meeting was adjourned.



CHAIRMAN, VELMA RUNNER

** Video is available upon Open Records request. This concludes the Summary of Minutes.*

ORDINANCE NO. **BG2019 - 48**

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TWO TRACTS OF LAND
CONTAINING 0.35 ACRE FROM RM-3
(TOWNHOUSE/MULTI-FAMILY RESIDENTIAL)
TO RM-4 (MULTI-FAMILY RESIDENTIAL)
LOCATED AT 0 AND 1640 CURD DRIVE,
PRESENTLY OWNED BY FRITZ REAL ESTATE
HOLDINGS, LLC

WHEREAS, after proper notice and pursuant to applicable state statutes, the City-County Planning Commission of Warren County, Kentucky held a public hearing in City Hall on September 19, 2019 regarding the proposed rezoning of two tracts of land containing 0.35 acre located at 0 and 1640 Curd Drive, from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential); and,

WHEREAS, said Planning Commission found the proposed zone change to be in agreement with the adopted Comprehensive Plan; and,

WHEREAS, said Planning Commission, thereafter and during the regular meeting, at said time and place with eight (8) members of the Board present, by unanimous vote approved a recommendation to rezone two tracts of land containing 0.35 acre located at 0 and 1640 Curd Drive, from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential), with development plan conditions.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. The two tracts of real estate presently owned by Fritz Real Estate Holdings, LLC, containing 0.35 acre located at 0 and 1640 Curd Drive, which tracts of real estate are more particularly described on the attached maps and incorporated herein as if copied in full, are hereby rezoned from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential), with development plan conditions.

2. The provisions of this Ordinance are hereby declared to be severable, and if any section,

(Ordinance No. BG2019 - 48)

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.

3. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict therewith are hereby repealed.

4. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on _____, 2019, and given final reading on _____, 2019, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/08/2019, 1:45 p.m.



October 7, 2019

Jeff Meisel
City Manager
P. O. Box 430
Bowling Green, KY 42102-0430

SUBJECT: Recommendation to Re-zone
0.35 Acres located at 0 & 1640 Curd Drive
From: RM-3 (Townhouse/Multi-Family Residential)
To: RM-4 (Multi-Family Residential)

Dear Mr. Meisel:

The City-County Planning Commission of Warren County met in regular session on September 19, 2019, in the Bowling Green City Commission Chambers with eight (8) members present for this case. After a public hearing had been conducted, the Planning Commission's vote was eight (8) yeas for a recommendation for approval to the Bowling Green City Commission to rezone tracts of land containing approximately 0.35 Acres located at 0 & 1640 Curd Drive from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential), with a general development plan. This property is presently owned by Fritz Real Estate Holdings, LLC.

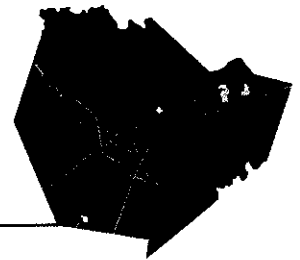
Please find enclosed a packet of the proposed Zone Change, copy of the approved Development Plan Conditions, and the Summary Minutes which is a summary of the evidence and testimony as presented by the proponents and/or opponents of the proposed amendment.

Sincerely,

CITY-COUNTY PLANNING COMMISSION

Jessica Martin
Administrative Assistant II

Enclosures



MEMORANDUM

TO: City Commissioners
FROM: Jessica Martin
DATE: October 7, 2019
RE: 0 & 1640 Curd Drive

APPLICANTS / PROPERTY OWNERS:

Fritz Real Estate Holdings, LLC

BRIEF SUMMARY OF THE REQUEST:

The applicant is proposing to rezone 0.35 +/- acres located at 0 and 1640 Curd Drive from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential) in order to develop the properties with a maximum of eight (8) dwelling units. The applicant is also requesting a variance of five (5) feet from the required rear yard setback of ten (10) feet, a variance of five (5) feet from the required side yard setback of ten (10) feet adjacent to a single family residential district or use, and a variance of five (5) feet from the required landscaping buffer of ten (10) feet between incompatible land uses.

COMPATIBILITY WITH COMPREHENSIVE PLAN:

The properties are designated as High Density Residential on the FLUM. The proposed RM-4 district is listed as a potentially compatible zone in the High Density Residential FLUM designation. The Planning Commission should determine if the proposed development is compatible with the surrounding area.

COMPATIBILITY WITH THE SURROUNDING DEVELOPMENT:

The properties are located in the urbanized area of Bowling Green. A site characteristic review indicates that there are adequate facilities and infrastructure available to support the proposed development. There are a few mature trees located on the property. Site design has been addressed in the General Development Plan and development plan conditions, in conjunction with the requirements of the Zoning Ordinance. The Planning Commission should determine if the proposed development compatible with the surrounding area.

POINTS TO CONSIDER FOR THE PLANNING COMMISSIONERS:

- ❖ The proposal is consistent with the FLUM and High Density Residential category.
- ❖ The proposed development complies the majority of the items in the Site Characteristics Review, with exceptions noted relating to setbacks and the existing historic home located on the property.

- ❖ The proposed general development plan complies with some of the review criteria for site design, with points to consider relating to building orientation and screening requirements for an incompatible use.
- ❖ The proposed General Development Plan meets the minimum requirements of the Zoning Ordinance except for the rear yard setback, setback adjacent to a single family use and incompatible land use buffer required adjacent to a single family residential use. The applicant has requested 3 variances to address these items.
- ❖ The Planning Commission should determine if the proposed variances arise from special circumstances which do not generally apply to land in the general vicinity, or in the same zone since the other lots on the same side of Curd Drive are the same depth and since the two lots that are part of the proposed development are wider than some of the existing lots on Curd Drive.
- ❖ The Planning Commission should also determine if the strict application of the provisions of the regulations would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant since the existing home is on its own lot, with a vacant lot remaining that could be developed with an additional single family residence in the current RM-3 zone. If the lots were combined, the current RM-3 zone and lot area would also allow the construction of four (4) multi-family units on the property.
- ❖ The Planning Commission should determine if an 8-unit apartment building is compatible with the established neighborhood and the impact it will have on the pattern of development and residential character along Curd Drive and South Way.

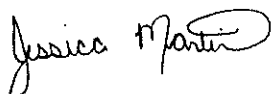
MAJOR CONCERNS OF NEIGHBORS / COMMISSIONERS:

(NOTE: The minutes will have these concerns in more detail) Four individuals came forward to ask questions and express any concerns. Most of them are in regards to high density, compatibility and vandalism and trespassing in the church parking lot. Commissioner Graham expressed concerns about the materials. Commissioner Warren expressed concerns about not specifying number of bedrooms. Mr. Kieffer amended the development plan conditions to prohibit no plain faced block will be used for the foundation and that the maximum of eight 1-bedroom dwelling units.

VOTE:

A motion was made to approve with all eight (8) Commissioners present voting yea.

Sincerely,



Jessica Martin
Administrative Assistant II

Zone Change and Variance Staff Report

**ZONE CHANGE AND VARIANCE
STAFF REPORT**

DOCKET/CASE/APPLICATION NUMBERS

2019-38-Z-BG & 2019-V-23

DEVELOPMENT ADDRESSES/LOCATION

0 & 1640 Curd Drive

PUBLIC HEARING DATE

September 19, 2019

PRE-APP DATE

July 1, 2019

APPLICANT/PROPERTY OWNER

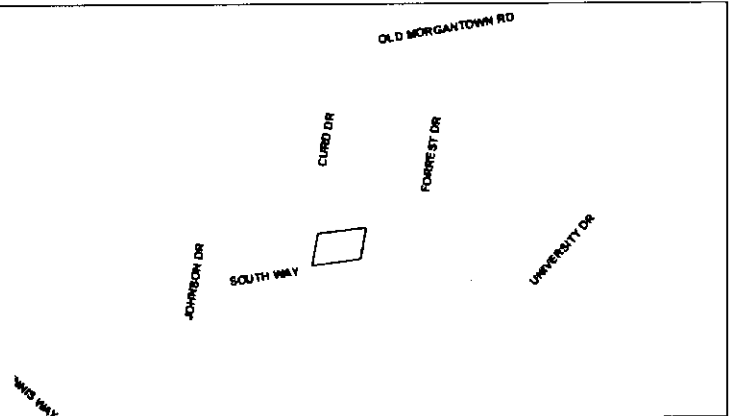
Fritz Real Estate Holdings, LLC

PVA PARCEL NUMBER

040A-02-055

CCPC
City-County
Planning Commission
warrenpc.org | (270) 842-1953
1141 State Street
Bowling Green, KY 42101

BRIEF SUMMARY OF REQUEST: The applicant is proposing to rezone 0.35 +/- acres located at 0 and 1640 Curd Drive from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential) in order to develop the properties with a maximum of eight (8) dwelling units. The applicant is also requesting a variance of five (5) feet from the required rear yard setback of ten (10) feet, a variance of five (5) feet from the required side yard setback of ten (10) feet adjacent to a single family residential district or use, and a variance of five (5) feet from the required landscaping buffer of ten (10) feet between incompatible land uses.

MAP SOURCE: <http://warrenpc.org/beta/gis/>

CURRENT ZONING	PROPOSED ZONING	FUTURE LAND USE	SIZE OF DEVELOPMENT	OTHER INFORMATION
RM-3	RM-4	High Density Residential	0.35 +/- Acres	<input checked="" type="checkbox"/> Development Plan Conditions
CURRENT LAND USE	PROPOSED LAND USE		PROPOSED DENSITY	<input checked="" type="checkbox"/> General Development Plan
Single Family Residential	Multi-Family Residential	FLUM AMENDMENT	22.86 du/ac	<input type="checkbox"/> Neighborhood Meeting
		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<input type="checkbox"/> Traffic Impact Study (TIS)
				<input type="checkbox"/> Environmental Assessment
				<input type="checkbox"/> Public Comments

DEVELOPMENT HISTORY: R-3 (Townhouse/Multi-Family Residential) is the original zoning of the properties. The properties were converted from R-3 to RM-3 (Townhouse/Multi-Family Residential) through an amendment to the Zoning Ordinance in 2001.

COMPATIBILITY with COMPREHENSIVE PLAN: The properties are designated as High Density Residential on the FLUM. The proposed RM-4 district is listed as a potentially compatible zone in the High Density Residential FLUM designation. The Planning Commission should determine if the proposed development is compatible with the surrounding area.

COMPATIBILITY with the SURROUNDING DEVELOPMENT: The properties are located in the urbanized area of Bowling Green. A site characteristic review indicates that there are adequate facilities and infrastructure available to support the proposed development. There are a few mature trees located on the property. Site design has been addressed in the General Development Plan and development plan conditions, in conjunction with the requirements of the Zoning Ordinance. The Planning Commission should determine if the proposed development compatible with the surrounding area.

POINTS TO CONSIDER:

- ❖ The proposal is consistent with the FLUM and High Density Residential category.
- ❖ The proposed development complies the majority of the items in the Site Characteristics Review, with exceptions noted relating to setbacks and the existing historic home located on the property.
- ❖ The proposed general development plan complies with some of the review criteria for site design, with points to consider relating to building orientation and screening requirements for an incompatible use.
- ❖ The proposed General Development Plan meets the minimum requirements of the Zoning Ordinance except for the rear yard setback, setback adjacent to a single family use and incompatible land use buffer required adjacent to a single family residential use. The applicant has requested 3 variances to address these items.



City-County Planning Commission
warrenpc.org | (270) 842-1953
1141 State Street
Bowling Green, KY 42101

Zone Change and Variance Staff Report

- ❖ The Planning Commission should determine if the proposed variances arise from special circumstances which do not generally apply to land in the general vicinity, or in the same zone since the other lots on the same side of Curd Drive are the same depth and since the two lots that are part of the proposed development are wider than some of the existing lots on Curd Drive.
- ❖ The Planning Commission should also determine if the strict application of the provisions of the regulations would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant since the existing home is on its own lot, with a vacant lot remaining that could be developed with an additional single family residence in the current RM-3 zone. If the lots were combined, the current RM-3 zone and lot area would also allow the construction of four (4) multi-family units on the property.
- ❖ The Planning Commission should determine if an 8-unit apartment building is compatible with the established neighborhood and the impact it will have on the pattern of development and residential character along Curd Drive and South Way.

Note: Please see attached pre-application information for FLUM category descriptions and other below-referenced material.

FUTURE LAND USE MAP

FLUM Designation: High Density Residential (please see the attached Future Land Use Map).

The High Density Residential land use designation consists of areas occupied by multi-family housing, including higher density duplexes, townhomes, apartment buildings and condominiums. Densities exceeding eight (8) dwelling units per acre are encouraged in this Future Land Use category. High density single family may also be acceptable at five and a half (5.5) dwelling units per acre.

SITE CHARACTERISTICS REVIEW

Layout, lot sizes and setbacks: The proposed layout of the site is depicted on the attached Preliminary Development Plan. Setbacks will adhere to the RM-4 standards set forth in the Zoning Ordinance, with the exception of the rear and side yard setbacks if the variance is approved.

Transportation Infrastructure: The properties have frontage on Curd Drive, a City maintained urban local roadway with thirty (30) feet of right-of-way and twenty (20) feet of pavement width. The properties also have frontage on South Way, a City maintained urban local roadway with thirty (30) feet of right-of-way and sixteen (16) feet of pavement width.

Fire protection: The properties are served by the Bowling Green Fire Department.

Water adequacy: The properties are served by Bowling Green Municipal Utilities (BGMU).

Wastewater adequacy: The properties will be served by public sanitary sewer.

Prime farmland: The properties are not designated as prime farmland.

Flood plains and wetlands: There are no known floodplains or wetlands located on the properties.

Cultural or historical features: The existing home located on one of the properties was constructed in 1925, however, it is not designated as a local historic site, nor is it listed on the National Register of Historic Places. The applicant plans to demolish the existing residence and replace it with an eight (8) unit apartment building if this application is approved.

This application complies with the majority of the items in the Site Characteristics Review, with exceptions noted relating to setbacks and the existing historic home located on the property.

SITE DESIGN and COMPATABILITY REVIEW

Surrounding density: The surrounding area is mainly comprised of moderate density single family lots. There are a couple of higher density lots containing duplexes also located in the vicinity. The Registry is



Zone Change and Variance Staff Report

also located nearby with a density of 23 du/ac.

Surrounding land uses: Please see the attached existing land use map. The surrounding area is comprised of single family residential, multi-family residential, commercial, public and public-institutional uses. There are also some vacant tracts in the general vicinity. WKU's property is located to the south of the proposed development, across South Way.

Surrounding architectural features: The area is mainly comprised of one- and one and a half-story single family structures. The Registry, located half a block away on the east side of Forrest Drive, is four stories.

Building materials review: The majority of the homes in the area are vinyl. There are also a couple of brick and wood homes mixed in the area. The applicant stated in the development plan conditions that the exterior of the building will be high quality vinyl and that plain-faced block will be prohibited as a visible finished material.

Building orientation: The existing home located on the property faces Curd Drive. The new structure is proposed to face South Way and will have a side façade oriented toward Curd Drive.

Landscaping and screening: Landscaping will adhere to the standards set forth in the Zoning Ordinance, including vehicle use areas and between incompatible uses as required by the Zoning Ordinance, with the exception of the buffer between the incompatible land use to the east if the variance is approved.

Proposed open space: The maximum allowable lot coverage in the RM-4 zone is 85%, meaning at least 15% will be open space.

Pedestrian, bicycle or transit facilities: There is a GO bg transit stop at the corner of South Way and Curd Drive.

The application complies with some of the review criteria for site design, with points to consider relating to building orientation and screening requirements for an incompatible use. Compatibility of the proposed development should be determined by the Planning Commission.

AREA SPECIFIC POLICY REVIEW

Applicable plan(s): There are no focal point plans or corridor studies applicable to the proposed development.

GENERAL DEVELOPMENT PLAN / DEVELOPMENT PLAN CONDITIONS

The applicant submitted the following Development Plan Conditions to help address compatibility with the surrounding area:

- 1) A maximum of eight dwelling units.
- 2) All buildings on the property will not exceed two stories.
- 3) The exterior of the building will be high quality vinyl.
- 4) All entrances will be coordinated with Public Works.
- 5) All utilities will be underground.

The Planning Commission should determine if the proposed General Development Plan meets the review criteria for site design and compatibility. The proposal meets the minimum requirements of the Zoning Ordinance, with the exception of the items for which the variances are requested.

FOCUS 2030 CATEGORY REVIEW

Applicable Goals, Objectives and/or Actions Items:



Zone Change and Variance Staff Report

Future Land Use: LU-1.1.1, LU-1.1.2, LU-1.1.3, LU-2, LU-2.1, LU-2.1.4, LU-2.3.1, LU-2.5, LU-2.5.2

Transportation: TR-2.1

Community Facilities: N/A

Parks and Recreation: PR-1.7

Natural and Cultural Resources: NCR-1.1.6, NCR-2.5.3

Housing and Neighborhoods: HN-1, HN-1.2, HN-1.3, HN-2.1, HN-2.3, HN-3.6, HN-4

Economic Development: N/A

This proposal complies with the FLUM and the High Density Residential category, and with LU-1.1.1 and LU-1.1.2. The Planning Commission should determine if the proposal is compatible with the area and if it complies with LU-1.1.3.

The proposal may comply with LU-2 and LU-2.1. The Planning Commission should determine if the proposal is a high quality development that includes design standards tailored to preserve the character of the area.

The proposal does not comply with LU-2.1.4, PR-1.7 or NCR-1.1.6. The applicant did not address the existing trees located on the property.

The proposal complies with LU-2.3.1 and TR-2.1. The applicant committed in development plan condition #4 that all entrances will be coordinated with Bowling Green Public Works.

The Planning Commission should determine if the proposal is compatible with the surrounding area, if the proposal will protect nearby established neighborhoods, and if it complies with LU-2.5 and LU-2.5.2.

The proposal does not comply with NCR-2.5.3, as the applicant did not commit to preserving the existing home, constructed in 1925.

The proposal may comply with HN-1, HN-1.2 and HN-1.3. The Planning Commission should determine if the proposal is a compatible infill development that will maintain or improve existing character and pattern of development within the area and if it will strengthen the existing area.

The proposal may comply with HN-2.1 and HN-4. The Planning Commission should determine if the location of the planned development is suitable for the proposed housing type, and if the proposed development is believed to enhance the array of housing options available in the area.

The proposal does not comply with HN-2.3. The applicant has not provided evidence as to whether or not the existing historic home is in severe disrepair to the point that rehabilitation is financially unfeasible, nor has the applicant indicated if the proposed housing would serve low and moderate-income families, or if it will be student housing, given the proximity of the proposed development to WKU.

The proposal does not comply with HN-3.6, which states that zoning in neighborhoods which are predominantly single family, but designated for multi-family use should be adjusted to protect such neighborhoods from more intense development and to promote new residential development that is sensitive in scale, form and density to the established neighborhood character. The area, though mostly zoned RM-3, is primarily occupied by single family residential structures. The proposed RM-4 zone will allow more intense development. The Planning Commission should determine if the proposed development is sensitive to the scale, form and density of the existing neighborhood character.

ZONING ORDINANCE REFERENCE FOR VARIANCE

The provisions of the Zoning Ordinance from which these variances are requested are referenced in **Article 4.**



Zone Change and Variance Staff Report

Article 4.5.4.B Property Development Standards – The rear yard setback in the RM-4 zone is 10 feet.

Article 4.5.4.C.8 Additional Setback Adjacent to Single Family Residential District/Use – Development in any RM-2, RM-3 or RM-4 district adjacent to the boundary of a single family residential zoning district or single family residential use shall have a side yard setback of 10 feet and a rear yard setback of 25 feet.

Article 4.6.8.D.2.d Buffers between incompatible land uses – All buffers located between incompatible land uses must be a minimum of ten feet in width.

VARIANCE FINDINGS

KRS 100.243 - Findings necessary for granting a variance/waiver:

- (1) Before any variance/waiver is granted, the board must find that the granting of the variance/waiver will not adversely affect the public health, safety or welfare, will not alter the essential character of the general vicinity, will not cause a hazard or a nuisance to the public, and will not allow an unreasonable circumvention of the requirements of the zoning regulations. In making these findings, the board shall consider whether:
 - (a) The requested variance/waiver arises from special circumstances which do not generally apply to land in the general vicinity, or in the same zone;
 - (b) The strict application of the provisions of the regulation would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant; and
 - (c) The circumstances are the result of actions of the applicant taken subsequent to the adoption of the zoning regulation from which relief is sought.
- (2) The board shall deny any request for a variance/waiver arising from circumstances that are the result of willful violations of the zoning regulation by the applicant subsequent to the adoption of the zoning regulation from which relief is sought.

In order to address the findings necessary for granting a variance/waiver as outlined in KRS 100.243, the applicant submitted the following narrative as a part of their application:

"Per the Comprehensive Plan, this area has been designated as High Density. This property is uniquely situated in a mixed use area. There is a BGMU sub-station and WKU practice field and storage across South Way. There is an apartment complex on Forrest Drive and single family use adjoining one side of the property. There is also a lot size issue. Currently the right-of-ways of Curd and South is 30 feet in width, upon platting of the property the right-of-way will become 50 feet which requires the right-of-way line to move 10' onto the property which limits use of the property."

STAFF REVIEW SUMMARY

The proposal may be appropriate given the FLUM and High Density Residential category. The applicant is proposing to develop the property with an eight-unit apartment building. The zoning ordinance was amended in 2018 to eliminate the density cap in RM-4. The number of units permitted on a particular piece of property is now based on whether or not the minimum setbacks, parking requirements and landscape requirements can be achieved on-site. The applicant is requesting variances for the required rear yard setback, the required side yard adjacent to a single family residential district or use, and for the required landscaping buffer between incompatible land uses. The proposal complies with some of the review criteria listed in the review process. The Planning Commission should determine if the proposal is compatible with the area and if it meets the goals and objectives of the Comprehensive Plan. There are also several points for the Planning Commission to consider on page 1 and 2 of this report.



Zone Change and Variance Staff Report**SUGGESTED MOTIONS (Zone Change)**

I make the motion to **APPROVE** the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number **2019-38-Z-BG**.

Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment **is** consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report.

(Compliance Summary Listed at Bottom of Page - Note Exceptions if Applicable)

Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan.

Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

I make the motion to **DENY** the proposed Zoning Map Amendment, docket number **2019-38-Z-BG**.

Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is **not** consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its non-compliance with the objectives and action items presented in the staff report.

(Compliance Summary Listed at Bottom of Page - Note Exceptions if Applicable)

Therefore, the proposed Zoning Map Amendment is **not** in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

COMPLIANCE SUMMARY

Items In Compliance:		Items Not In Compliance	
<input type="checkbox"/> LU-1.1.1	<input type="checkbox"/> TR-2.1	<input type="checkbox"/> LU-1.1.3*	<input type="checkbox"/> NCR-1.1.6
<input type="checkbox"/> LU-1.1.2		<input type="checkbox"/> LU-2*	<input type="checkbox"/> NCR-2.5.3
<input type="checkbox"/> LU-1.1.3*	<input type="checkbox"/> HN-1*	<input type="checkbox"/> LU-2.1*	
<input type="checkbox"/> LU-2*	<input type="checkbox"/> HN-1.2*	<input type="checkbox"/> LU-2.1.4	<input type="checkbox"/> HN-1*
<input type="checkbox"/> LU-2.1*	<input type="checkbox"/> HN-1.3*	<input type="checkbox"/> LU-2.5*	<input type="checkbox"/> HN-1.2*
<input type="checkbox"/> LU-2.3.1	<input type="checkbox"/> HN-2.1*	<input type="checkbox"/> LU-2.5.2*	<input type="checkbox"/> HN-1.3*
<input type="checkbox"/> LU-2.5*	<input type="checkbox"/> HN-4*		<input type="checkbox"/> HN-2.1*
<input type="checkbox"/> LU-2.5.2*		<input type="checkbox"/> PR-1.7	<input type="checkbox"/> HN-2.3
			<input type="checkbox"/> HN-3.6
			<input type="checkbox"/> HN-4*

**Denotes items in both the compliance and non-compliance columns. Planning Commission to determine compliance with these items.*

(VARIANCE MOTIONS CONTINUED ON NEXT PAGE)



Zone Change and Variance Staff Report

SUGGESTED MOTIONS (VARIANCE)

MOTION TO **APPROVE** THE VARIANCE REQUEST:

I make the motion to **approve** the request for variances at 0 and 1640 Curd Drive, Docket number **2018-V-23**:

- ❖ a variance of five (5) feet from the required rear yard setback of ten (10) feet;
- ❖ a variance of five (5) feet from the required side yard setback of ten (10) feet adjacent to a single family residential district or use; and
- ❖ a variance of five (5) feet from the required landscaping buffer of ten (10) feet between incompatible land uses.

The testimony presented in this public hearing has shown that the granting of these variances will not adversely affect the public health, safety or welfare; will not alter the essential character of the general vicinity; will not cause a hazard or a nuisance to the public; and will not allow an unreasonable circumvention of the requirements of the zoning regulations.

OR

MOTION TO **DENY** THE VARIANCE REQUEST:

I make the motion to **deny** the request for variances at 0 and 1640 Curd Drive, Docket number **2018-V-23**:

- ❖ a variance of five (5) feet from the required rear yard setback of ten (10) feet;
- ❖ a variance of five (5) feet from the required side yard setback of ten (10) feet adjacent to a single family residential district or use; and
- ❖ a variance of five (5) feet from the required landscaping buffer of ten (10) feet between incompatible land uses.

Sufficient testimony has **not** been presented in this public hearing that the requested variances meet the criteria set forth in KRS 100.243, "Findings necessary for granting a variance," as:

(Choose one or more appropriate finding(s) and specific items)

- ❖ **will** adversely affect the public health, safety or welfare.
- ❖ **will** alter the essential character of the general vicinity.
- ❖ **will** cause a hazard or a nuisance to the public
- ❖ **will** allow an unreasonable circumvention of the requirements of the zoning regulations.

The proposed development plan does **not** show that the requested variances arise from special circumstances which do not generally apply to land in the general vicinity, or in the same zone;

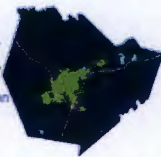
The proposed development plan does **not** show that the regulation would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant;

The circumstances are the result of willful violations of the zoning regulation by the applicant subsequent to the adoption of the zoning regulation from which relief is sought.





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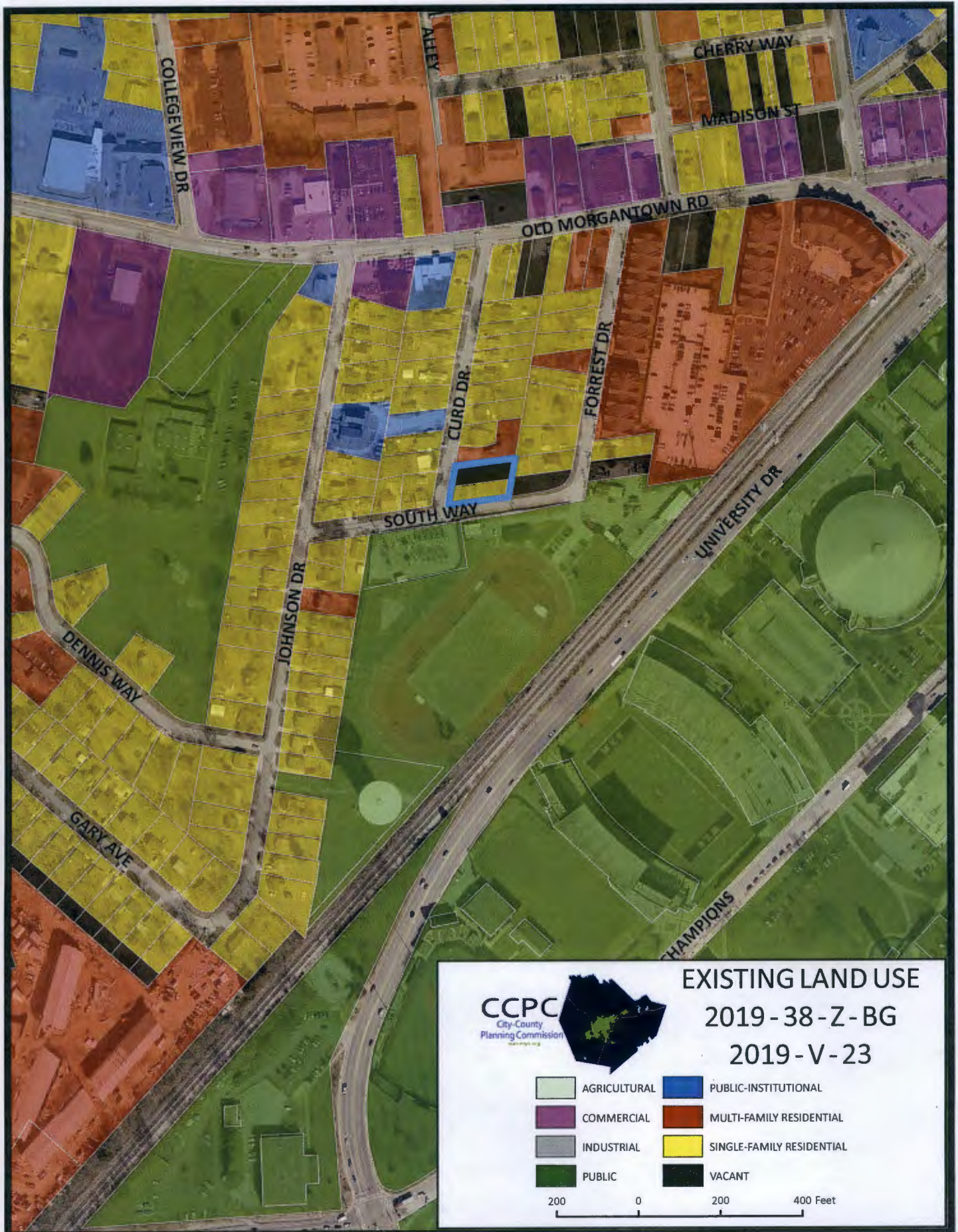
AERIAL

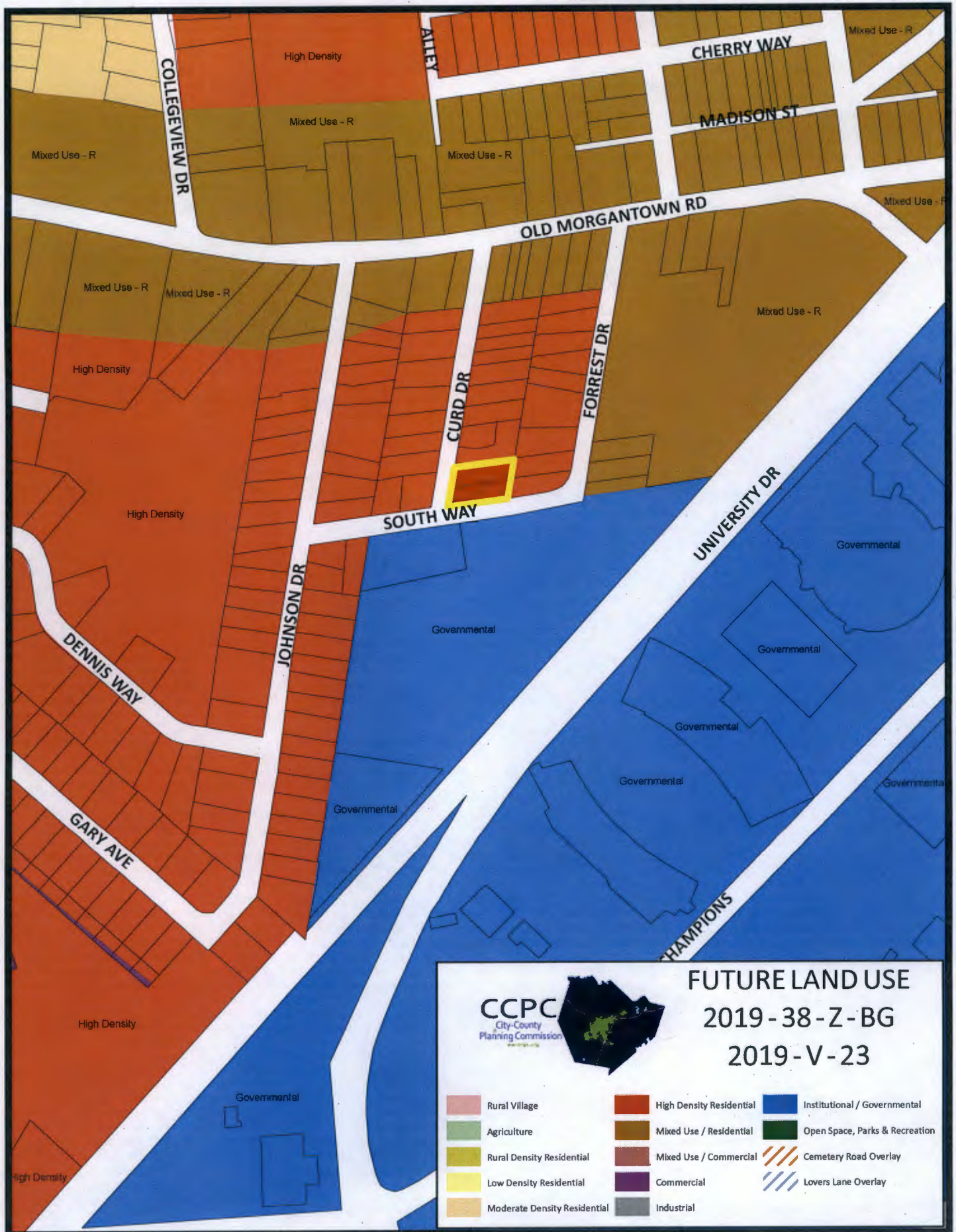
2019 - 38 - Z - BG

2019 - V - 23

15 0 15 30 Feet







FRITZ REAL ESTATE HOLDINGS LLC
1840 CURD DRIVE, BOWLING GREEN
WARREN COUNTY, KENTUCKY



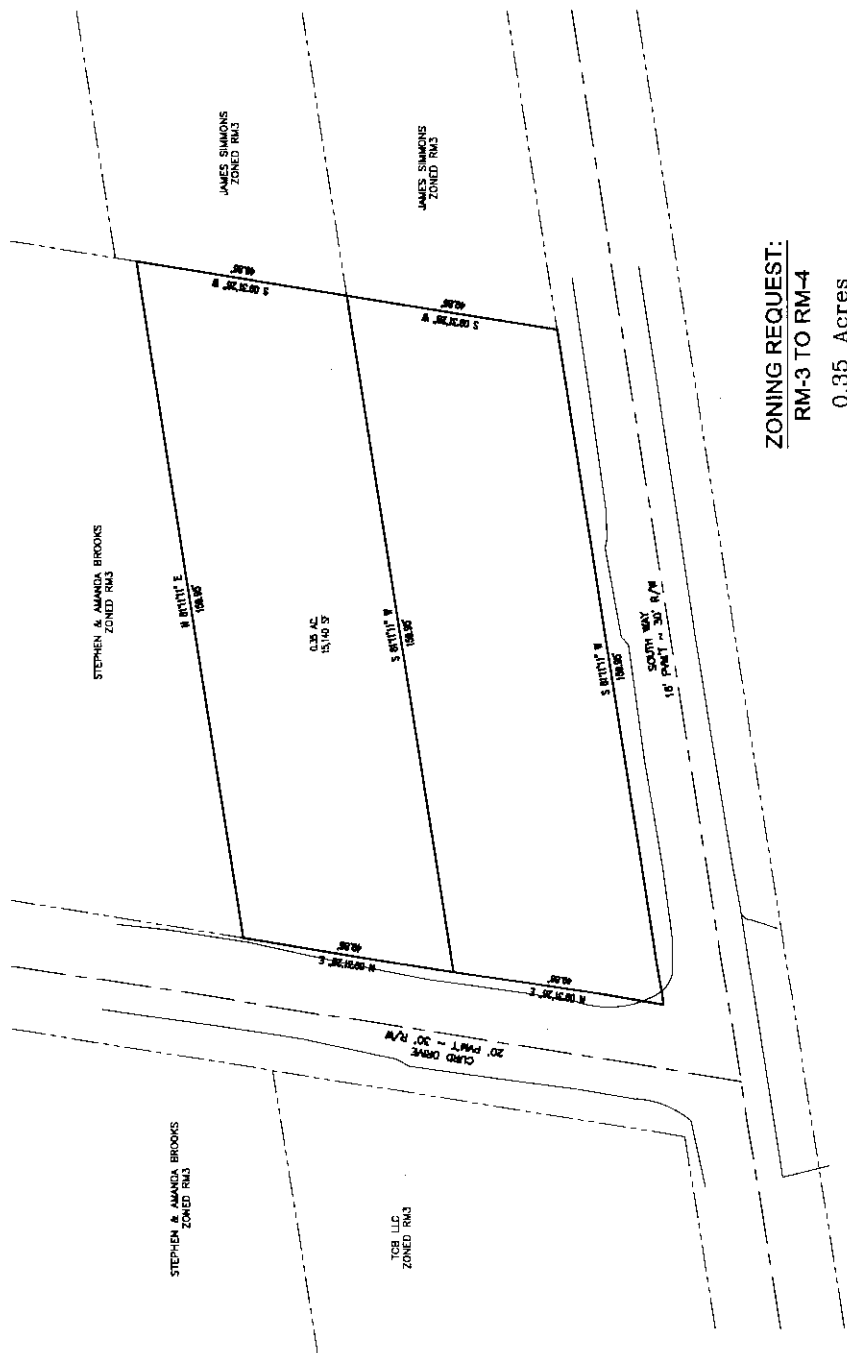
Civil Engineering
Surveying
Marking Testing
Land Surveying
Utility Design
Landscape Architecture

Landmark Engineering, Inc.
1840 Curd Drive
Bowling Green, KY 42101
P. 270.842.0910
info@landmarkengineering.com

Project No. 18136
Client Name Fritz Real Estate Holdings LLC
Approval No. 18136
Job Number 18136

Plot Date: August 22, 2019

ZONE CHANGE
PLAT



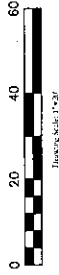
ZONING REQUEST:
RM-3 TO RM-4
0.35 Acres

OWNER/APPLICANT:

FRITZ REAL ESTATE HOLDINGS, LLC
6229 NEW GLASGOW ROAD
SCOTTSVILLE, KY 42164

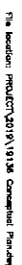
WESTERN KENTUCKY UNIVERSITY
ZONED P

BO MUNICIPAL UTILITIES
ZONED P



Tracing Scale: 1"=20'

File location: PROJECT\2019\18136 Resubmitting Plat.dwg

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Chill Engineering
Transportation
Materials Testing
Land Surveying
Land Planning
Landscape Architecture

Lawmark Engineering, Inc.
183 Saint Charles Street
Bloomington, IN 47403
P: 270 642 0812
F: 270 642 0950
info@landmarkengineering.com

[illegible]

Pls. 1397. August 22, 20

CONCEPTUAL

PLAN

CCPCCity-County
Planning Commission
warrenpc.org**APPLICATION FOR ZONING MAP AMENDMENT**

Docket Number: 2019-38-Z-BG Public Hearing Date: 9/19/19
 Date Application Filed: 8/22/19 Pre-Application Meeting Date: 7/1/2019

APPLICANT(S) INFORMATION1) APPLICANT(S) NAME(S): FRITZ REAL ESTATE HOLDINGS, LLC

Names of Officers, Directors, Shareholders or Members (If Applicable):

Gerald "Jerry" Kieffer Jr.

Mailing Address:

Phone Number:

Cell Number:

E-Mail Address:

2) PROPERTY OWNER(S) NAME(S): SAME

Mailing Address:

Phone Number:

Cell Number:

E-Mail Address:

PLEASE USE ADDITIONAL PAGES IF NEEDED3) APPLICANT(S) ATTORNEY: N/A

Name of Law Firm:

Phone Number:

Cell Number:

E-Mail Address:

PROPERTY AND PROPOSED DEVELOPMENT INFORMATIONProperty Address: 1640 Curd Dr. Bowling Green KY 42101PVA Parcel Number: 040A-02-055 Acreage: 0.35Current Zoning: RM-3 Proposed Zoning: RM-4FLUM Designation: RM-4

PROJECT SUMMARY

Please describe the proposed use of the property

The applicant wishes to change the zoning from RM-3 to RM-4, with Development Plan Conditions in order to develop the lot with up to eight (8) multi-family dwelling units

FINDINGS REQUIRED FOR ZONE CHANGE

In order for the Planning Commission to make a recommendation for a zoning map amendment, it must make findings of fact in support of its recommendation. Please provide a detailed explanation as to:

- ☐ What major economic, physical or social changes, if any, have occurred in the vicinity of the property in question that were not anticipated by the Comprehensive Plan and which have substantially altered the basic character of the area, which make the proposed amendment to the Official Zoning Map appropriate. This explanation shall contain a list of such specific changes, a description as to how said changes were not anticipated by the comprehensive plan, a description as to how said changes have altered the basic character of the area and a description as to how said changes make the proposed amendment to the official zoning map appropriate; or
- ☐ Why the original zoning classification of the property in question is inappropriate or improper; or
- ☐ How the proposed zoning map amendment is in agreement with the FOCUS 2030 Comprehensive Plan, including the Future Land Use Map (Please see attached Comprehensive Plan Compliance Checklist).

Please check (✓) one of the above findings of fact and cite specific evidence to address such finding in the space provided below. Please attach additional sheets if more space is needed.

The proposed zone change is in agreement with the Focus 2030 Comprehensive Plan, including the Future Land Use map (FLUM).

APPLICATION CHECKLIST

- ☐ A completed and signed Application
- ☐ Plat prepared by a licensed surveyor (please include one (1) 11" x 17" or smaller copy)
- ☐ Adjacent Property Owners Form
- ☐ General Development Plan (please include one (1) 11" x 17" or smaller copy)
- ☐ Development Plan Conditions
- ☐ Written Narrative Detailing Compliance with Findings Required for Zone Change on Page 2
- ☐ Application Fees
- ☐ Water/Sewer Verification
- ☐ Traffic Impact Study (If Applicable)
- ☒ Geologic Analysis (Heavy Industrial development with a DRASTIC Index > 160)
- ☐ Neighborhood Meeting Date (If Conducted): _____

APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

Date:

1) *Gerald W. Kieffer Jr.*
GERALD W. Kieffer Jr.
(please print name and title)

Aug 8, 2019

2) _____

(please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____
 Land Use Certificate Fee: _____
 Date Fees Received: _____

APPLICATION FOR VARIANCE OR WAIVER OF ZONING ORDINANCE REQUIREMENT(S)

CCPC
City-County
Planning Commission
warrenpc.org



Docket Number:

2019-V-23

Public Hearing Date:

9/19/2019

Date Application Filed:

9/4/19

Pre-Application Meeting Date:

9/4/19

APPLICANT(S) INFORMATION

1) APPLICANT(S) NAME(S): Fritz Real Estate Holdings, LLC

Names of Officers, Directors, Shareholders or Members (If Applicable):

Gerald "Jerry" Kieffer Jr

Mailing Address:

Phone Number: _____

Cell Number: _____

E-Mail Address: _____

2) PROPERTY OWNER(S) NAME(S): Same as applicant

Mailing Address: _____

Phone Number: _____

Cell Number: _____

E-Mail Address: _____

PLEASE USE ADDITIONAL PAGES IF NEEDED

3) APPLICANT(S) ATTORNEY: _____

Name of Law Firm: _____

Phone Number: _____

Cell Number: _____

E-Mail Address: _____

PROPERTY INFORMATION

Property Address: 1640 Curd Drive Bowling Green, Ky 42101

PVA Parcel Number: 040A-02-055

Acreage: 0.34

Current Zoning: RM-3

SUMMARY OF REQUEST

Please describe the variance(s) or waiver(s) being requested and list the section of the Zoning Ordinance from which the variance(s) and/or waiver(s) is(are) referenced:

- 1) 5' Variance from the 10' rear yard setback per 4.5.4.B.
- 2) 5' Variance from the 10' side yard setback per 4.5.4.C.8.
- 3) 5' Variance from the 10' Buffer setback per 4.6.8.D.2.d.

PERMITTED VARIANCES/WAIVERS

The Board of Adjustments shall have the authority to hear and decide on applications for a variance(s) or waiver(s) from the terms of the Zoning Ordinance, but only in the situations outlined in Section 3.7 (Variances) and Section 3.8 (Waivers) of the Zoning Ordinance, and provided that such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of this Ordinance.

FINDINGS REQUIRED FOR A VARIANCE(S) AND/OR WAIVER(S)

In order for the Board of Adjustments to grant a variance or waiver, it must make findings of fact in support of its approval. Please provide a detailed explanation as to one or more of the following:

- ☒ The variance/waiver will not adversely affect the public health, safety or welfare, will not alter the essential character of the general vicinity;
- ☒ The variance/waiver will not cause a hazard or a nuisance to the public;
- ☒ The variance/waiver will not allow for an unreasonable circumvention of the requirements of the zoning regulations;
- ☒ The variance/waiver will not violate the Comprehensive Plan;
- ☒ The extent of variance/waiver of the regulation is the minimum necessary to afford relief to the applicant; AND Either:
 - ☐ The applicant has incorporated other design measures that exceed the minimums of the district and compensate for non-compliance with the requirements to be varied/waived (net beneficial effect);
 - ☐ The requested variance/waiver arises from special circumstances which do not generally apply to land in the general vicinity, or the same zone; OR
 - ☐ The strict application of the provisions of the regulations would deprive the applicant of the reasonable use of the land or would create an unnecessary hardship on the applicant (Financial disadvantage to the property owner is no proof of hardship for the purposes of this section).

The Board of Adjustments shall deny any request for a Variance arising from circumstances that are the result of willful violations of the zoning regulation by the applicant subsequent to the adoption of the zoning regulation from which relief is sought.

Please check (✓) the applicable above findings of fact and cite specific evidence to address such finding in the space provided below. Please attach additional sheets if more space is needed.

Per the Comprehensive Plan this area has been designated as High Density. This property is uniquely situated in a mixed use area. There is a BGMU sub-station and WKU practice field and storage across South Way. There is an apartment complex on Forrest Drive and single family use adjoining one side of the property. There is also a lot size issue. Currently the right of ways of Curt + South is 30 feet in width, upon platting of the property the right of way will become 50 feet which requires the right of way line to move 10' onto

APPLICATION CHECKLIST

- the property which limits use of the property.
- ☒ A completed and signed Application
 - ☒ If required, a boundary survey prepared by a licensed surveyor (please include one (1) 11" x 14" or smaller copy)
 - ☒ Adjacent Property Owners Form
 - ☐ Filing Fees

APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

Date:

1) W. Kieffer Jr
GERALD W. Kieffer Jr
 (please print name and title)

Sept 4, 2019

2) _____

(please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Land Use Certificate Fee: _____

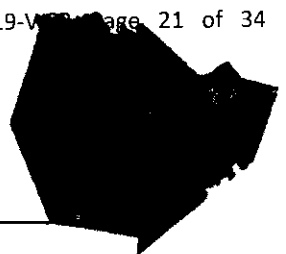
Date Fees Received: _____

Pre-Application Conference
Information

Date: July 1, 2019

CCPC

City-County
Planning Commission
warrenpc.org



PROPERTY INFORMATION

Attendees: Gerald Kieffer and Anne

Property Location: 0 and 1640 Curd Drive PVA Parcel #(s): 040A-02-055

Property Owner(s): ~~Warren County~~ Contract Vendee(s): _____

Current Zoning: RM-3 Proposed Zoning: RM-4

Current Land Use: Single Family Proposed Land Use: Multi-Family

APPLICATION TYPE

- ☐ Zoning Map Amendment
- ☐ FLUM Amendment to: _____
- ☐ Development Plan/ Development Plan Conditions Amendment
- ☐ Conditional Use Permit
- ☐ Variance
- ☐ Other _____

ADDITIONAL DOCUMENTATION REQUIRED

- ☐ Traffic Impact Study
- ☐ Development Plan Conditions
- ☐ General Development Plan
- ☐ Water / Sewer Verification
- ☐ Geologic Analysis
- ☐ Other _____

COMPREHENSIVE PLAN / FLUM COMPLIANCE REVIEW

(FLUM and Category Descriptions are Attached)

FLUM Designation

- | | | |
|--|--|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Rural Density Residential | <input type="checkbox"/> Low Density Residential |
| <input type="checkbox"/> Moderate Density Residential | <input checked="" type="checkbox"/> High Density Residential | <input type="checkbox"/> Mixed-Use / Residential |
| <input type="checkbox"/> Mixed-Use / Commercial | <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Institutional / Governmental | <input type="checkbox"/> Open Space, Parks & Recreation | <input type="checkbox"/> Rural Village |
| <input type="checkbox"/> Special Focal Point Plan / FLUM | | |

Applicable Goals, Objectives and Action Items

Future Land Use

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> LU-1.1.1 | <input checked="" type="checkbox"/> LU-1.1.2 | <input checked="" type="checkbox"/> LU-1.1.3 | <input type="checkbox"/> LU-1.1.4 |
| <input checked="" type="checkbox"/> LU-2 | <input checked="" type="checkbox"/> LU-2.1 | <input type="checkbox"/> LU-2.1.1 | <input type="checkbox"/> LU-2.1.2 |
| <input type="checkbox"/> LU-2.1.3 | <input checked="" type="checkbox"/> LU-2.1.4 | <input checked="" type="checkbox"/> LU-2.3.1 | <input type="checkbox"/> LU-2.3.4 |
| <input type="checkbox"/> LU-2.4 | <input checked="" type="checkbox"/> LU-2.5 | <input checked="" type="checkbox"/> LU-2.5.2 | <input checked="" type="checkbox"/> LU-2.5.3 |
| <input type="checkbox"/> LU-2.8 | <input type="checkbox"/> LU-2.8.1 | <input type="checkbox"/> LU-2.9 | <input type="checkbox"/> LU-2.10 |

Transportation

- ☐ TR-1.1 ☒ TR-2.1 ☐ TR-3 ☐ TR-4

Community Facilities

- ☐ CF-1.1 ☐ CF-1.4 ☐ CF-2.6 ☐ CF-5.3
- ☐ CF-10.1

Parks and Recreation

- ☒ PR-1.7 ☐ PR-1.8 ☐ PR-3 ☐ PR-5.2

Natural and Cultural Resources

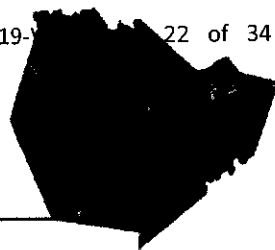
- | | | | |
|------------------------------------|---|---|------------------------------------|
| <input type="checkbox"/> NCR-1.1 | <input checked="" type="checkbox"/> NCR-1.1.6 | <input type="checkbox"/> NCR-1.3 | <input type="checkbox"/> NCR-1.4 |
| <input type="checkbox"/> NCR-2.1 | <input type="checkbox"/> NCR-2.2 | <input type="checkbox"/> NCR-2.4 | <input type="checkbox"/> NCR-2.4.1 |
| <input type="checkbox"/> NCR-2.4.3 | <input type="checkbox"/> NCR-2.5 | <input checked="" type="checkbox"/> NCR-2.5.3 | |

Housing and Neighborhoods

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> HN-1 | <input checked="" type="checkbox"/> HN-1.2 | <input checked="" type="checkbox"/> HN-1.3 | <input checked="" type="checkbox"/> HN-2.1 |
| <input checked="" type="checkbox"/> HN-2.3 | <input type="checkbox"/> HN-3.2 | <input checked="" type="checkbox"/> HN-3.6 | <input checked="" type="checkbox"/> HN-4 |
| <input type="checkbox"/> HN-6 | | | |

Economic Development

- | | | | |
|---------------------------------|---------------------------------|-------------------------------|---------------------------------|
| <input type="checkbox"/> ED-1 | <input type="checkbox"/> ED-1.8 | <input type="checkbox"/> ED-3 | <input type="checkbox"/> ED-4.5 |
| <input type="checkbox"/> ED-9.1 | <input type="checkbox"/> ED-9.3 | | |



SITE CHARACTERISTICS REVIEW

Layout, Lot Sizes and Setbacks

☐ Internal Street(s): n/a
☐ Minimum Lot Size: 5,000 sf

☐ Proposed Setbacks: 25' front, 5' side, 10' side/25' rear adj. to SF
☐ Minimum Lot Width: 40'

Transportation Infrastructure

What type of Roadway will serve the proposed development?

☐ Warren County ☒ Bowling Green ☐ KYTC ☐ Other _____

What is the road width of the roadway that will serve the development? Curd Dr +/- 20'
South Way +/- 16'

Fire Protection / Water Adequacy Verify w/BGMU

Does the proposed development meet the minimum requirements? ☒ YES ☐ NO

☐ All property located within the designated Bowling Green / Warren County Urbanized Area: 600 gallons per minute at 20 pounds of residual pressure.

☐ All property located outside the designated Bowling Green/ Warren County Urbanized Area: 250 gallons per minute with 20 pounds of residual pressure for Agriculture, Rural Residential and/or Residential Estate districts and 600 gallons per minute at 20 pounds of residual pressure for all other districts.

Wastewater Considerations

☒ Public Sewer Available ☐ Property within 2,000' of Public Sewer ☐ On-Site Septic System

Natural Features

Are there any natural features present on the property (i.e. streams, ponds, woodlands, sinkholes, etc.)?

There are a few mature trees located on the property.

Soil Suitability n/a

How is the property classified in terms of soil suitability (See Figure 27, APP-63)?

☐ Not Limited ☐ Somewhat Limited ☐ Very Limited

Prime Farmland

How is the property classified in terms of farming suitability (See Figure 28, APP-64)?

☐ Prime Farmland ☐ Prime Farmland if Protected from Flooding ☐ Farmland of Statewide Importance
☒ Not Prime Farmland ☐ Unclassified

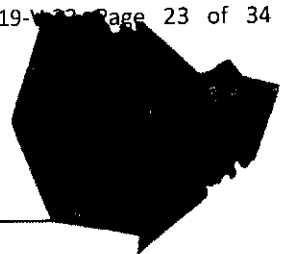
Flood Plains and Wetlands

Is the property (or a portion of the property) located within a flood plain or wetland? ☐ YES ☒ NO

Cultural and Historical Features

Are there any cultural/historical features located on the property (i.e. cemetery, historic structure, etc.)?

The existing house was constructed in 1925.



SITE DESIGN AND COMPATIBILITY REVIEW

Surrounding Density: The surrounding area is mainly comprised of moderate density single family lots. There are a couple of higher density lots containing duplexes also located in the vicinity. The Registry is also located nearby with a density of 23 du/ac

Surrounding Land Uses: Single Family, Multi-Family, Public and Vacant

Surrounding Architectural Features: The area is mainly comprised of one and 1 1/2 story single family structures. The Registry, located in the vicinity is 4 stories.

Building Materials: The majority of the homes in the area are vinyl. There are also a couple of brick and wood homes mixed in the area.

Building Orientation: The existing home faces Curd Drive. New structures on the property should be oriented toward Curd Drive and South Way

Landscaping / Screening: As required by the zoning ordinance for vehicle use areas and between incompatible uses.

Proposed Open Space: Minimum 15% in RM-4

Connectivity: n/a

Pedestrian, Bicycle or Transit Facilities: There is a GO bg transit stop at the corner of South Way and Curd Drive.

AREA SPECIFIC POLICY REVIEW ☐ YES ☒ NO

Is the property located within the boundary of any special Focal Point Plans, Overlay Districts, etc?

- ☐ Cemetery Road Overlay District
- ☐ Lovers Lane Overlay District
- ☐ Scottsville Road Corridor Study Area
- ☐ Woodburn Focal Point Plan

- ☐ Walnut Valley Focal Point Plan
- ☐ Cedar Ridge Focal Point Plan
- ☐ Smiths Grove Focal Point Plan
- ☐ Oakland Focal Point Plan

STAFF NOTES

- 8-plex proposed > Bedrooms unknown
- Two stories
- Buildings should blend in with existing character/ pattern of development along Curd Drive and South Way.

FLUM AND CATEGORY DESCRIPTIONS

Future Land Use

Objective LU-1.1.1: Upon Plan adoption, utilize the Future Land Use Map (FLUM, Figure FLU-4) to guide decision-making regarding land uses and development proposals.

Action LU-1.1.1: The Future Land Use Map (FLUM, Figure FLU-4) shall be used to determine the consistency which exists between future land use and development proposals.

Action LU-1.1.2: The following land use categories are depicted on the FLUM and shall be used in conjunction with the map to determine the consistency of land use and development proposals:

Agriculture (AG)

This land use designation applies to those rural areas relatively remote from the expanding rural-suburban fringe, where agriculture uses are predominant with small and large-scale farm operations. This classification can also include undeveloped areas used for open space and large tract single family residential property.

While the presence of R-E zoned land is acknowledged, and in some small areas, this zoning may even be prevalent, a new "conservation development alternative" to development under conventional AG or R-E zoning, will become available to landowners. Conservation development is an approach to the design of residential subdivisions, which is highly suited to rural areas where the retention of open space, farmland, or uninterrupted vistas of the scenic, rural landscape is desired (See Page FLU-24 for a map of proposed Land Conservation Development Areas). Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Rural Density Residential

This land use designation applies to those rural areas relatively close to the suburban fringe. It also applies to areas where property fragmentation has occurred within unincorporated areas or near farming activities through provisions for "exception lots" in the AG zoning district or through re-zoning and incremental subdivision of land as Residential Estate lots with gross densities ranging from zero (0) dwelling units per acre to one (1) dwelling units per acre. Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Low Density Residential

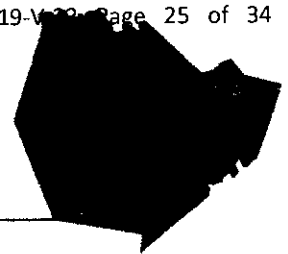
This land use designation comprises areas designated for single-family detached development and attached single-family development including twin homes where each unit is platted on its own individual lot, with gross densities ranging from zero to four and a half (4.5) dwelling units per acre. Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Moderate Density Residential

This land use designation encourages areas developed for higher density single-family detached and attached (RS-1C & RS-1D), as well as semi-detached multi-family development such as duplexes and townhouses, apartment buildings, condominiums and mobile home parks. Densities in this land use should range between three and a half (3.5) and thirteen (13) dwelling units per acre.

High Density Residential

This land use designation consists of areas occupied by multifamily housing, including higher density duplexes, townhomes, apartment buildings and condominiums. Densities exceeding eight (8) dwelling units per acre are encouraged in this Future Land Use category. High density single family may also be acceptable at five and a half (5.5) dwelling units per acre or greater.



Commercial

This land use designation consists of a broad array of commercial development, including individual commercial (retail, service, hotel or office) businesses that may exist along a highway corridor or a business district, as well as larger planned shopping centers and office parks. Limited high density multifamily uses are allowed to be mixed into commercial areas. These uses should be limited to upper stories or blended in or scattered among commercial uses. No more than 25% of any contiguous area designed Commercial should contain a multifamily uses. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Mixed Use

The Future Land Use Map includes two categories of mixed land use. They refer to areas that combine complementary activities – for example, retail, office or other commercial uses with residences, or industry with commerce. These can be existing developed areas, such as downtown Bowling Green, which retain a mixture of uses; or undeveloped or developing areas where the basic qualities of those existing mixed-use areas (efficient use of land, higher development intensities, and pedestrian friendliness) are intended to be replicated. Bringing a diversity of uses together, in close proximity with one another, makes it possible to encourage the pedestrian orientation and to reduce vehicular trips and traffic congestion.

The development pattern in mixed-use areas may include different uses housed in different structures (sometimes on a single site), or different uses stacked one on top of another in a single structure. Generally, both of these development types are likely to be found in the mixed land use districts, which differ primarily in the relative amount of each land use that is encouraged in them. There are two sub-categories of mixed-use, based on the predominant character encouraged in each:

Mixed-Use/Residential

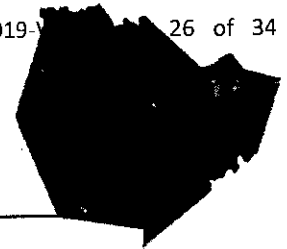
This category applies to mixed-use areas where, taken as a whole, the primary land use is residential in a variety of housing types and densities, balanced by complementary retail, office, institutional and civic uses. The distribution of land among these various activities shall be implemented through specific zoning, with standards addressing the form and character of development to ensure compatibility.

This designation applies to the historic core of downtown Bowling Green or urbanized areas being redeveloped with the primary use as residential where complementary commercial and services are provided in a contiguous area. Here, development standards should be tailored to emphasize an urban character and a mix and intensity of development appropriate to this unique center of activity. When proposed as part of a mixed-use development, Commercial uses should comprise of only twenty five percent (25%) of such development. Standalone Commercial developments should not exceed ten percent (10%) of any contiguous area designated Mixed-Use Residential. No commercial footprint should exceed ten thousand (10,000) square feet. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Mixed-Use/Commercial

This category applies to strategic areas, mostly undeveloped today, that are located near designated industrial parks and accessible from major transportation corridors. These areas are envisioned as predominately large-scale employment and business centers, albeit supplemented by compatible light industrial, retail, services, hotels and, where appropriate, higher density residential development (stand-alone or in mixed-use developments). The distribution of land among these various activities shall be addressed through specific zoning. However, primary activities in these areas may include low and medium-rise office complexes, as well as environmentally friendly manufacturing and business centers.

On large tracts, these uses should be encouraged to develop in a campus-like setting, with quality architecture and generous, connected open space to maximize value, promote visual quality, and encourage pedestrian activity between employment areas and areas of supporting uses such as retail, restaurants, and residential. The primary focus of this category is commercial mixed uses with complementary residential comprising of up to 50% of the contiguous area. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.



Industrial

This land use designation consists of areas developed or suitable for the uses permitted in the light (LI) and heavy (HI) industrial zoning categories. Because such areas require rail and truck access, future industrial development will continue to gravitate to the rail corridors and I-65 interchanges. Complementary service and commercial uses are allowed up to 25% of the total contiguous area. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Institutional / Government

This land use designation consists of major public institutions, including the WKU campus and public schools, and governmental functions and operations such as the airport, government offices, and police and fire stations.

Open Space, Park and Recreation

This land use designation applies to all existing City and County owned public parks, golf courses, other recreational facilities, and permanently protected open spaces of countywide significance.

Rural Village

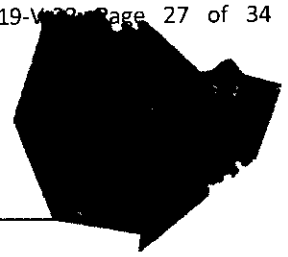
This land use designation is intended to provide for the continued vitality of the existing commercial and residential mixed use areas found in the smaller rural agricultural centers throughout Warren County. The rural village brings a sense of community and identification to the surrounding rural areas with an emphasis on providing essential goods and services to rural residents, but are not intended as employment designations for urban residents.

Neighborhood scale commercial uses are encouraged as pockets of mixed use developments. Commercial uses should be limited in size and scale (less than 10,000 square feet) and only allow uses permitted in the zones outlined in the table below. When proposed as part of a mixed-use development, commercial components should only comprise of no more than 10% of any such development. Standalone commercial development should not exceed more than 25% of any contiguous area designated Rural Village. Limited moderate density multifamily uses may be appropriate in some areas if limited in size and scale. Compatibility will be assessed by applying policies in LU-1.1.3 below, in conjunction with a general development plan, and by applying specific policies found in Focal Point Plans, area plans, corridor studies, or any other plan created and approved by the Planning Commission.

Future Land Use Category	Residential Density Range	Potentially Compatible Zoning Designations
Agriculture	0-0.2**	AG, RR*, RE*
Rural Density Residential	0-1.0**	RR, RE
Low Density Residential	0-4.5**	RR, RE, RS-1A, RS-1B, PUD
Moderate Density Residential	3.5-13	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, PUD, MHP
High Density Residential	5.5 or greater	RS-1D, RM-3, RM-4, GB, OP-R, CB, PUD, MHP
Commercial	25% of development or 10% of total contiguous area	RM-3, RM-4, GB, HB, OP-C, CB, PUD
Mixed-Use / Residential	75% of development or 90% of total contiguous area	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, NB, GB, OP-R, CB, PUD
Mixed-Use / Commercial	50% of contiguous area	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, RM-4, OP-C, HB, LI, PUD
Industrial	Not allowed	OP-C, HB, LI, HI
Institutional / Government	Not allowed	P
Open Space, Parks and Recreation	Not allowed	P
Rural Village	75% of development or 90% of total contiguous area	RR, RE, RS-1A, RS-1B, RM-2, RM-3, NB, OP-R, GB, PUD

* Allowed only with Agriculture FLUM exception lots as defined in LU-1.1.4

** Higher densities may be allowed in a Conservation Subdivision.



Action LU-1.1.3: Requested re-zonings (zone changes) shall be reviewed for consistency with the FLUM and the Development Review Provisions listed below.

Development Review Provisions

- ❖ **Map and General Policy Review** – The first step in determining compliance with the Comprehensive Plan is determining if the proposed use and zone are in agreement with the Future Land Use Map (LU-1.1.1) and Future Land Use categories listed in LU-1.1.2. Additionally, applicable goals, objectives, and action items found in the Comprehensive Plan that may apply to the proposed use and zone should be identified as part of the community wide development compliance.
- ❖ **Site Characteristics Review** – Unless specifically exempted by the zoning ordinance or by the Planning Commission, all zone change requests must be accompanied by a General Development Plan including any or all of the following: location and bulk of buildings and other structures, intensity of use, density of development, streets, ways, parking facilities, signs, drainage of surface water, access points, a plan for screening and buffering utilities, existing and man-made and natural conditions, and all other conditions requested by the Planning Commission and agreed to by the applicant. Each site shall identify the applicable site specific characteristics below and incorporate them on the general development plan, or in the application. The Planning Commission will consider how these items relate to relevant goals, objectives, and action items contained within the comprehensive plan as well as any other applicable codes, regulations or policies.
 - Proposed development layout, lot sizes, and setbacks (HN-1.2)
 - Transportation system adequacy or provisions for improvements (LU-2.3.1, TR-2.1)
 - Fire protection district, nearest station and hydrant locations (CF-1.1, CF-1.4, TR-3, TR-4)
 - Public water location, provider and certification of availability (CF-1.1, CF-1.4)
 - Waste water location, provider and certification of availability (CF-1.1, CF-1.4)
 - Existing natural features (NCR-1.1, NCR-1.3)
 - Identification of prime farmland (Map FLU-2, NCR-2.4)
 - Soil suitability (Map 32)
 - Location of flood plains or wetlands (NCR-1.1)
 - Cultural and/or historical assets being removed or preserved (NCR-2.1, NCR-2.2)
- ❖ **Site Design and Compatibility Review** – All proposals for new development must be assessed to determine their compatibility with the existing surrounding development. Compatibility may be shown because the proposed use is the same as the surrounding neighborhood, or it may be established by site design, buffering, control of access through the adjacent neighborhood, or other measures. Developments should address the following site design and compatibility considerations:
 - Surrounding density (HN-1.2)
 - Surrounding land uses (LU-2)
 - Surrounding building architecture including height, bulk, scale, massing, etc. (HN-1.2)
 - Proposed building materials (HN-1.2)
 - Building orientation in relation to the roadway (HN-1.2)
 - Proposed landscape buffering and/or screening (HN-1.2)
 - Proposed open space (LU-2.1.1, PR-2)
 - Connectivity to adjacent properties (LU-2.1.2)
 - Any pedestrian, bicycle or greenway facilities existing or proposed connections (LU-2.1.3, TR-3, TR-4, NCR-1.4, PR-3)

- ❖ Area Specific Policy Compliance – In addition to the review items above, the Planning Commission will consider area specific policies created in focal point plans, area plans, corridor studies, and/or other similar plans created by the Planning Commission or other local and state government organizations. (LU-2.4, LU-2.8)

Action LU-1.1.4: The following is a recommended protocol for the use of the Future Land Use Map and amending the FLUM.

Purpose / Relationship to Zoning

While the Zoning Map, and its associated zoning districts, defines specific uses and development types currently permitted for individual properties, the Future Land Use Map depicts more broadly the likely pattern of land uses that may exist in the future. Therefore, the FLUM does not directly determine the specific development that may be approved for a particular property. Applicants for zoning changes must demonstrate that the proposed use / development is consistent with the land use designation on the FLUM. However, consistency with the FLUM is only one of several considerations, and all other development criteria must be met for a rezoning approval, per the process laid out in the zoning ordinance and in KRS 100.213. Because FLUM designations are considerably broader than provided in specific zoning districts, several different zoning districts may conform to the provisions of a single FLUM land use category. However, in cases where a proposed development type and associated zoning district is clearly inconsistent with the FLUM, and/or other provisions of the Comprehensive Plan, such rezoning approvals shall not be granted until and unless the FLUM is amended.

Exceptions

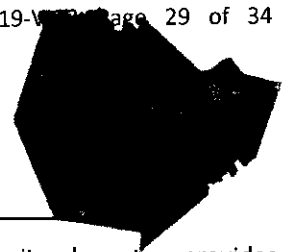
The following types of re-zoning requests shall not require FLUM amendment prior to consideration for approval:

- o Emergency situations requiring immediate actions to protect public health, safety and welfare (e.g., providing temporary housing for those displaced by a natural disaster).
- o Corrections of zoning map errors
- o Single Family Residential rezoning requests for single family non-conforming parcels that are less than 5 acres in size, and are compatible with existing residential land uses, and where only one new lot is being created from a parent tract that existed prior to July 1, 2001.
- o Rezoning requests of 10 acres or less, where a proposed development site lies within two or more future land use designations, if at least 50% of the property lies within a future land use designation which is consistent with the proposed zoning district.
- o Rezoning requests for property located within the Agriculture FLUM designation where the result will be the enlargement of an existing agricultural tract and the number of lots will remain the same as (or less than) what existed at the time the rezoning application was filed. The remaining lot must meet the requirements of the proposed zone and no lot resulting may be non-conforming.

Procedures for Amending the FLUM

The Planning Commission's approval of a FLUM amendment request should be based on at least one of the following criteria:

- o A demonstrated over-riding public benefit of the proposed development (this may include the provision of a major public facility or amenity, the provision of a major source of employment or an economic development asset that cannot be accommodated in a location consistent with the current FLUM).
- o The request is a correction of inconsistencies or mapping errors contained within the FLUM.
- o That the proposed use is clearly compatible with existing surrounding development as demonstrated by the applicant. This review should include a compatibility assessment of the proposed use, which includes, but is not limited to, location and bulk of buildings and other structures, building height, building materials, intensity of use, density of development, location of parking and signage within the surrounding area. In addition, the applicant must prove that the proposed amendment will not result in development that exceeds the capacity of existing infrastructure (such as roads, water, sewer and stormwater).



Goal LU-2: Encourage compact, sustainable, high quality development which protects community character, provides balanced land uses and which is tailored to the variety of urban, suburban and rural sections of Warren County.

Objective LU-2.1: Improve design standards and establish incentives for urban and suburban residential development.

Action LU-2.1.1: Consider increasing or refining the standards for open space retention in new residential development, to ensure an adequate share of such space is usable and of scenic or ecological value.

Action LU-2.1.2: Consider adoption of a "roadway connectivity index" applicable to new residential development or other developments with a significant residential component (40% or more).

Action LU-2.1.3: Consider encouraging new developments to incorporate planned greenway links (as per the Greenbelt Master Plan) into their developments or, at a minimum, to provide connections to the greenway system whenever possible.

Action LU-2.1.4: Consider adopting incentives to promote the preservation of existing trees on private property before, during, and after development, and standards that discourage clear cutting of trees.

Action LU-2.3.1: Improve standards for access management (e.g., review spacing of driveways, consider requiring driveway sharing or parking lot connectivity, etc.) in order to reduce traffic "friction" and enhance safety.

Action LU-2.3.4: Require that proposals for heavy industrial development in areas with a DRASTIC index of greater than 160 be accompanied by a detailed geologic analysis to determine the carrying capacity of the underlying soils with respect to the possibility of accidental spills of hazardous materials and storm water management.

Objective LU-2.4: Establish a consistent sector/small area planning process to focus on areas of the County or the City that require special attention and a more detailed level of planning.

Objective LU-2.5: Stabilize and protect Bowling Green's older neighborhoods.

Action LU-2.5.2: Prepare guidelines to ensure the compatibility of infill development, particularly next to historic structures and sites.

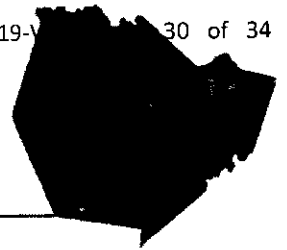
Action LU-2.5.3: Continue to identify and promote opportunities for revitalization and redevelopment.

Objective LU-2.8: Continue to apply selected policies established in prior focal plans and overlay districts, in particular those pertaining to the smaller incorporated cities and corridors.

Action LU-2.8.1: Continue to implement the adopted policy plans for Lovers Lane, Cemetery Road, Walnut Valley, the Cedar Ridge Neighborhood and the rural villages of Smiths Grove, Oakland and Woodburn. Any discrepancies between the 2030 Comprehensive Plan Future Land Use Map and the adopted policy plan maps shall follow that of the adopted policy plan (Volume 2 - Appendix 3).

Objective LU-2.9: Identify techniques to protect the County's small municipalities and rural settlements from development that is out-of-character.

Objective LU-2.10: Identify and designate "special character areas" such as scenic roads and viewsheds for protection.



Transportation

Action TR-1.1: In reviewing development applications, identify the need to retain rights-of-way for roadways depicted in the long-range plans of the MPO and the KYTC.

Action TR-2.1: Continue to require that all private and public development is undertaken in a manner which promotes connectivity and minimizes traffic congestion on the existing road network, by implementing measures such as (but not limited to) the following:

- o Adjacent developments shall provide for internal circulation between them in accordance with the subdivision regulations.
- o At least one stub street should be constructed into each adjacent undeveloped property of 10 acres or more. The design of future alignment of street extensions onto adjacent tracts should benefit the surrounding community. Subsequent development of these adjacent tracts shall connect to the original stub street.
- o Access to existing collector and arterial roads shall be provided by newly constructed public streets spaced not closer than 600 feet on collectors and not closer than 1,320 feet on arterials.
- o All residential developments of 10 lots or more shall be served by an interior street system.
- o Development within the City limits of Bowling Green shall comply with the City's adopted Traffic Access Management Manual.

Objective TR-3: Pedestrian and Bicycle Mobility: Promote pedestrian and bicycle mobility through an integrated network of sidewalks, paths and trails and through the encouragement of bicycle and pedestrian-friendly streets and land use and development patterns.

Objective TR-4: Transit System: Expand opportunities for transit alternatives to auto-dependence for local, citywide, countywide and regional travel.

Community Facilities

Action CF-1.1: Proactively plan all public facilities to support desired land use patterns. Complete plans within timeframes sufficient to allow strategies for meeting future needs to be implemented before current planned capacities are exceeded.

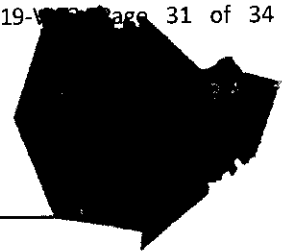
Action CF-1.4: Consider establishing a process for coordinated development review with utility providers, Planning Commission staff, parks department representatives, school district representatives, postal service representatives, fire and police representatives and other such relevant agencies, to expedite and more effectively coordinate development reviews.

Action CF-2.6: On-site sewage disposal systems may continue to be used provided that:

- o The Health Department must perform a site evaluation to determine the location, size and type of on-site system to install.
- o The site evaluation must be performed and the on-site disposal system located on the site before obtaining a building permit.
- o Every on-site disposal system installation, regardless of lot size, must be approved by the Health Department.

Action CF-5.3: Any new subdivision encompassing 5 lots or more shall be required to provide a minimum fire flow of 250 GPM. An exemption for subdivisions consisting of no more than 4 lots will continue to apply.

Action CF-10.1: Promote technologies that reduce the impact of development and human activities on the environment, including sustainable development patterns, green building (e.g., encourage the use of green technologies in new construction, but also place an emphasis on adaptive reuse of existing buildings, and responsible deconstruction and reuse of building materials), alternative transportation, etc.



Parks and Recreation

Action PR-1.7: As necessary, review and enhance standards for new residential developments to ensure:

- o Connectivity of open spaces to the County's greenways system.
- o Protection of stream corridors and floodplains.
- o Protection and enhancement of tree canopy.

Action PR-1.8: Adopt conservation/cluster subdivision design provisions to encourage the protection of open space, farmland, and rural character, making this approach an attractive alternative to conventional development in the AG zoning district.

Objective PR-3: Continue to implement the Greenbelt System Master Plan and other programs that support bicycle and pedestrian recreation and mobility.

Action PR-5.2: Provide and encourage appropriate levels of public access and amenities along the County's blueways, where feasible.

Natural and Cultural Resources

Objective NCR-1.1: Review and, as necessary, modify the land development regulations to ensure that land use and development decisions consider the physical suitability and natural resources of individual sites or areas anticipated for development.

Action NCR-1.1.6: Consider amending the Zoning Ordinance and/or Subdivision Regulations to include standards and incentives for the protection of existing trees on infill and redevelopment sites before, during and after land development. The standards should take into account the health and maturity of existing trees to determine whether trees should remain in place, may be removed, or should be relocated (either on- or off-site) upon development.

Objective NCR-1.3: Ensure that development is compatible with the natural environment, preserves unique landscapes and natural areas, conserves environmental resources and minimizes human impact on the natural environment.

Objective NCR-1.4: Take advantage of local natural resources to create, protect, and enhance, and maintain recreational, educational, and cultural opportunities and activities, as long as such uses are compatible with those resources.

Objective NCR-2.1: Gather, analyze and continuously update data about Warren County's unique cultural resources.

Objective NCR-2.2: Support educational efforts to increase awareness of Warren County's cultural resources and to foster their preservation.

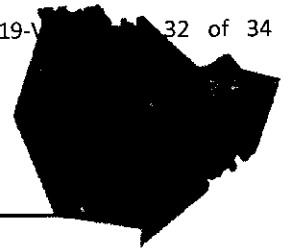
Objective NCR-2.4: Implement strategies and tools to preserve and enhance Warren County's rural and agricultural heritage, including its agricultural landscapes and viewsheds, rural village centers, rural landmarks, and scenic rural corridors, etc.

Action NCR-2.4.1: Use the Future Land Use Map, together with the policies in the Land Use, Transportation, and Community Facilities elements, in particular, to direct development first to areas where infrastructure already exists, in order to reduce the premature development pressure on the countryside.

Action NCR-2.4.3: Adjust zoning and subdivision regulations to require development in rural village centers to be compatible in design and placement with existing surrounding structures, and to contribute to the historic character of the community.

Objective NCR-2.5: Promote the economic viability and vitality of historic neighborhoods, historic districts, and rural landscapes, adjusting local government decision-making processes, as necessary, to adequately consider cultural resources and historic preservation.

Action NCR-2.5.3: Consider cultural historical resources in applicable development review.



Housing and Neighborhoods

Objective HN-1: Promote the development of infill sites with existing urban services and suitable redevelopment projects that maintain or improve existing character, development patterns and urban design.

Action HN-1.2: Establish in the Zoning Ordinance clear compatibility criteria for new redevelopment and infill projects based on factors such as (but not limited to): building scale (massing, height), setbacks, parking location, landscaping and architectural character. Criteria may also include such items as requirements for compatible densities, street patterns, etc. (e.g., average density of new development should not exceed the density by more than 50 percent of the surrounding area, defined as that area located within a 1,000 foot radius).

Action HN-1.3: Continue to identify and promote opportunities for infill and redevelopment, particularly projects which may strengthen existing neighborhoods and districts.

Action HN-2.1: Promote the diversification of new housing stock by applying variable zoning densities and allowing a range of housing types in suitable locations, consistent with the Future Land Use Map. (e.g., mixed-use centers, etc.).

Action HN-2.3: Where housing is in severe disrepair to the point that rehabilitation is financially unfeasible, explore the possibility of acquiring and razing the structure to facilitate developing new housing for low and moderate-income families. In cases of residential structures with historical significance, a higher threshold should apply for determining that rehabilitation is financially unfeasible.

Action HN-3.2: Make revitalization of the "Shake Rag" neighborhood a priority, including housing rehabilitation activities, streetscape improvements, residential infill development, relocation of selected businesses, relocation of overhead utility lines, creation of a "heritage walk" from Fountain Square to the Barren Riverfront, development of minority-owned businesses and identification of historic properties.

Action HN-3.6: Revisit and, as necessary, adjust zoning in neighborhoods which are predominantly single family, but designated for multi-family use. Characteristics of existing zoning designations that may need to be adjusted could include, but are not limited to: (a) failure to protect the primarily single-family neighborhood from more intensive development; and/or (b) failure to promote new residential development that is sensitive in scale, form, and density to the established neighborhood character.

Objective HN-4: Encourage an array of housing options in all parts of Warren County.

Objective HN-6: Provide for the housing needs of the elderly, disabled and those in need of transitional housing.

Economic Development

Objective ED-1: Pursue actions to strengthen core industries, retain existing businesses and industries in the community and attract new businesses and industries, particularly those that will help to diversify the local economy.

Action ED-1.8: Encourage the development and expansion of healthcare facilities and support facilities for those of retirement age.

Objective ED-3: Support local small businesses, entrepreneurial endeavors and industries.

Action ED-4.5: Allow and encourage agri-tourism, farmers' markets, local Co-ops and community supported agriculture (CSAs), farmstands, accessory farm businesses, agricultural festivals, equestrian events and other activities that help to support a viable agriculture economy.

Action ED-9.1: Support new cultural and entertainment venues, such as the development of a whitewater course on the Barren River, and completion of the Heritage Trail (a walking path from Fountain Square to the Riverfront), in Downtown Bowling Green, that complement current establishments such as the minor league baseball stadium, the Southern Kentucky Performing Arts Center and the Historic Railpark and Train Museum.

Action ED-9.3: Consider the need for tourist support facilities (hotels, restaurants, etc.) when making land use and zoning decisions.

Rachel Hurt

From: Rachel Hurt
Sent: Wednesday, September 04, 2019 8:55 AM
To: 'Thad Lucas'; 'jkieffer
Subject: Staff Comments: Proposed Zone Change on Curd Drive and South Way

Good Morning,

In reviewing the application for the proposed rezoning of the properties located on the northwest corner of Curd Drive and South Way, staff has generated the following comments for your consideration:

- In our previous discussion relating to potential variances that will also be applied for in conjunction with this rezoning application, it was mentioned that the number of units might be reduced to a maximum of 7 instead of 8. If so, proposed development plan condition (DPC) #1 will need to be revised. **Also regarding the potential variances, due to the public notification requirements outlined in KRS Chapter 100 and Chapter 424, if the variance application, fee and variance exhibit are not submitted by NOON TODAY, this application will have to be postponed until these items are received. I am sorry for any inconvenience this may cause.**
- DPC #3 addresses building materials for the proposed development. Would you also consider prohibiting plain-face block as a visible finished material?
- Staff has noted that the existing structures on Curd Drive have a front façade oriented toward Curd Drive. Would you consider incorporating a requirement that any new structure also have a front façade (or appearance of a front façade facing Curd Drive) to complement the existing character and pattern of development along Curd Drive?
- LU-2.1.4, PR-1.7 and NCR-1.1.6 from the FOCUS 2030 Comprehensive Plan encourage preservation of the tree canopy and discourage removal of existing mature vegetation. Staff has noted that there are several mature trees located on the property. Would you consider incorporating an additional DPC to address preservation of these trees (or at least a portion of these trees)?
- NRC-2.5 and NCR-2.5.3 promote the preservation of historic resources and structures and state that these items should be considered in development plan review. Staff has noted that the existing residence was constructed in 1925. It is the understanding of staff that the existing residence is proposed to be demolished. Would you consider incorporating an additional DPC to donate any salvageable materials from the existing home to the Habitat for Humanity ReStore or similar organization prior to demolition?

To ensure timely delivery of meeting materials to our Planning Commissioners, please submit any revisions you may have (with the exception of the variance items outlined above) no later than **Wednesday, September 11th at 9:00 AM.**

Please let me know if you have any questions or concerns regarding the above comments. I am happy to assist however I can!

Sincerely,

Rachel Hurt
Planner III



1141 State Street
Bowling Green, KY 42101
270.842.1953

Development Plan Conditions

This statement of Development Plan Conditions is filed pursuant to Section 3.11 of the Joint Zoning Ordinance of Warren County, Kentucky,

Property Owner: Fritz Real Estate Holdings, LLC

Source of Title: Deed Book 1187 Pg 336

PVA Parcel Numbers: 040A-02-055

Acreage: .35


CONDITIONS:

- 1) A maximum of eight 1-bedroom dwelling units.
- 2) All buildings on the property will not exceed two stories.
- 3) The exterior of the building will be high quality vinyl. Plain-faced block is prohibited as a visible finished material. No plain faced block will be used for the foundation
- 4) All entrances will be coordinated with Public Works.
- 5) All utilities will be underground.

These foregoing Development Plan Conditions shall be binding upon the owner, his or her heirs, successors, personal representatives, assigns the Planning Commission and legislative bodies of Bowling Green and Warren County, Kentucky, as of the date of adoption unless otherwise amended pursuant to Section 3.12.8 of the Joint Zoning Ordinance of Warren County.

Date of Adoption of Development Plan Conditions: _____

Signed this the 8 day of AUG, 2019.



Fritz Real Estate Holdings, LLC
Jerry Kieffer

SUMMARY MINUTES
City-County Planning Commission of Warren County
September 19, 2019 @ 6:00 p.m.
City Hall - Commission Chambers
3rd Floor, 1001 College Street, Bowling Green, KY

PRESENT:
Albert Rich
Mary Vitale
Mary Belle Ballance
India Unseld
Tim Graham
Eric Madison
Dean Warren
Velma Runner

The City-County Planning Commission of Warren County was called to order by Chairman Velma Runner.

A. ROLL CALL:

Chairman Runner requested Jessica Martin to conduct roll call in order to determine a quorum. A quorum was determined with eight (8) of the twelve (12) Commissioners present at the time of the roll call.

B. APPROVAL OF MINUTES:

Chairman Runner stated all Commissioners had received the Minutes of the meeting held on September 5, 2019 in their packets. Chairman Runner asked if there were any corrections to the minutes. Being none, she asked for a motion. The Motion was made by Commissioner Warren that the minutes be approved, seconded by Commissioner Vitale, and agreed upon (8 yeas) to approve the Summary Minutes of the September 5, 2019 meeting as written.

Hon. Hamp Moore, of Cole and Moore Law Office, Attorney for the Planning Commission, requested the Chairman order that the Joint Zoning Ordinance of Warren County, Kentucky; the Subdivision Regulations; and the Comprehensive Plan with all of its elements effective as of this date (September 19, 2019) be introduced as exhibits for each of tonight's hearings. He further requested the Chairman order that the Staff Report, with all attachments together, along with the Commission's entire file for the applications be likewise introduced as exhibits. Hon. Hamp Moore asked that the Oath be administered to Ben Peterson, Executive Director, Monica Ramsey, Planner, and Rachel Hurt, Planner be sworn as witnesses before the Planning Commission and that their oath and qualifications be reflected in the record for tonight's hearing. Chairman Runner so ordered and swore in the witnesses.

C. FINANCIAL

Chairman Runner stated the July Financial Report was in the packets. She asked if there were any questions or comments. Being none, she moved to the next item on the agenda.

D. PRELIMINARY SUBDIVISIONS & SITE DEVELOPMENT PLANS

Chairman Runner asked if there were any questions or comments on the Subdivision and/or Site Development Plan approvals. Being no questions or comments, she proceeded to the next item on the agenda.

E. LETTERS OF CREDIT AND PERFORMANCE BONDS

Chairman Runner stated there was one letter of credit or performance bond on tonight's agenda.

1. Release the cash bond for construction on Brownstone Farms in the amount of \$53,100.00 from GTS Properties, LLC.

Chairman Runner asked if there were any questions. Being none, she asked for a motion. The motion was made by Commissioner Warren, seconded by Commissioner Vitale, and agreed upon (8 years) to approve the above Letter of Credit and Performance Bond.

F. OLD BUSINESS

Chairman Runner announced there was one item on old business for tonight's agenda.

2019-37-Z-BG – Mirsad Alic and Tim Wheeler have filed an application to rezone a portion of tracts of land containing approximately 73.06 acres located at 6309 Russellville Road from AG (Agriculture) and GB (General Business) to HB (Highway Business), RM-4 (Multi-Family Residential) and LI (Light Industrial), with a general development plan.

Mrs. Rachel Hurt stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Warren asked if there were any changes since the last hearing. Mrs. Hurt stated there have not been any changes submitted since the last hearing. Commissioner Warren stated the application seems very vague. Mrs. Hurt stated all the uses in the zoning ordinance can still occur on the site besides the ones they prohibited. Commissioner Graham asked about materials. Mrs. Hurt stated building materials was addressed for the RM-4 section but not the HB or LI portion of the application. Commissioner Graham asked about the Southwest Parkway. Mrs. Hurt stated the right-of-way has already been required and can be viewed on the maps. Mr. Peterson stated there is funding from Russellville Road to the first interchange but there are no short term or immediate plans to go any further than that. He stated the right-of-way was acquired about 15 years ago. Chairman Runner asked if there were any further questions for the staff. Being none, she called forward the applicant.

Mr. Chris Davenport came forward as the attorney for the applicants. He stated the application says Tim Wheeler but Frank Tim Wheeler passed away in December and the contract is between the Wheeler family and Mr. Alic. He stated he requested this application be tabled two weeks ago and went downstairs and have some discussion with Mr. Hodges and was told he would be in touch. He stated he heard the end of last week that they had a representative but then that representative wouldn't be involved. He hoped he would hear suggestions in the last two weeks to appease some concerns but he did not get any request from the neighbors. He stated there is a lot of property zoned in the Walnut Valley Focal Point Plan that is currently inconsistent. Mr. Davenport offered the following amendments to the DPC: RM-4 section – DPC 10. There will be a maximum of 200 units. All structures shall face the newly proposed street(s). He stated that made a density of 25 dwelling units per acre. HB Section adding to DPC 3 – The exteriors of all structures shall be comprised, at a minimum, 50% brick, stone, cement board or EFIS. LI section DPC 10. All structures shall face the newly proposed street(s). Mr. Davenport stated

when the cemetery was discussed; the family and engineers have tried to figure out where the cemetery would be. He stated they have not found it yet. He stated the clients will diligently and reasonably search for the cemetery, and if found they will preserve it consistent with applicable statute and regulation. DPC for LI (11), RM-4 (11) and HB (13) – There will be at least 20% open space. The developers/owners will diligently and reasonably search for the cemetery, and if found, they will preserve it consistent with applicable statute and regulation. Commissioner Graham asked about the walking trails suggested by the Focal Point. Mr. Davenport stated he would need to speak to his clients. DPC for LI section add to DPC 7. There shall be a 100 feet setback at any property line adjacent to current Single Family Residential Use. He stated when they obligated themselves to the 100 feet setback that prohibits building and parking since the DPC 2 reads the way it does. Mr. Davenport stated many of the policies are in compliance and when Mrs. Hurt went through the report there was 11 that she stated where either not in compliance or questionable and with the revisions he proposed the only ones that are left has to do with compatibility and are issues that come before this board with every case. To address Commissioner Warren's comment about the application being vague, Mr. Davenport stated this is a large tract with industrial and commercial areas that most development like this does not know what exactly is going in. He stated he limited proposed uses as best he can. Commissioner Graham asked how detailed the multi-family portion was in the concept plan. Mr. Davenport stated it will have to change a little since they committed to 20% open space. Commissioner Graham asked if he had elevations. Mr. Davenport stated no since they didn't know who was going to develop it. He stated the DPCs limits the RM-4 portion to two management entities. Commissioner Graham stated the Walnut Valley Focal Point states it should be a single management use. Mr. Davenport stated he will discuss that issue with his client. Mr. Davenport stated this request is complaint with the FLUM and heavy industrial exists within a stone throws of this application. Commissioner Rich asked if Mr. Davenport was stated he did not know what the Light Industrial use would be. Mr. Davenport stated that was correct but he did spend some time with the Article 5 use chart in the Zoning Ordinance and prohibited some of the uses they know will not go in there. Mrs. Hurt read the current uses that was prohibited and stated there was several that still could be there that he did not mention. Chairman Runner asked if there were any further questions for the applicant before opposition. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. She asked for the spokesperson to come forward.

Mr. Gerald Barr, 401 West McLellan Road, came forward and was sworn in. He presented a slide show that he prepared with photos of the entrance of Stone Crest subdivision. He expressed concern about the vague application. He stated he called Mr. Davenport's office today and they didn't talk about any of the provisions that is proposed tonight. He stated the application says Tim Wheeler and explained the history of the property and deed being from the year 1918. He expressed concern of not knowing who owns the property and who Mr. Davenport is representing. Mr. Barr stated before you take a case you are supposed to make sure there is no conflict of interest but Mr. Davenport represented him last year. He expressed concern about the provisions done on the floor tonight and not having a signed copy. Mr. Barr explained that page 6 of the staff report says that it complies with 4 policies and does not comply with 5 policies. He stated for FM-30 there is 11-12 policies that they don't comply with. He expressed how the proposed development is not compatible with the surrounding development through pictures on his slideshow. He expressed how the application shows a trucking company is being proposed and showed pictures of how it will look by his single family subdivision. He expressed concerns about a bunch of pavement and concrete. He felt we should be environmental friendly. He read over the Walnut Valley Focal Point Plan and how the application does not comply with most of

the policies. He stated the development coming in will decrease the value of their homes which will decrease the taxable value of them and the taxes the county gets each year. He stated the subdivision property owners have worked too hard for their investments and homes and asked the Commission to not take that away from them. Commissioner Graham asked Mr. Barr that one of the concerns was open space but asked if he had the assurance that 20% was in writing would that appease him. Mr. Barr stated he would have to talk to all the residents that are present. He stated that is one of sixteen items that they have concerns about. Commissioner Graham stated in that number that he just listed have been updated on the floor tonight and have been addressed. Mrs. Hurt stated she could work on getting more up-to-date policies that are in compliance. Commissioner Graham has WV-2a was addressed, WV-2e is partial addressed besides the walking trail; WV-2h is a single development that they requested. Mr. Barr stated he is more concern with the policies on page 9 and 10 and this development is not compatible.

Ms. Ashley Burnette, 308 Stone Ridge Street, came forward and was sworn. She stated her home is one of the homes that would be most impacted with a trucking company in her back yard even if it is 100 yards away. She expressed how Stone Crest is the perfect neighborhood to raise a family and asked to help preserve the high quality of the area. She stated they gladly welcome Highway Business and residence that enhances their neighborhood and growth to the area. Ms. Burnette stated she is opposed to Light Industrial which the Walnut Valley Focal Point does not allow. She stated this is not an area that is designed for a trucking company since it comprises of single family or agriculture.

Mr. Tom Napier, 260 Stone Ridge Street, came forward and was sworn in. He stated how long he has been in Bowling Green and when he purchased his home. He expressed concern about the vagueness application. He stated the Walnut Valley Focal Point states all development shall compliment the area and since this isn't detailed there is no way the Board can determine this. He expressed concern about fuel and how Rockfield is solid rock and the sinkholes and detention of water. He further expressed concerns about hazardous materials and waste, hours of operation, aesthetics of a trucking company, and the proposed connection of a parkway that does not exist so all traffic will be coming out of Russellville Road. Mr. Napier stated there are no trucking companies existing today beside single family residences in Warren County because the Planning Commission hasn't allowed it. He felt that was because they are incompatible.

Mr. Ralph Schwartz, 135 Stone Ridge Street, came forward and was sworn in. He stated he contacted the county about the current water detention situation and nothing has been done. He expressed concerns that this will make it worse.

Mr. Rhetta Foust, 375 West McLellan Road, came forward and was sworn in. He expressed concerns about noise pollution. He stated they are protecting what their investment are and how they will not be able to enjoy with the noise. He stated they are not against progress but let it be something that enhances the area.

Mr. David Morrow, 304 Stone Ridge Street, came forward and was sworn in. He expressed concern about the wildlife and how it will be affected with the development. He expressed concerns of the light pollution and sky glow affecting their experience of the night sky.

Mr. Ben Hilton, 175 Hearthstone Circle, came forward and was sworn in. He presented a slide show of water shed map and flooding pictures of property that backs up to the proposed development. He explained the water basin for the subdivision and direction of water on the

water shed map. The pictures are from 2010, 1997 and from February of this year and call it Lake Stone Crest.

Mr. Steven Burnette, 308 Stone Ridge Street, came forward and was sworn in. He explained the historical implement of the proposed development and explained he had a history degree from WKU. He discussed how the home was built in 1844 and survived the Civil War and stated there was a spring water distillery near the house in 19th and 20th century. He stated his hobby is to study historical maps and looked at 1952 map and shows the 1844 house and to the east shows a log cabin and what he believes a cemetery. He encourages the no vote to preserve the history.

Mr. Mujkanovic, 575 West McLellan Road, came forward and was sworn in. He stated he lives in the area and was in favor of the application. He stated this will give an economic opportunity that comes with this project. He stated the flooding is a neighborhood issues since it is not on the proposed tract. He stated the noise was brought up but yet there is a train track nearby that runs every morning. Mr. Mujkanovic stated this will offer jobs to those in needs like his younger brother who has been looking for two years and could walk there. He stated the pictures shown of a trucking company were not a fair representation since they have the owner of TAZ trucking here tonight which is a 20 million project off of Nashville Road which is a beautiful building. He felt this would benefit the value of the homes. He felt they needed to accept the fact that something will be built on the property one day and need the growth for the community. He asked for the board to think about the future.

Ms. Benita Hodges, 160 Stone Crest Avenue, came forward and was sworn in. She showed a picture of her backyard. She stated the Highway Business is being proposed to be against that tree line. She stated a football field distance will still be to close because it will take away her sunrise away.

Mr. Gary Chaffin, 185 Hearthstone Circle, came forward and was sworn in. He stated his backyard adjoins the Wheeler property. He explained his history of building his house and raising his family and grandchildren there. He stated the application will not be compatible with Stone Crest, especially a trucking company. He stated that use does not enhance their subdivision or their quality of life.

Mr. Fuji Avdic, 466 Day Star Circle, came forward and was sworn in. He stated he does not live in the neighborhood but is a local entrepreneur that owns Stryker Logistics which is not a trucking company but is a warehousing company that manages logistics. He stated they are running out of space and is in support of this project. He stated he does not want to go out of the county and this will help him keep it in Warren County.

Mr. Kevin Kriby, 1130 High Street, came forward and was sworn in. He stated he wanted to make sure they do the proper things to check for the cemetery like sonar and other things that are available. He stated there are laws in place that they need to go by.

Chairman Runner asked for a show of hands for support; hands were raised. She asked for a show of hands in opposition; hands were raised.

Ms. Vicki Harris, 9008 Henry Clay Drive, came forward and was sworn in. She explained her grandfather was Tim Wheeler and explained the owners that are of the property today and

wanted to put a face to the owners of this property. She stated this land was in the family for over 102 years and this decision was not made lightly and was prayed over.

Chairman Runner asked if there were any other individuals that want their name on record or have any further comment. None came forward. Mr. Davenport stated the request for Light Industrial is not the only Industrial property that exists in the Focal Point. Mrs. Hurt stated that is correct. Mr. Davenport stated Kobe Aluminum is located in the Focal Point and is Heavy Industrial. Mrs. Hurt stated yes. He proposed to amend the RM-4 section DPC 9 from two managing entities to one (1). He proposed a new DPC for the RM-4 and HB category to state: "The property shall be developed with a 3 foot wide walking trail connecting open space in the Highway Business and RM-4 properties." After discussion, Mr. Davenport presented an additional DPC the LI section that stated: No truck dispatch, repair, maintenance or overnight parking operation shall operate on any parcel adjacent to any now existing single family use. Mr. Davenport stated that the intent was to address some of the concerns given by the neighborhood. Commissioner Warren asked about dispatch. Mr. Davenport stated that is a large component of any trucking company. Commissioner Graham stated the DPC stating there will be no parking will have the development looking different than the pictures that was presented. Mr. Davenport stated yes. Hon. Hamp Moore asked Mr. Davenport if he represents the property owners that can sign a fee simple title and the applicants in question. Mr. Davenport answered yes.

Mr. Barr returned to the podium to present his closing arguments. He expressed his concern about vagueness that has been presented. He asked who they call if there are trucks parked overnight. Mrs. Hurt stated the Planning Commission. Mr. Barr summarized the concerns of the neighborhood and asked for the Board to deny this application.

Mr. Davenport returned to the podium to present his closing arguments. He stated there is enforcement in place for development plan conditions. He stated there are a number of policies to look at and almost every one of those concerns have been addressed. He summarized all of the conditions they have amended to comply with these policies. He stated this application is complaint with the FLUM. Mr. Davenport stated there is a lot of areas in the State that doesn't have development and would welcome this type. He stated the FLUM shows how the Planning Commission expects things will be developed and they are consistent with it. He stated right-of-way was bought with the future development in mind for a parkway. He asked for the board for a recommendation of approval. Commissioner Graham asked if this application would retain all water onsite. Mr. Davenport stated that is a requirement and when this property is developed those waste water plans have to be approved by the Public Works and sometimes add in current water problems.

Chairman Runner asked if there were any questions or comments by the Commissioners. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Unseld, to deny the proposed Zoning Map Amendment, docket number 2019-37-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is not consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its non-compliance with the objective and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is not in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was

seven (7) yeas (Rich, Vitale, Ballance, Unseld, Warren, Madison, Runner) and one (1) nay (Graham), so recommendation will be for denial.

Chairman Runner called for a 15 minute recess. After 15 minutes, the meeting was reconvened.

G. PUBLIC HEARINGS

Chairman Runner called the first item:

2019-09-DP – Greenbrier Hills Properties, LLC and Covington Farms Development, LLC have filed an application to amend the General Development Plan / Development Plan Conditions on a tract of land containing approximately 4.82 acres located at 0 Elrod Road (bounded by Cal Bastel Road and Morage Street). This property is zoned PUD (Planned Unit Development), with a general development plan.

Mrs. Monica Ramsey stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Warren asked if the units are individual homes. Mrs. Ramsey stated yes. Chairman Runner called forward the applicant. Mr. Kevin Brooks came forward as an attorney for the applicant. He stated the application is less dense than what was proposed before and that each building will have two units but the wall separating the units is the property line. Chairman Runner asked if there were any further questions for the applicant from the Commissioners. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Glenda Gray, 836 Dunbarton Ave, came forward and was sworn in. She asked if both sides of the building will be built the same and not have different brick. Mr. Brooks stated their goal is to sell them and they will have to look compatible or they won't sell. Chairman Runner asked if there were any other questions or oppositions from the audience. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the proposed General Development Plan amendment, docket number 2019-09-DP. Based upon the testimony and documents presented in this public hearing, the proposed General Development Plan amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Further, I also find that there have been major changes of an economic, physical or social nature within the area of the property in question and I request that the findings of fact and recommendation include a summary of the evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so approved.

Chairman Runner called the next item on the agenda:

2019-10-DP – Eagle Ridge Developers, LLC and James Cook have filed an application to amend the General Development Plan / Development Plan Conditions on tracts of land containing approximately 83.43 acres located at 0 & 7017 Cemetery Road. This property is zoned R-E (Residential Estate), with a general development plan.

Mrs. Monica Ramsey stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Being none, she asked to hear from the applicant. James Cook, 177 Southwind Drive, came forward and was sworn in. He stated they will be a gated community, stone fencing and some landscaping up front. He stated they thought they would be able to move the TVA line but that ended up being impossible so they needed the additional lot but there will be walnut trees and other landscaping buffering where no one could see the homes. Chairman Runner asked if there were any questions for the applicant. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Being none, she asked for a motion.

ACTION: Commissioner Graham made the motion, seconded by Commissioner Warren, to approve the proposed General Development Plan amendment, docket number 2019-10-DP. Based upon the testimony and documents presented in this public hearing, the proposed General Development Plan amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Further, I also find that there have been major changes of an economic, physical or social nature within the area of the property in question and I request that the findings of fact and recommendation include a summary of the evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so approved.

Chairman Runner called the next two items on the agenda:

2019-38-Z-BG – Fritz Real Estate Holdings, LLC has filed an application to rezone tracts of land containing approximately 0.35 acres located at 0 & 1640 Curd Drive from RM-3 (Townhouse/Multi-Family Residential) to RM-4 (Multi-Family Residential), with a general development plan.

2019-V-23 – Fritz Real Estate Holdings, LLC has applied for variances on the property located at 0 & 1640 Curd Drive. This property is zoned RM-3 (Townhouse/Multi-Family Residential).

Mrs. Rachel Hurt stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Graham stated the staff report states no plain faced block but he did not see them listed on the Development Plan Conditions. Mrs. Hurt explained that could be a typo and the applicant may need to clarify their foundation or material specification. Commissioner Graham asked about the Right-of-Way change during platting process. Mrs. Hurt explained the process when the current right-of-way doesn't meet the standards, a new plat would trigger the change. Commissioner Graham asked if this requirement requires them to ask for a variance. Mrs. Hurt stated no they would still need a variance. Commissioner Warren stated the report didn't state how many bedrooms are being proposed. Mrs. Hurt stated the concept plan states that it will be one bedroom but there is no requirement that it will be built that way. She explained that when a building permit is applied for then it will have to meet all specifications like parking. Chairman Runner asked if there were any further questions for staff. Being none, she called forward the applicant.

Gerald Kieffer, 6229 Glasgow Road, came forward and was sworn in. Hon. Hamp Moore asked if he agreed on DPC 3 to add: No plain faced block will be used for the foundation. Mr. Kieffer

agreed. Hon. Hamp Moore asked if he agreed to amend DPC 1 to read: A maximum of eight 1-bedroom dwelling units. Mr. Kieffer agreed. Chairman Runner asked if there were any further questions from the Commissioners. Being none, she asked if there were anyone in the audience with any questions or opposition to this request.

James Moore, 176 Skees Road, came forward and was sworn in. He stated he pastored the church close by and asked if these units will specifically be to students. He explained that they have had problems with vandalism and people drinking in their parking lot. Mr. Kieffer stated they are small studio apartments and felt that it would appeal to a student but he isn't specifically marketing them only.

Steven Brooks, 700 Rigelwood Lane, came forward and was sworn in. He stated he has been in the area for around 20 years. He expressed his concern about moving to high density so quickly. He asked for them to consider scaling back the development with fewer units to be more compatible to the neighboring properties. He explained everything is single family residence around there besides the Registry. Mr. Kieffer stated he grew up at 1636 Johnson Ave. and is familiar with the neighborhood. He stated this development would be facing the WKU tract and he felt this development is consistent and will be an improvement since the existing structure is in horrible disrepair.

Mr. Daniel Pascal, 1636 Curd Drive, came forward and was sworn in. He stated the corner of the house is almost on the property line and asked for enough space between the buildings. He felt they are requesting too many units on the property.

Ms. Ashley Tucker, 605 Matlock Lane, came forward and was sworn in. She stated one bedroom could have a single person that has a boyfriend or friend over constantly with not enough parking. She expressed problems of parking on the narrow roadway and people speeding through their church parking lot as a cut through. She explained they had issues with party students from the Registry and felt like this could be a problem. She asked for the individuals to come and sit on the pew instead of leaving beer cans. Mr. Kieffer explained that he puts security cameras on their property. Chairman Runner asked if there were any further questions or opposition from the audience. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-38-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so recommendation will be for approval.

Chairman Runner asked for a motion on the variances.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the request for variances at 0 and 1640 Curd Drive, Docket number 2019-V-23: 1) a variance of five (5) feet from the required rear yard setback of ten (10) feet; 2) a variance

of five (5) feet from the required side yard setback of ten (10) feet adjacent to a single family residential district or use; and 3) a variance of five (5) feet from the required landscaping buffer of ten (10) feet between incompatible land uses. The testimony presented in this public hearing has shown that the granting of these variances will not adversely affect the public health, safety or welfare; will not alter the essential character of the general vicinity; will not cause a hazard or a nuisance to the public; and will not allow an unreasonable circumvention of the requirements of the zoning regulations. The vote was eight (8) yeas, so approved.

Chairman Runner called the next item on the agenda:

2019-39-Z-BG – CSR BG Investments, LLC has filed an application to rezone tracts of land containing approximately 1.140 acres located at 0, 1032, 1028 & 1024 Kenton Street and 1033, 1031, 1027 & 1023 Greenwood Alley from RM-2 (Two-Family Residential) to GB (General Business), with a general development plan.

Mr. Ben Peterson stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*). He stated there were revised DPC's at everyone's desk.

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Ballance asked what a contractor's garage would be. Mr. Peterson stated the applicant would be best to explain their purposes. Chairman Runner asked if there were any further questions for the staff. Being none, she called forward the applicant. Mr. Chris Davenport came forward as the attorney for the applicant. He stated contractor's garage would be for a small contractor or business owner to store items inside instead of them being outside. He stated that there is some possibility of the one single unit to be added to the other shown on the concept and asked to amend the DPC 5 from 7,500 to 9,000. He stated all access to the buildings will be interior to the property. He explained on the Existing Land Use Map shows that half of the single family uses on this block are the applicant's property. He stated he felt it is consistent and it also is FLUM complaint. He stated he asked the property owner what would be salvageable material on the homes and he stated maybe some windows and that was the reason it wasn't listed on the DPCs. Commissioner Graham stated how the material DPCs read it could be all metal. Mr. Davenport stated he would have to ask his client. Mr. Chris Robertson, 1609 Redwood Way, came forward and was sworn in. He explained how he is planning to use the materials. After discussion, Hon. Hamp Moore asked if he amended the DPC 9 to add: The front facades facing the internal street and facades facing Kenton Street and Greenwood Alley will have a minimum of the three feet from the bottom composed of stone, brick or cement board. Commissioner Graham asked about a fence on DPC 7. Mr. Davenport stated the backs of the building would have fence but Kenton and Greenwood Alley would not. Mr. Peterson stated that isn't what it says since the church is on the other side. Mr. Davenport stated it was depicted on the concept plan. After discussion it was agreed that DPC 7 to read: The developer agrees to construct a vinyl privacy fence no less than six (6) feet in height along the east and west property line. Chairman Runner asked if there were any further questions. Being none, she asked if there was anyone in the audience that has a question or opposition.

Mr. Kevin Kirby, 1130 High Street, came forward and was sworn in. He expressed concerns that moving the building in the front will have people to use it as a cut through between the streets and stated if he is moving the building he may be able to only have on access. Mr. Davenport stated that will be up to the transportation cabinet. Mr. Kirby stated he owns about 10 properties

around that area and expressed concern about auto repair services and wanted it to be put in the DPCs. He asked if this would be the same thing as the garages by Riley Bakery. Mr. Davenport stated yes. After discussion, they agreed to amend DPC 3 to add: There shall be no automobile repair, body shop, or mechanical work permitted on the premises. Mr. Kirby stated the houses weren't taken care of and they are all in disrepair. He stated the commercial is on the bypass.

Ms. Anthony, resident on Kenton Street, came forward and expressed concern that she doesn't understand what exactly they will be doing. She wanted to know if this will help the community or will this devalue the area. Mr. Davenport stated the intent is for this property to help serve small businesses to provide a small place to either have an office or a garage to store things inside. He stated the intent is to not hurt the neighborhood and they have limited the hours of operation.

Ms. Kita Clement, 1827 Todd Trace Court, came forward and was sworn in. She stated her mother lives on the corner of Kenton and 11th. She stated she grew up around the area and expressed concern about the increase in traffic. Mr. Davenport stated one of the DPC's stated they would coordinate access with the Public Works but other than that they did not express any concerns about traffic.

Mr. Anthony Monroe, 1027 Greenwood Alley, came forward and was sworn in. He expressed concerns of where he would go and how long he had before they tear the house down. Mr. Davenport stated he couldn't answer that question. He is a tenant of the client and this process takes some time. Mr. Davenport stated he has rights and there are legal procedures that Mr. Robertson would have to go through prior to him moving out. Chairman Runner asked if there were any further question or opposition. Being none, she asked for a motion.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Vitale, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-39-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so recommendation will be for approval.

Chairman Runner called the last item on the agenda:

2019-40-Z-CO - Johnny & Beverly Young, D. Jerome & Judy Wilson, Bobby G. & Sharon Wilson, K.C. & Marilyn Givens, Mary Wilson, et. al. and Stagecoach Springs, Inc. have filed an application to rezone tracts of land containing approximately 20.75 acres located at a portion of 8984 Scottsville Road and 0 Jerome Drive and 0 Wilson Road (bounded by Stagecoach Ave and Scottsville Road) from AG (Agriculture) and R-E (Residential Estate) to RS-1A (Single Family Residential), with a general development plan.

Mr. Ben Peterson stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*). He stated there was revised DPC's at everyone's desk along with an email from the neighboring property.

Chairman Runner asked if there were any questions from the Commissioners. Commissioner Warren asked about the cave. Mr. Davenport asked the owner but he wasn't sure where the cave is located so he didn't know how to address that issue besides to say they will not build on the cave. After discussion they added the following to DPC 9: The developer, if feasible, will take reasonable steps to protect the cave. Commissioner Graham asked if the foundation can be either stone or brick. Mr. Davenport amended DPC 5, second sentence, to read: All foundations will be of brick or stone material. Chairman Runner asked if there were any more questions from the Commissioners. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Being none, she asked for a motion.

ACTION: Commissioner Graham made the motion, seconded by Commissioner Warren, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-40-Z-CO. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was eight (8) yeas, so recommendation will be for approval.

H. NEW BUSINESS

Chairman Runner asked if there were any new business. Mr. Peterson asked the Chairman for a closed executive session. Hon. Hamp More stated it would need to specify to conduct discussion on acquisition or interest on real property. Chairman Runner then asked for a Motion.

ACTION: Commissioner Warren made the Motion, seconded by Commissioner Vitale, to go into closed session for the purpose of discussion on acquisition or interest on real property. All Commissioners agreed and approved the closed session.

THE COMMISSION WENT INTO CLOSED SESSION AND ALL OTHER PEOPLE LEFT THE COMMISSION CHAMBERS.

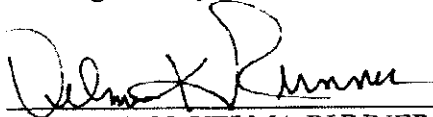
Chairman Runner reconvened the meeting after the closed session. Hon. Hamp Moore asked that the record reflect that no action was taken during the closed session, and during closed session the Commission only considered the matters contained in the Motion to go into closed session. During the session, the record reflects that Commissioner Graham moved that the Commission come back into open session and Commissioner Warren seconded the Motion. All Commissioners approved the Motion unanimously to reconvene.

ACTION: Commissioner Graham made the Motion, seconded by Commissioner Vitale, to authorize staff, counsel and Chair to execute all necessary documents and purchases to move to the selected building location, not to exceed budget allowance. The vote was seven (7) yeas and one (1) abstained (Rich), so approved.

Chairman Runner asked if there were any further new business. Being none, she moved to adjourn.

I. ADJOURN

Chairman Runner stated there was no additional business to come before the Commission; the meeting was adjourned.

A handwritten signature in black ink, appearing to read "Velma Runner", is written over a horizontal line.

CHAIRMAN, VELMA RUNNER

** Video is available upon Open Records request. This concludes the Summary of Minutes.*

ORDINANCE NO. **BG2019 - 49**

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 11.24 ACRES FROM HB (HIGHWAY BUSINESS) AND F (FLOODPLAIN) TO RM-4 (MULTI-FAMILY RESIDENTIAL) AND F (FLOODPLAIN) LOCATED AT 0 CAVE MILL STATION BOULEVARD, PRESENTLY OWNED BY CAVE MILL STATION, LLC WITH CAVE MILL II, LLC AS CONTRACT VENDEE

WHEREAS, after proper notice and pursuant to applicable state statutes, the City-County Planning Commission of Warren County, Kentucky held a public hearing in City Hall on October 3, 2019 regarding the proposed rezoning of tracts of land containing 11.24 acres located at 0 Cave Mill Station Boulevard, from HB (Highway Business) and F (Floodplain) to RM-4 (Multi-Family Residential) and F (Floodplain); and,

WHEREAS, said Planning Commission found the proposed zone change to be in agreement with the adopted Comprehensive Plan; and,

WHEREAS, said Planning Commission, thereafter and during the regular meeting, at said time and place with nine (9) members of the Board present, by unanimous vote approved a recommendation to rezone tracts of land containing 11.24 acres located at 0 Cave Mill Station Boulevard, from HB (Highway Business) and F (Floodplain) to RM-4 (Multi-Family Residential) and F (Floodplain), with development plan conditions.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. The tracts of real estate presently owned by Cave Mill Station LLC with Cave Mill II, LLC as contract vendee, containing 11.24 acres located at 0 Cave Mill Station Boulevard, which tracts of real estate is more particularly described on the attached maps and incorporated herein as if copied in full, is hereby rezoned from HB (Highway Business) and F (Floodplain) to RM-4 (Multi-Family Residential) and F (Floodplain), with development plan conditions.

(Ordinance No. BG2019 - 49)

2. 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.

3. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict therewith are hereby repealed.

4. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on _____, 2019, and given final reading on _____, 2019, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/17/2019, 4:30 p.m.



October 18, 2019

Jeff Meisel
City Manager
P. O. Box 430
Bowling Green, KY 42102-0430

SUBJECT: Recommendation to Re-zone
11.24 Acres located at 0 Cave Mill Station Blvd
From: HB (Highway Business) and F (Floodplain)
To: RM-4 (Multi-Family Residential) & F (Floodplain)

Dear Mr. Meisel:

The City-County Planning Commission of Warren County met in regular session on October 3, 2019, in the Bowling Green City Commission Chambers with nine (9) members present for this case. After a public hearing had been conducted, the Planning Commission's vote was nine (9) yeas for a recommendation for approval to the Bowling Green City Commission to rezone tracts of land containing approximately 11.24 Acres located at 0 Cave Mill Station Boulevard from HB (Highway Business) and F (Floodplain) to RM-4 (Multi-Family Residential) & F (Floodplain), with a general development plan. This property is presently owned by Cave Mill Station, LLC with Cave Mill II, LLC as the contract vendee.

Please find enclosed a packet of the proposed Zone Change, copy of the approved Development Plan Conditions, and the Summary Minutes which is a summary of the evidence and testimony as presented by the proponents and/or opponents of the proposed amendment.

Sincerely,

CITY-COUNTY PLANNING COMMISSION

Jessica Martin
Administrative Assistant II

Enclosures



MEMORANDUM

TO: Ashley Jackson
FROM: Jessica Martin
DATE: October 18, 2019
RE: Minutes

The minutes attached for October 3rd Planning Commission meeting are not signed. The October 17th meeting is cancelled due to no submittals. We ask that this recommendation still proceeds for the first reading on November 5th meeting. The minutes will be signed at November 7th Planning Commission prior to the second reading on November 19th. Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Martin".

Jessica Martin
Administrative Assistant II



MEMORANDUM

TO: City Commissioners
FROM: Jessica Martin
DATE: October 18, 2019
RE: 0 Cave Mill Station Boulevard

APPLICANTS / PROPERTY OWNERS:

Cave Mill II, LLC (applicants)
Cave Mill Station, LLC (property owners)

BRIEF SUMMARY OF THE REQUEST:

The applicants are proposing to amend the FLUM for 11.24 +/- acres located at 0 Cave Mill Station Boulevard from Mixed-Use/Residential to High Density Residential. If the FLUM amendment is successful, the applicants would like to rezone the properties from HB (Highway Business) to RM-4 (Multi-Family Residential) in order to develop the properties with a maximum of one hundred eighty-eight (188) multi-family residential units.

COMPATIBILITY WITH COMPREHENSIVE PLAN:

The properties are designated as Mixed-Use/Residential on the FLUM. The applicants have requested to amend the FLUM from Mixed-Use/Residential to High Density Residential. The proposed RM-4 district is listed as a potentially compatible zone in the High Density Residential FLUM designation. The Planning Commission should determine if the proposed development is compatible with the surrounding area.

COMPATIBILITY WITH THE SURROUNDING DEVELOPMENT:

The properties are located in the urbanized area of Bowling Green. A site characteristic review indicates that there are adequate facilities and infrastructure available to support the proposed development. A large portion of one of the properties contains a sinkhole. Site design has been addressed in the General Development Plan and development plan conditions, in conjunction with the requirements of the Zoning Ordinance. The Planning Commission should determine if the proposed development compatible with the surrounding area.

POINTS TO CONSIDER FOR THE PLANNING COMMISSIONERS:

- ❖ The Planning Commission should consider if the argument provided by the applicants to amend the FLUM meets the criteria outlined in LU-1.1.4 of the Comprehensive Plan.
- ❖ If the FLUM amendment is approved, the proposal would be consistent with the FLUM and High Density Residential category.

- ❖ The proposed development generally complies with a majority of the site characteristics review criteria.
- ❖ The proposed General Development Plan complies with a majority of the review criteria for site design and compatibility, and meets the minimum requirements in the Zoning Ordinance.

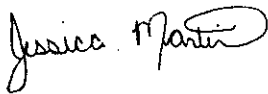
MAJOR CONCERNS OF NEIGHBORS / COMMISSIONERS:

(NOTE: The minutes will have these concerns in more detail) No individuals came forward with opposition or questions. Commissioner Graham, Volkert & Clark expressed concerns about the materials as well as the proposed dog park and open areas on the concept plan. Mr. James Cook and Mr. Hunter Thomas amended the development plan conditions to 100% brick or other cementitious materials as well as requiring a clubhouse, pool and activity areas as depicted on the concept plan.

VOTE:

A motion was made to approve with all nine (9) Commissioners present voting yea.

Sincerely,



Jessica Martin
Administrative Assistant II

FLUM AMENDMENT AND ZONE CHANGE STAFF REPORT



CCPC
City-County
Planning Commission
warrenpc.org | (270) 842-1953
1141 State Street
Bowling Green, KY 42101

DOCKET/CASE/APPLICATION NUMBERS

2019-06-FLUM
2019-41-Z-BG

PUBLIC HEARING DATE

October 3, 2019

APPLICANTS/PROPERTY OWNERS

Cave Mill II, LLC (applicants)
Cave Mill Station, LLC (property owners)

DEVELOPMENT LOCATION

0 Cave Mill Station Boulevard

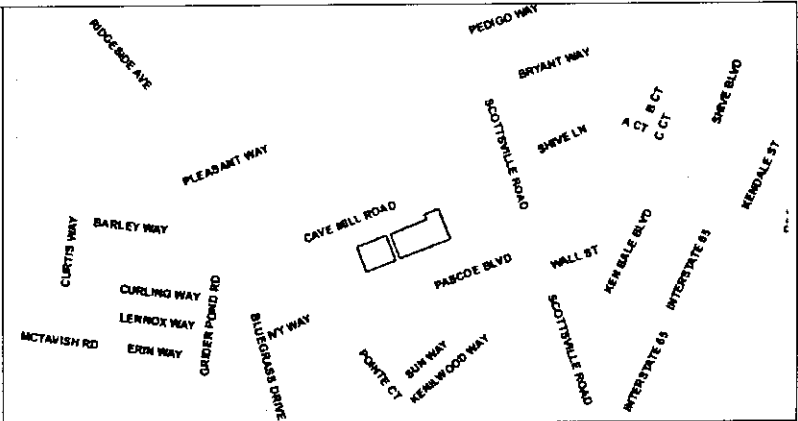
PRE-APP DATE

July 17, 2019

PVA PARCEL NUMBER

053A-02

BRIEF SUMMARY OF REQUEST: The applicants are proposing to amend the FLUM for 11.24 +/- acres located at 0 Cave Mill Station Boulevard from Mixed-Use/Residential to High Density Residential. If the FLUM amendment is successful, the applicants would like to rezone the properties from HB (Highway Business) to RM-4 (Multi-Family Residential) in order to develop the properties with a maximum of one hundred eighty-eight (188) multi-family residential units.



MAP SOURCE: <http://warrenpc.org/beta/gis/>

CURRENT ZONING	PROPOSED ZONING	FUTURE LAND USE	SIZE OF DEVELOPMENT	OTHER INFORMATION
HB & F	RM-4 & F	Mixed-Use/Residential	11.24 +/- Acres	<input checked="" type="checkbox"/> Development Plan Conditions
CURRENT LAND USE	PROPOSED LAND USE	FLUM AMENDMENT	PROPOSED DENSITY	<input checked="" type="checkbox"/> General Development Plan
Vacant	Multi-Family Residential	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	16.73 du/ac	<input type="checkbox"/> Neighborhood Meeting
				<input checked="" type="checkbox"/> Traffic Impact Study (TIS) waived
				<input type="checkbox"/> Environmental Assessment
				<input type="checkbox"/> Public Comments

DEVELOPMENT HISTORY: Agriculture (AG) is the original zoning for the properties. The properties were rezoned from AG to HB (Highway Business) in 2008.

COMPATIBILITY with COMPREHENSIVE PLAN: The properties are designated as Mixed-Use/Residential on the FLUM. The applicants have requested to amend the FLUM from Mixed-Use/Residential to High Density Residential. The proposed RM-4 district is listed as a potentially compatible zone in the High Density Residential FLUM designation. The Planning Commission should determine if the proposed development is compatible with the surrounding area.

COMPATIBILITY with the SURROUNDING DEVELOPMENT: The properties are located in the urbanized area of Bowling Green. A site characteristic review indicates that there are adequate facilities and infrastructure available to support the proposed development. A large portion of one of the properties contains a sinkhole. Site design has been addressed in the General Development Plan and development plan conditions, in conjunction with the requirements of the Zoning Ordinance. The Planning Commission should determine if the proposed development compatible with the surrounding area.

POINTS TO CONSIDER:

- ❖ The Planning Commission should consider if the argument provided by the applicants to amend the FLUM meets the criteria outlined in LU-1.1.4 of the Comprehensive Plan.
- ❖ If the FLUM amendment is approved, the proposal would be consistent with the FLUM and High Density Residential category.
- ❖ The proposed development generally complies with a majority of the site characteristics review criteria.
- ❖ The proposed General Development Plan complies with a majority of the review criteria for site design and compatibility, and meets the minimum requirements in the Zoning Ordinance.

FLUM Amendment and Zone Change Staff Report

Note: Please see attached pre-application information for FLUM category descriptions and other below-referenced material.

FUTURE LAND USE MAP

FLUM Designation: Mixed-Use/Residential, with a proposed FLUM amendment to High Density Residential (please see the attached Future Land Use Map).

The Mixed-Use/Residential category applies to mixed-use areas where, taken as a whole, the primary land use is residential in a variety of housing types and densities, balanced by complementary retail, office, institutional and civic uses. The distribution of land among these various activities shall be implemented through specific zoning, with standards addressing the form and character of development to ensure compatibility. This designation applies to the historic core of downtown Bowling Green or urbanized areas being redeveloped with the primary use as residential where complementary commercial and services are provided in a contiguous area. Here, development standards should be tailored to emphasize an urban character and a mix and intensity of development appropriate to this unique center of activity. When proposed as part of a mixed-use development, Commercial uses should comprise of only twenty-five percent (25%) of such development. Standalone Commercial developments should not exceed ten percent (10%) of any contiguous area designated Mixed-Use/Residential. No commercial footprint should exceed ten thousand (10,000) square feet. Compatibility will be assessed by applying policies in LU-1.1.3 in conjunction with a general development plan.

The High Density Residential land use designation consists of areas occupied by multi-family housing, including higher density duplexes, townhomes, apartment buildings and condominiums. Densities exceeding eight (8) dwelling units per acre are encouraged in this Future Land Use category. High density single family may also be acceptable at five and a half (5.5) dwelling units per acre.

LU-1.1.4 of the Comprehensive Plan outlines procedures for amending the FLUM. The Planning Commission's approval of a FLUM amendment should be based on at least one of the following criteria:

- ❖ A demonstrated over-riding public benefit of the proposed development (this may include the provision of a majorly public facility or amenity, the provision of a major source of employment or an economic development asset that cannot be accommodated in a location consistent with the current FLUM).
- ❖ The request is a correction of inconsistencies or mapping errors contained within the FLUM.
- ❖ The proposed use is clearly compatible with existing surrounding development as demonstrated by the applicant. This review should include a compatibility assessment of the proposed use, which includes, but is not limited to, location and bulk of building and other structures, building height, building materials, intensity of use, density of development, location of parking and signage within the surrounding area. In addition, the applicant must prove that the proposed amendment will not result in development that exceeds the capacity of existing infrastructure (such as roads, water, sewer and stormwater).

The applicants included the following information with their application to address the criteria listed above:

"This property is surrounded with multi-family and commercial uses."

SITE CHARACTERISTICS REVIEW

Layout, lot sizes and setbacks: The proposed site layout is depicted on the attached general development plan. Setbacks will adhere to the RM-4 standards set forth in Zoning Ordinance.

Transportation Infrastructure: The properties have frontage on Cave Mill Station Boulevard, a City maintained urban local roadway with sixty (60) feet of right-of-way and pavement width that varies.



FLUM Amendment and Zone Change Staff Report

Fire protection: The properties are served by the Bowling Green Fire Department.

Water adequacy: The properties are served by Bowling Green Municipal Utilities (BGMU).

Wastewater adequacy: The properties are located within 2,000 feet of public sewer and will connect to sewer if the proposal is approved.

Natural features: A large portion of two of the properties contains a sinkhole, which is also a drainage basin.

Prime farmland: The properties are not designated as prime farmland.

Soil suitability: N/A

Flood plains and wetlands: A portion of two of the properties is designated as being in the floodplain.

Cultural or historical features: There are no known unique cultural or historical features on the tracts.

This application complies with the majority of the items in the Site Characteristics Review.

SITE DESIGN and COMPATABILITY REVIEW

Surrounding density: The density of the adjacent multi-family development to the south is approximately 17.15 du/ac. The patio homes in nearby Eaglestone Villa are approximately 5 du/ac. The overall density for the multi-family developments in Chandler Park is approximately 21.32 du/ac. The density of the proposed development is 16.73 du/ac.

Surrounding land uses: Please see the attached existing land use map. The surrounding area is comprised of commercial, multi-family residential and public uses. There is also an industrial and a public-institutional use in the area. There are also some vacant tracts in the vicinity.

Surrounding architectural features: There is a mixture of commercial and residential structures ranging from one to four stories in height.

Building materials review: The existing development incorporates a mixture of brick, stone and vinyl. The facades facing Cave Mill Road are 100% brick. The structures in the Chandler Park development across Cave Mill Road incorporate a large percentage of brick, stone EIFS, cement board siding and other modern masonry materials.

Building orientation: Staff recommends that buildings should be oriented to face Cave Mill Station Boulevard. There are a few buildings shown on the preliminary development plan that have a side façade facing Cave Mill Station Boulevard.

Landscaping and screening: Landscaping will adhere to the standards set forth in the Zoning Ordinance, including vehicle use areas and between incompatible uses as required by the Zoning Ordinance.

Proposed open space: The maximum allowable lot coverage in the RM-4 zone is 85%, meaning 15% of this portion of the development will remain as open space.

Connectivity: N/A

Pedestrian, bicycle or transit facilities: There are sidewalks along Cave Mill Station Boulevard and Cave Mill Road.

AREA SPECIFIC POLICY REVIEW

Applicable plan(s): There are no focal point plans or corridor studies applicable to the proposed development.



FLUM Amendment and Zone Change Staff Report

TRAFFIC IMPACT STUDY

Section 3.1.4 of the Zoning Ordinance outlines the following:

- A. Any development requiring the submission of a Traffic Impact Study, as triggered by the thresholds identified by the Bowling Green Public Works Department (BGPW), Warren County Public Works Department (WCPW) or the Kentucky Transportation Cabinet (KYTC), shall analyze the effect of the proposed project on the surrounding roadways and intersections. Such effect shall be measured against the existing level of service standard and circulation patterns for the roadways affected by the proposed development's impact.
- B. Exceptions to this requirement may be approved after consultation between the applicant and affected agencies (BGPW, WCPW and/or KYTC). When a project's traffic impact can be clearly anticipated without a study and all of the parties involved (transportation agency(ies) and applicant) are able to negotiate appropriate mitigation, a TIS may not be necessary. The applicant must provide documentation, in writing, from all affected agencies, exempting their particular development from the TIS requirement, along with a commitment in the form of a development plan condition(s), or conditions(s) in the instance of a CUP, agreeing to all improvement(s) required by such agency(ies). This documentation must be submitted as a part of an application (Zoning Map Amendment, Amendment to Development Plan Conditions, FLUM Amendment, Conditional Use Permit, Site Development Plan), in order for the application to be deemed complete."

The TIS was waived by BGPW. BGPW requested the addition of a lane lines on Cave Mill Station Boulevard where it intersects with Cave Mill Road. The applicants agreed to this in development plan condition (DPC) #7.

GENERAL DEVELOPMENT PLAN / DEVELOPMENT PLAN CONDITIONS

The applicants submitted the following Development Plan Conditions to help address compatibility with the surrounding area:

- 1) All new utilities will be located underground.
- 2) The subject property will be developed with a maximum of 188 dwelling units as generally shown on Exhibit "A" with no single building containing more than 24 dwelling units.
- 3) No building shall exceed 3 stories.
- 4) Improvements to the property shall be constructed of at least 50% brick, masonry, wood, glass, stucco, or other similar modern masonry materials. Plain face block shall not be used.
- 5) The property shall be developed with an internal and external parking and traffic system. The system shall include curb and gutter. The system shall include four-foot sidewalks located at each of the buildings.
- 6) The property will be developed with a community mailbox system and uniform streetlights of metal, fiberglass, or composite metals.
- 7) Additional lane lines will be added at the end of Cave Mill Station Boulevard where it intersects with Cave Mill Road per the request of City of Bowling Green, Public Works Department in lieu of a Traffic Impact Study.
- 8) Access points will be coordinated with the Bowling Green Public Works Department.
- 9) Any sinkholes on the property will be addressed per the City of Bowling Green regulations.

The proposed General Development Plan meets a majority of the review criteria for site design and meets the minimum requirements of the Zoning Ordinance. Compatibility of the proposed development should be determined by the Planning Commission.



FLUM Amendment and Zone Change Staff Report

FOCUS 2030 CATEGORY REVIEW

Applicable Goals, Objectives and/or Actions Items

Future Land Use: LU-1.1.1, LU-1.1.2, LU-1.1.3, LU-1.1.4, LU-2, LU-2.1, LU-2.1.1, LU-2.3.1, LU-2.5.2

Transportation: TR-2.1

Community Facilities: N/A

Parks and Recreation: N/A

Natural and Cultural Resources: NCR1.1, NCR-1.3, NCR-2.4.1

Housing and Neighborhoods: HN-1, HN-1.2, HN-1.3, HN-2.1, HN-4

Economic Development: N/A

This proposal may comply with the FLUM and with LU-1.1.1 and LU-1.1.2, if deemed compatible with the surrounding area, the FLUM amendment to High Density Residential is approved, and if the Planning Commission determines that the proposal is compatible with the area and complies with LU-1.1.3.

The proposal may comply with LU-2 and LU-2.1 if the Planning Commission deems the proposal to be a high quality development that includes design standards tailored to preserve the character of the area.

The proposal may comply with LU-2.1.1, which encourages increased open space standards to ensure that an adequate amount of such space is usable. The preliminary development plan depicts two dog parks and picnic area on the west side of the development, greenspace between buildings 4, 5, 6 and 7, and a pool and an outdoor activity space near buildings 1 and 2. There is no requirement however, that the applicants construct the open space as shown.

The proposal complies with LU-2.3.1 and TR-2.1. The applicants agreed in DPC #8 that access to the property be coordinated with the Bowling Green Public Works Department.

The Planning Commission should determine if the proposed infill development is compatible with the surrounding area and if it complies with LU-2.5.2.

The proposal complies with NCR-1.1 and NCR-1.3, as the applicants agreed in DPC #9 that any sinkholes on the property will be addressed per the City of Bowling Green regulations.

The proposal complies with NCR-2.4.1, as the development is proposed in an area where adequate infrastructure already exists, and would not result in added development pressure to the rural areas of Warren County.

The proposal may comply with HN-1, HN-1.2 and HN-1.3. The Planning Commission should determine if the proposal is a compatible infill development that will maintain or improve the existing character and pattern of development within the area and if it will strengthen the existing area.

The proposal may comply with HN-2.1 and HN-4. The Planning Commission should determine if the location of the planned development is suitable for the proposed housing type, and if the proposed development is believed to enhance the array of housing options available in the area.

STAFF REVIEW SUMMARY

The applicants are proposing to develop the properties for a multi-family residential use. The Planning Commission should determine if the proposed FLUM amendment is compatible with the area. If the FLUM amendment is approved, the proposed RM-4 zone may be appropriate given the High Density Residential FLUM designation and category description. The proposal complies with a majority of the review criteria listed in the review process. The Planning Commission should determine if the proposal is compatible with the area and if it meets the goals and objectives of the Comprehensive Plan.



FLUM Amendment and Zone Change Staff Report

SUGGESTED MOTIONS (FLUM Amendment)

I make the motion to **APPROVE** the proposed Future Land Use Map Amendment, docket number **2019-06-FLUM**.

Based upon the testimony and documents presented in this public hearing, the proposed FLUM Amendment:

- ❖ Has met the criteria to amend the FLUM as outlined in LU-1.1.4 in the Comprehensive Plan.

Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

I make a motion to **DENY** the proposed Future Land Use Map Amendment docket number **2019-06-FLUM**.

Based upon the testimony and documents presented in this public hearing, the proposed FLUM Amendment:

- ❖ Has **not** met the directive to amend the FLUM as outlined in LU-1.1.4 in the Comprehensive Plan.

Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.



FLUM Amendment and Zone Change Staff Report

SUGGESTED MOTIONS (Zone Change)

I make the motion to **APPROVE** the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number **2019-41-Z-BG**.

Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report.

(Compliance Summary Listed at Bottom of Page - Note Exceptions if Applicable)

Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan.

Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

I make the motion to **DENY** the proposed Zoning Map Amendment, docket number **2019-41-Z-BG**.

Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is **not** consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its non-compliance with the objectives and action items presented in the staff report.

(Compliance Summary Listed at Bottom of Page - Note Exceptions if Applicable)

Therefore, the proposed Zoning Map Amendment is **not** in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing.

COMPLIANCE SUMMARY

Items In Compliance:			Items Not In Compliance	
<input type="checkbox"/> LU-1.1.1	<input type="checkbox"/> TR-2.1	<input type="checkbox"/> HN-1*	<input type="checkbox"/> LU-1.1.3*	<input type="checkbox"/> HN-1*
<input type="checkbox"/> LU-1.1.2		<input type="checkbox"/> HN-1.2*	<input type="checkbox"/> LU-2*	<input type="checkbox"/> HN-1.2*
<input type="checkbox"/> LU-1.1.3*	<input type="checkbox"/> NCR-2.4.1	<input type="checkbox"/> HN-1.3*	<input type="checkbox"/> LU-2.1*	<input type="checkbox"/> HN-1.3*
<input type="checkbox"/> LU-2*		<input type="checkbox"/> HN-2.1*	<input type="checkbox"/> LU-2.1.1*	<input type="checkbox"/> HN-2.1*
<input type="checkbox"/> LU-2.1*		<input type="checkbox"/> HN-4*	<input type="checkbox"/> LU-2.5.2*	<input type="checkbox"/> HN-4*
<input type="checkbox"/> LU-2.1.1*				
<input type="checkbox"/> LU-2.3.1		<input type="checkbox"/> NCR-1.1		
<input type="checkbox"/> LU-2.5.2*		<input type="checkbox"/> NCR-1.3		

**Denotes items in both the compliance and non-compliance columns. Planning Commission to determine compliance with these items.*





CCPC
City-County
Planning Commission

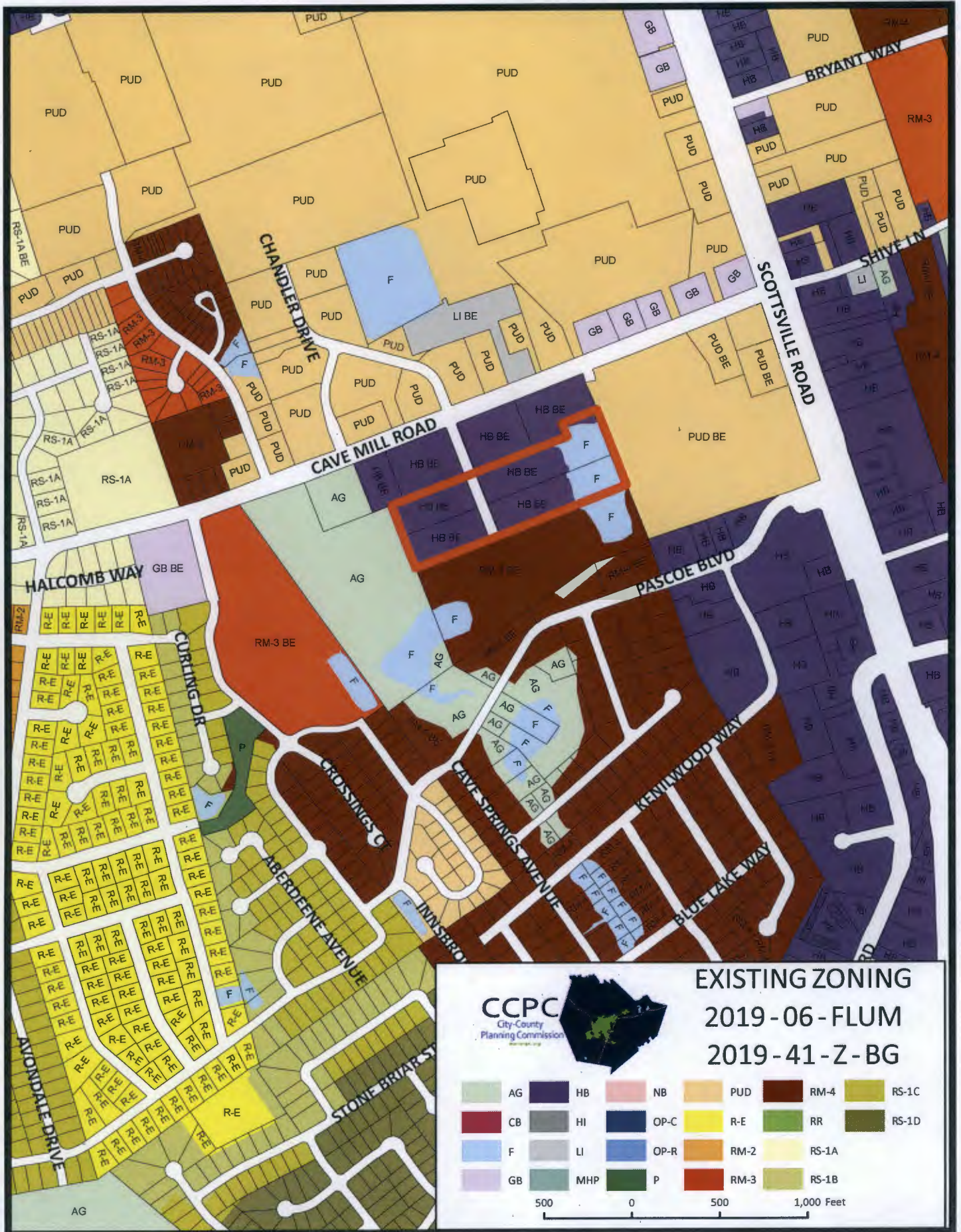


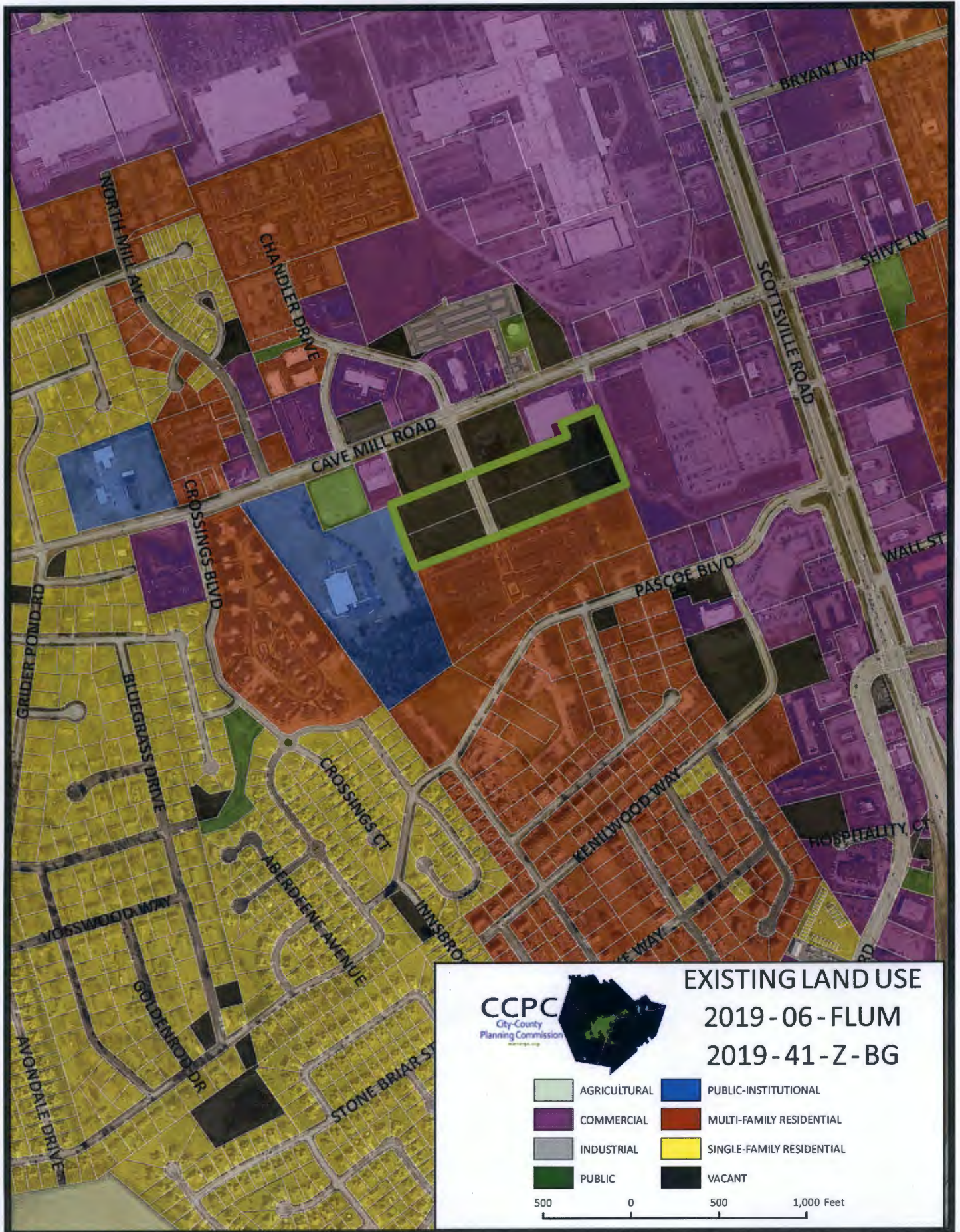
AERIAL

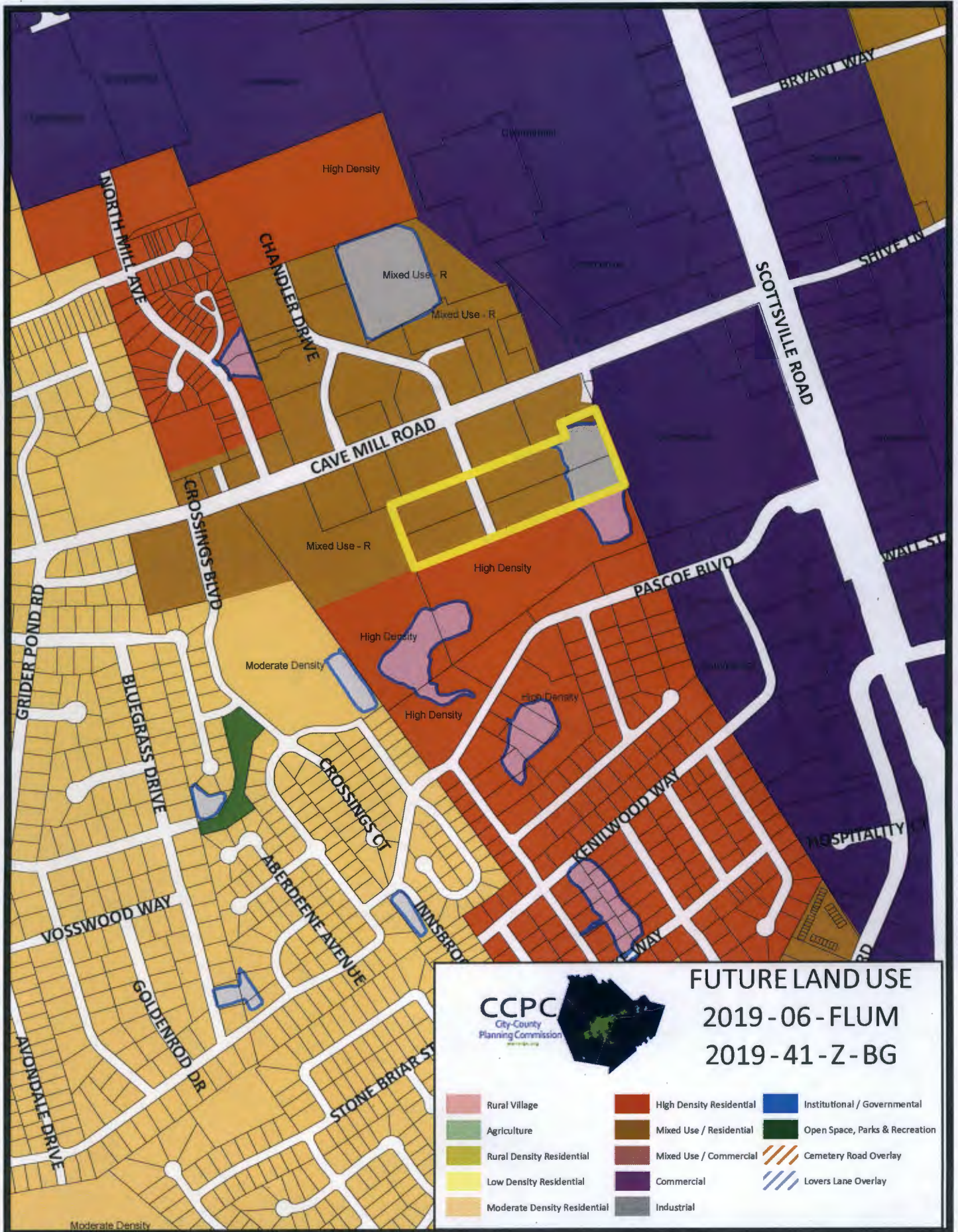
2019 - 06 - FLUM

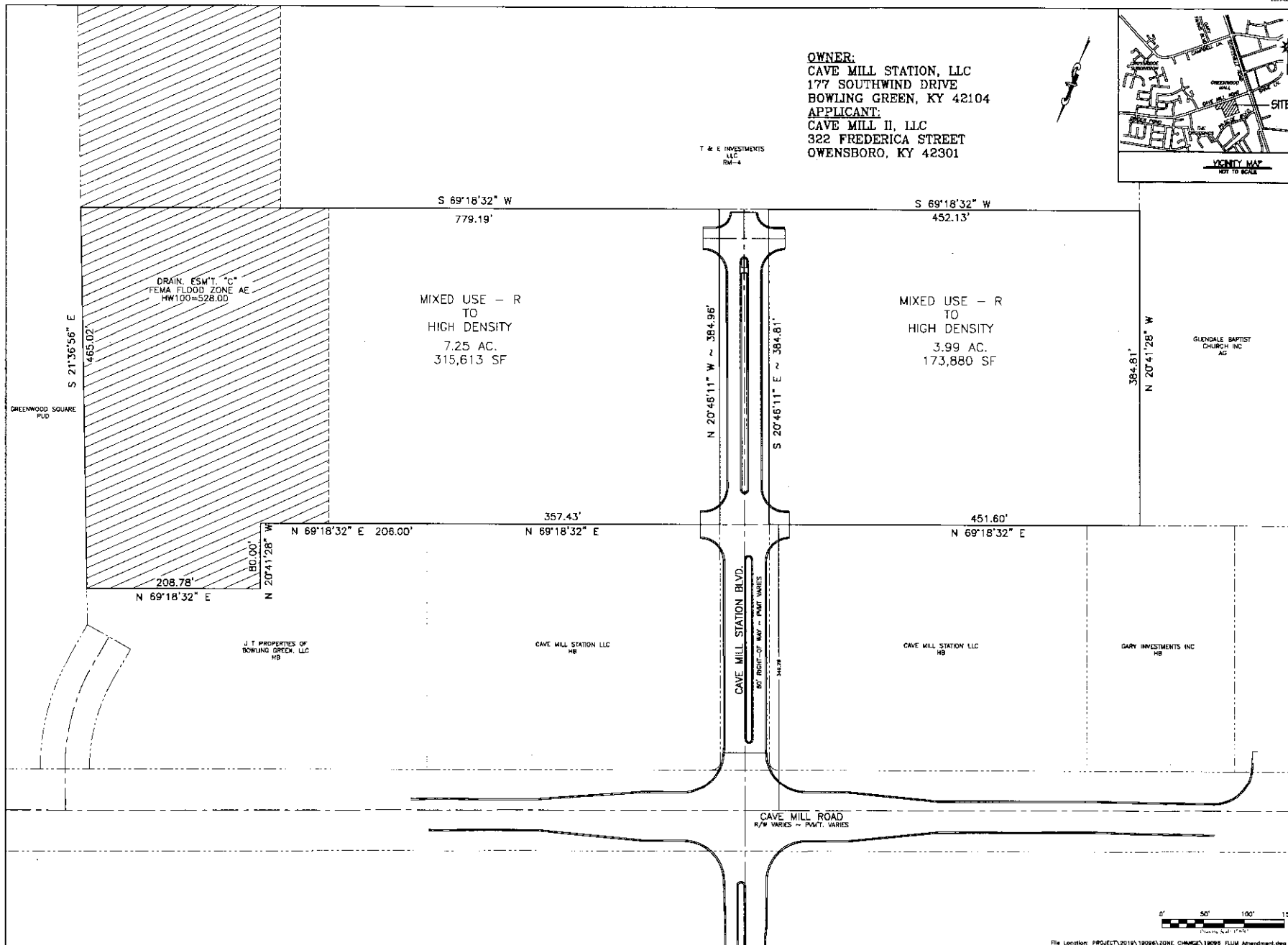
2019 - 41 - Z - BG

100 0 100 200 Feet









DATE	2019-08-14
DESCRIPTION	FLUM AMENDMENT
BY	T. LORRY
CHECKED BY	T. LORRY
APPROVED BY	T. LORRY

PROJECT NUMBER	18096
PROJECT NAME	CAVE MILL STATION APARTMENTS PHASE 2
PROJECT LOCATION	BOWLING GREEN, KY 42104
PROJECT OWNER	CAVE MILL STATION, LLC
PROJECT APPLICANT	CAVE MILL II, LLC

CAVE MILL STATION APARTMENTS PHASE 2
CAVE MILL STATION BLVD
BOWLING GREEN, WARREN COUNTY, KENTUCKY



Civil Engineering
Transportation
Materials Testing
Land Surveying
Landscape Architecture

Landmark Engineering Inc.
1600 S. 10th Street
Bowling Green, KY 42104
P: 270.842.0070 F: 270.842.0070
info@landmarkengr.com

Drawn By: T. LORRY
Checked By: T. LORRY
Approved By: T. LORRY

Job Number: 18096

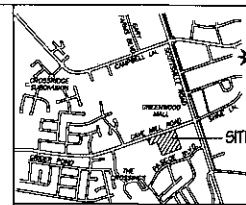
DATE: 2019-08-14
PROJECT NAME: 18096 FLUM AMENDMENT

FLUM AMENDMENT
C1.0



OWNER:
CAVE MILL STATION, LLC
177 SOUTHWIND DRIVE
BOWLING GREEN, KY 42104
APPLICANT:
CAVE MILL II, LLC
322 FREDERICA STREET
OWENSBORO, KY 42301

T & E INVESTMENTS
LLC
RM-4



VICINITY MAP

[illegible]

DEPARTMENT OF REVENUE
STATE OF KENTUCKY
THOMASVILLE
BUCAR
1999
LITTON
FOR FEES ONLY
LAND REVENUE
COUNTY CLERK
06-17-99

**CAVE MILL STATION
APARTMENTS PHASE 2**

**LET
LANDMARK**

Civil Engineering
Transportation
Materials Testing
Land Surveying
Land Planning
Landscape Architecture

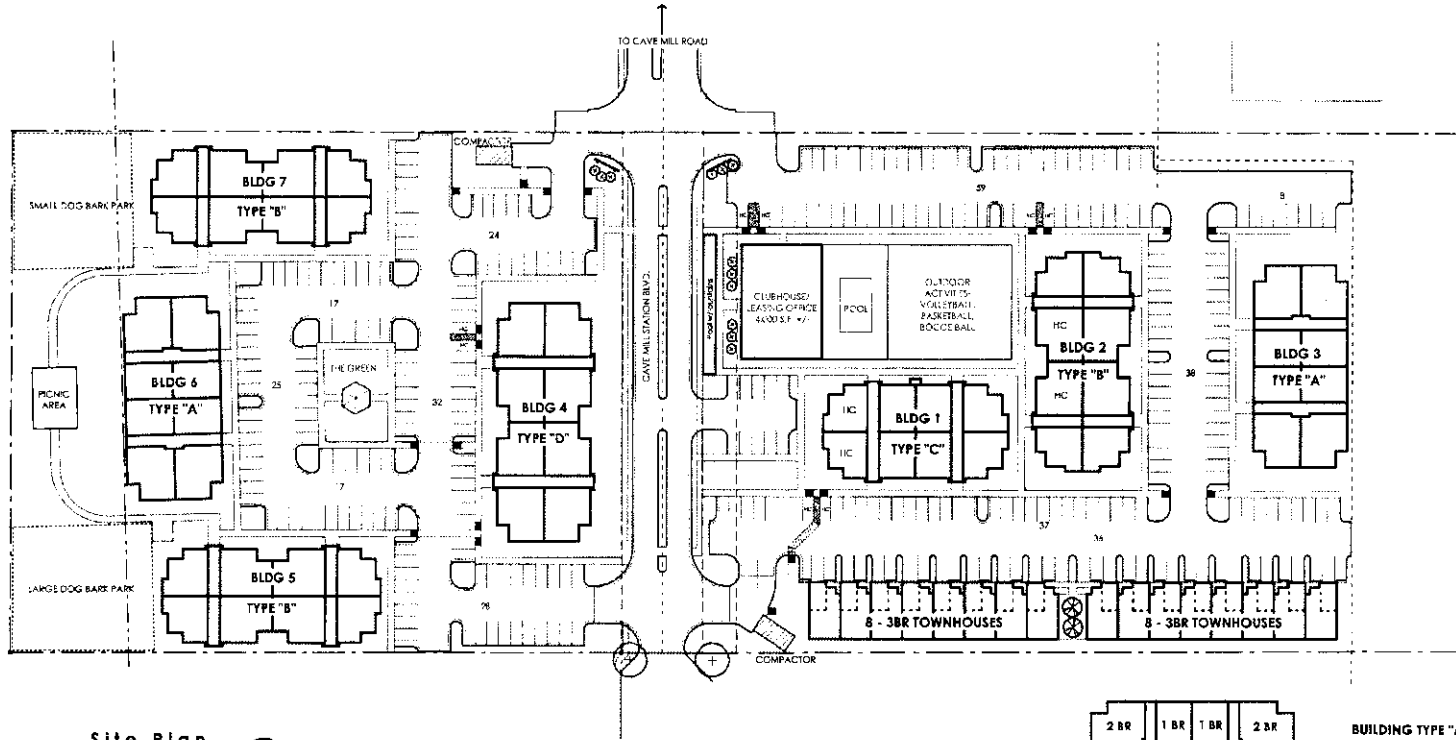
Lanmark Engineering, Inc.
783 S.W. 60th Ave.
Boca Raton, FL 33433
Tel: 561-995-0112 Fax: 561-995-0113
leng@lanmarkengineering.com

Driver's P ₀	T. Lu
Passenger and P ₀	T. Lu
Passenger and P ₁	T. Lu

Job Number	19
------------	----

WATL	Therapist: Christopher 05. 2
	Paul Stearns, Beth. 17. 2

ZONE CHANGE
PLAT
C1.0



Site Plan
1" = 40'-0"



Existing Cave Mill Station Apartments

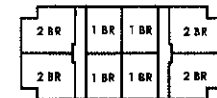
84 - 1BR Apartments
84 - 2BR Apartments
16 - Townhouses

184 - Total units

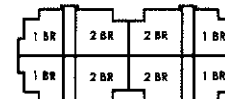
317 parking spaces required
344 parking spaces provided

- 2 - BUILDING TYPE "A"
- 3 - BUILDING TYPE "B"
- 2 - BUILDING TYPE "C"
- 2 - BUILDING TYPE "A"

7 BUILDINGS



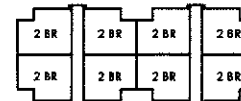
BUILDING TYPE "A"
3 STORY, 24 UNITS
12-1BR; 12-2BR



BUILDING TYPE "B"
3 STORY, 24 UNITS
12-1BR; 12-2BR



BUILDING TYPE "C"
3 STORY, 24 UNITS
24-1BR



BUILDING TYPE "D"
3 STORY, 24 UNITS
24-2BR

Cave Mill Apartments Phase Two Bowling Green, Kentucky

H+W
Harpis+Wiedow
Architects
7229 Rockwood Road
Little Rock, AR 72207
501.461.7051

Project No.
HW19-739
Date:
8/21/19
Sheet No.:

Site Plan

Sheet No.:

AC1.1



CCPCCity-County
Planning Commission
warrenpc.org**APPLICATION FOR FUTURE LAND USE MAP AMENDMENT**

Docket Number:

2019-06-FLUM

Public Hearing Date:

10/3/19

Date Application Filed:

9/11/19

Pre-Application Meeting Date:

7/17/2019**APPLICANT(S) INFORMATION**

1) APPLICANT(S) NAME(S):

~~F & E Investments, LLC~~ Cave Mill II, LLC

Names of Officers, Directors, Shareholders or Members (If Applicable):

Mailing Address:

Phone Number:

Cell Number:

E-Mail Address:

2) PROPERTY OWNER(S) NAME(S):

Cave Mill Station LLC

Mailing Address:

Phone Number:

Cell Number:

E-Mail Address:

PLEASE USE ADDITIONAL PAGES IF NEEDED

3) APPLICANT(S) ATTORNEY:

Name of Law Firm:

Phone Number:

Cell Number:

E-Mail Address:

PROPERTY AND PROPOSED DEVELOPMENT INFORMATION

Property Address:

Cave Mill Road

PVA Parcel Number:

053A-02

Current FLUM Designation:

Mixed Use R

Acreage:

11.24

Proposed FLUM Designation:

High Density

PROJECT SUMMARY

Please describe the proposed use of the property

This property will be used for an apartment complex consisting of 188 units, clubhouse, pool, and other amenities

FINDINGS REQUIRED FOR FUTURE LAND USE MAP AMENDMENT

In order for the Planning Commission to approve the request for a Future Land Use Map (FLUM) amendment, it must make findings of fact in support of its recommendation. Please provide a detailed explanation as to how the proposed FLUM amendment satisfies at least one of the following criteria:

- ☐ A demonstrated over-riding public benefit of the proposed development (this may include the provision of a major public facility or amenity, the provision of a major source of employment or an economic development asset that cannot be accommodated in a location consistent with the current FLUM);
- ☐ The request is a correction of inconsistencies or mapping errors contained within the FLUM; or
- ☒ That the proposed use is clearly compatible with existing surrounding development as demonstrated by the applicant. This review should include a compatibility assessment of the proposed use, which includes, but is not limited to, location and bulk of buildings and other structures, building height, building materials, intensity of use, density of development, location of parking and signage within the surrounding area. In addition, the applicant must prove that the proposed amendment will not result in development that exceeds the capacity of existing infrastructure (such as roads, water, sewer and stormwater).

Please check (✓) one of the above findings of fact and cite specific evidence to address such finding in the space provided below. Please attach additional sheets if more space is needed.

This property is surrounded with multi-family and commercial uses.

APPLICATION CHECKLIST

- ☐ A completed and signed Application
- ☐ Plat prepared by a licensed surveyor (please include one (1) 11" x 17" or smaller copy)
- ☐ Adjacent Property Owners Form
- ☐ Filing and Recording Fees
- ☐ Concept Plan, or Preliminary Development Plan (please include one (1) 11" x 17" or smaller copy)

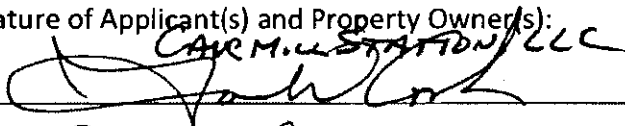
APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

Date:

1)

CARMEL STATION LLC

JAMES W. COOK MEMBER
 (please print name and title)

2)

 (please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Land Use Certificate Fee: _____

Recording Fee: _____

Date Fees Received: _____

APPLICATION CHECKLIST

- ☐ A completed and signed Application
- ☐ Plat prepared by a licensed surveyor (please include one (1) 11" x 17" or smaller copy)
- ☐ Adjacent Property Owners Form
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- ☐ Concept Plan, or Preliminary Development Plan (please include one (1) 11" x 17" or smaller copy)

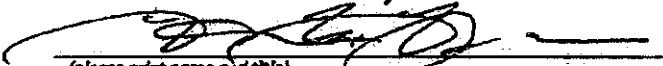
APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

Date:

1) CAVE MILL II, LLC.9-13-19


(please print name and title)
THOMAS D. THOMPSON
MANAGING MEMBER

2) _____

(please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____

Land Use Certificate Fee: _____

Recording Fee: _____

Date Fees Received: _____

CCPC

City-County
Planning Commission
warrenpc.org



APPLICATION FOR ZONING MAP AMENDMENT

Docket Number: 2019-41-Z-BG Public Hearing Date: 10/3/2019
Date Application Filed: 8/22/19 Pre-Application Meeting Date: 7/17/2019

APPLICANT(S) INFORMATION

1) APPLICANT(S) NAME(S): ~~T&E Investments~~ CAVE MILL II, LLC

Names of Officers, Directors, Shareholders or Members (If Applicable):

Mailing Address: _____ Phone Number: _____

Cell Number: _____
E-Mail Address: _____

2) PROPERTY OWNER(S) NAME(S): Cave Mill Station LLC

Mailing Address: _____ Phone Number: _____

Cell Number: _____
E-Mail Address: _____

PLEASE USE ADDITIONAL PAGES IF NEEDED

3) APPLICANT(S) ATTORNEY: _____

Name of Law Firm: _____
Phone Number: _____ Cell Number: _____
E-Mail Address: _____

PROPERTY AND PROPOSED DEVELOPMENT INFORMATION

Property Address: Cave Mill Road
PVA Parcel Number: 053A-02 Acreage: _____
Current Zoning: HB Proposed Zoning: RM-4
FLUM Designation: Mixed Use - R

PROJECT SUMMARY

Please describe the proposed use of the property

Proposed construction of a 188 unit apartment complex.

FINDINGS REQUIRED FOR ZONE CHANGE

In order for the Planning Commission to make a recommendation for a zoning map amendment, it must make findings of fact in support of its recommendation. Please provide a detailed explanation as to:

- ☐ What major economic, physical or social changes, if any, have occurred in the vicinity of the property in question that were not anticipated by the Comprehensive Plan and which have substantially altered the basic character of the area, which make the proposed amendment to the Official Zoning Map appropriate. This explanation shall contain a list of such specific changes, a description as to how said changes were not anticipated by the comprehensive plan, a description as to how said changes have altered the basic character of the area and a description as to how said changes make the proposed amendment to the official zoning map appropriate; or
- ☐ Why the original zoning classification of the property in question is inappropriate or improper; or
- ☒ How the proposed zoning map amendment is in agreement with the FOCUS 2030 Comprehensive Plan, Including the Future Land Use Map (Please see attached Comprehensive Plan Compliance Checklist).

Please check (✓) one of the above findings of fact and cite specific evidence to address such finding in the space provided below. Please attach additional sheets if more space is needed.

The FOCUS 2030 Comprehensive Plan designates this area as Mixed Used - R. This proposed use fits within this designation.

APPLICATION CHECKLIST

- ☒ A completed and signed Application
- ☒ Plat prepared by a licensed surveyor (please include one (1) 11" x 17" or smaller copy)
- ☒ Adjacent Property Owners Form
- ☒ General Development Plan (please include one (1) 11" x 17" or smaller copy)
- ☒ Development Plan Conditions
- ☐ Written Narrative Detailing Compliance with Findings Required for Zone Change on Page 2
- ☒ Application Fees
- ☐ Water/Sewer Verification
- ☐ Traffic Impact Study (If Applicable)
- ☐ Geologic Analysis (Heavy Industrial development with a DRASTIC Index > 160)
- ☐ Neighborhood Meeting Date (If Conducted): _____

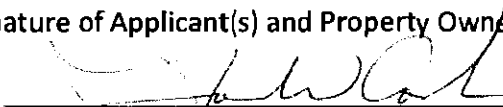
APPLICANT'S CERTIFICATION

I do hereby certify that, to the best of my knowledge and belief, all application materials have been submitted and that the information they contain is true and correct. Please attach additional signature pages if needed.

Signature of Applicant(s) and Property Owner(s):

Date:

1)



 JAMES W. COOK
 (please print name and title)

9-5-19

2)

 (please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

REQUIRED FILING FEES MUST BE PAID BEFORE ANY APPLICATION WILL BE ACCEPTED

Application Fee: _____
 Land Use Certificate Fee: _____
 Date Fees Received: _____

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Signature of Applicant(s) and Property Owner(s):

Date:

1) 
 THOMAS N. THOMPSON
(please print name and title)
 MANAGING MEMBER

9-10-19

2) _____

(please print name and title)

The foregoing signatures constitute all of the owners of the affected property necessary to convey fee title, their attorney, or their legally constituted attorney-in-fact. If the signature is of an attorney, then such signature is certification that the attorney represents each and every owner of the affected property. Please use additional signature pages, if needed.

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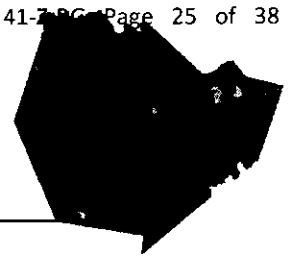
Application Fee: _____
 Land Use Certificate Fee: _____
 Date Fees Received: _____

Pre-Application Conference
Information

Date: July 17, 2019

CCPC

City-County
Planning Commission
warrenpc.org



PROPERTY INFORMATION

Attendees: Thad Lucas

Property Location: Multiple parcels on Cave Mill Station Boulevard PVA Parcel #(s): 053A-02

Property Owner(s): Cave Mill Station, LLC Contract Vendee(s): n/a

Current Zoning: HB Proposed Zoning: RM-4

Current Land Use: Vacant Proposed Land Use: Multi-Family Residential

APPLICATION TYPE

- ☐ Zoning Map Amendment
- ☒ FLUM Amendment to: High Density Residential
- ☐ Development Plan/ Development Plan Conditions Amendment
- ☐ Conditional Use Permit
- ☐ Variance
- ☐ Other _____

ADDITIONAL DOCUMENTATION REQUIRED

- ☒ Traffic Impact Study (or waived by BGPW)
- ☒ Development Plan Conditions
- ☒ General Development Plan
- ☐ Water / Sewer Verification
- ☐ Geologic Analysis
- ☐ Other _____

COMPREHENSIVE PLAN / FLUM COMPLIANCE REVIEW

(FLUM and Category Descriptions are Attached)

FLUM Designation

- | | | |
|--|---|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Rural Density Residential | <input type="checkbox"/> Low Density Residential |
| <input type="checkbox"/> Moderate Density Residential | <input type="checkbox"/> High Density Residential | <input checked="" type="checkbox"/> Mixed-Use / Residential |
| <input type="checkbox"/> Mixed-Use / Commercial | <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Institutional / Governmental | <input type="checkbox"/> Open Space, Parks & Recreation | <input type="checkbox"/> Rural Village |
| <input type="checkbox"/> Special Focal Point Plan / FLUM | | |

Applicable Goals, Objectives and Action Items

Future Land Use

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> LU-1.1.1 | <input checked="" type="checkbox"/> LU-1.1.2 | <input checked="" type="checkbox"/> LU-1.1.3 | <input checked="" type="checkbox"/> LU-1.1.4 |
| <input checked="" type="checkbox"/> LU-2 | <input checked="" type="checkbox"/> LU-2.1 | <input checked="" type="checkbox"/> LU-2.1.1 | <input type="checkbox"/> LU-2.1.2 |
| <input type="checkbox"/> LU-2.1.3 | <input type="checkbox"/> LU-2.1.4 | <input checked="" type="checkbox"/> LU-2.3.1 | <input type="checkbox"/> LU-2.3.4 |
| <input type="checkbox"/> LU-2.4 | <input type="checkbox"/> LU-2.5 | <input checked="" type="checkbox"/> LU-2.5.2 | <input type="checkbox"/> LU-2.5.3 |
| <input type="checkbox"/> LU-2.8 | <input type="checkbox"/> LU-2.8.1 | <input type="checkbox"/> LU-2.9 | <input type="checkbox"/> LU-2.10 |

Transportation

- ☐ TR-1.1 ☒ TR-2.1 ☐ TR-3 ☐ TR-4

Community Facilities

- ☐ CF-1.1 ☐ CF-1.4 ☐ CF-2.6 ☐ CF-5.3
- ☐ CF-10.1

Parks and Recreation

- ☐ PR-1.7 ☐ PR-1.8 ☐ PR-3 ☐ PR-5.2

Natural and Cultural Resources

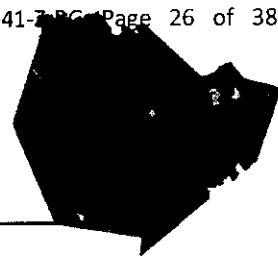
- | | | | |
|---|------------------------------------|---|---|
| <input checked="" type="checkbox"/> NCR-1.1 | <input type="checkbox"/> NCR-1.1.6 | <input checked="" type="checkbox"/> NCR-1.3 | <input type="checkbox"/> NCR-1.4 |
| <input type="checkbox"/> NCR-2.1 | <input type="checkbox"/> NCR-2.2 | <input type="checkbox"/> NCR-2.4 | <input checked="" type="checkbox"/> NCR-2.4.1 |
| <input type="checkbox"/> NCR-2.4.3 | <input type="checkbox"/> NCR-2.5 | <input type="checkbox"/> NCR-2.5.3 | |

Housing and Neighborhoods

- | | | | |
|--|--|--|--|
| <input checked="" type="checkbox"/> HN-1 | <input checked="" type="checkbox"/> HN-1.2 | <input checked="" type="checkbox"/> HN-1.3 | <input checked="" type="checkbox"/> HN-2.1 |
| <input type="checkbox"/> HN-2.3 | <input type="checkbox"/> HN-3.2 | <input type="checkbox"/> HN-3.6 | <input checked="" type="checkbox"/> HN-4 |
| <input type="checkbox"/> HN-6 | | | |

Economic Development

- | | | | |
|---------------------------------|---------------------------------|-------------------------------|---------------------------------|
| <input type="checkbox"/> ED-1 | <input type="checkbox"/> ED-1.8 | <input type="checkbox"/> ED-3 | <input type="checkbox"/> ED-4.5 |
| <input type="checkbox"/> ED-9.1 | <input type="checkbox"/> ED-9.3 | | |



SITE CHARACTERISTICS REVIEW

Layout, Lot Sizes and Setbacks

- ☐ Internal Street(s): Yes ☐ Proposed Setbacks: 25' Front, 5' side, 10' rear
☐ Minimum Lot Size: 5,000 SF ☐ Minimum Lot Width: 40'

Transportation Infrastructure

What type of Roadway will serve the proposed development?

- ☐ Warren County ☒ Bowling Green ☐ KYTC ☐ Other _____

What is the road width of the roadway that will serve the development? Pvmt. width varies

Fire Protection / Water Adequacy

Does the proposed development meet the minimum requirements? ☒ YES ☐ NO

- ☒ All property located within the designated Bowling Green / Warren County Urbanized Area: 600 gallons per minute at 20 pounds of residual pressure.
☐ All property located outside the designated Bowling Green/ Warren County Urbanized Area: 250 gallons per minute with 20 pounds of residual pressure for Agriculture, Rural Residential and/or Residential Estate districts and 600 gallons per minute at 20 pounds of residual pressure for all other districts.

Wastewater Considerations

- ☒ Public Sewer Available ☐ Property within 2,000' of Public Sewer ☐ On-Site Septic System

Natural Features

Are there any natural features present on the property (i.e. streams, ponds, woodlands, sinkholes, etc.)?

A large portion of the property contains a sinkhole.

Soil Suitability n/a

How is the property classified in terms of soil suitability (See Figure 27, APP-63)?

- ☐ Not Limited ☐ Somewhat Limited ☐ Very Limited

Prime Farmland

How is the property classified in terms of farming suitability (See Figure 28, APP-64)?

- ☐ Prime Farmland ☐ Prime Farmland if Protected from Flooding ☐ Farmland of Statewide Importance
☒ Not Prime Farmland ☐ Unclassified

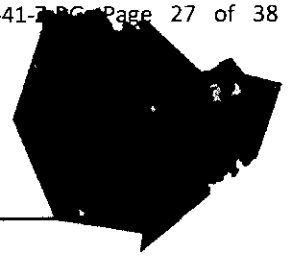
Flood Plains and Wetlands

Is the property (or a portion of the property) located within a flood plain or wetland? ☐ YES ☒ NO

Cultural and Historical Features

Are there any cultural/historical features located on the property (i.e. cemetery, historic structure, etc.)?

n/a



SITE DESIGN AND COMPATIBILITY REVIEW

Surrounding Density: The density for Phase I of the existing MF development is approximately 17.15 du/ac. The patio homes at The Crossings are approx. 5 du/ac The MF development in Chandler Park is approx. 21.32 du/ac.

Surrounding Land Uses: Multi-Family Residential, Public-Institutional and Commercial

Surrounding Architectural Features: Mixture of commercial and residential structures ranging from one to four stories in height.

Building Materials: The existing development incorporates a mixture of brick, stone and vinyl. The facades facing Cave Mill Road are 100% brick. The structures in the Chandler Park development across the street incorporate a large percentage of brick, stone, EIFS, cement board siding and other modern masonry materials.

Building Orientation: Buildings should be oriented to face Cave Mill Station Boulevard.

Landscaping / Screening: For vehicle use areas as required by the zoning ordinance.

Proposed Open Space: Minimum 85% in RM-4, but proposed concept appears to incorporate more than the minimum

Connectivity: n/a

Pedestrian, Bicycle or Transit Facilities: There are sidewalks along Cave Mill Station Boulevard and Cave Mill Road.

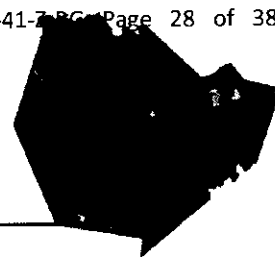
AREA SPECIFIC POLICY REVIEW ☐ YES ☒ NO

Is the property located within the boundary of any special Focal Point Plans, Overlay Districts, etc?

- | | |
|---|---|
| <input type="checkbox"/> Cemetery Road Overlay District | <input type="checkbox"/> Walnut Valley Focal Point Plan |
| <input type="checkbox"/> Lovers Lane Overlay District | <input type="checkbox"/> Cedar Ridge Focal Point Plan |
| <input type="checkbox"/> Scottsville Road Corridor Study Area | <input type="checkbox"/> Smiths Grove Focal Point Plan |
| <input type="checkbox"/> Woodburn Focal Point Plan | <input type="checkbox"/> Oakland Focal Point Plan |

STAFF NOTES

- 180-190 units proposed
- Rezone to RM-4/FLUM Amendment to High Density Residential
- TIS or waived by BGPW with improvements in lieu of TIS
- Clubhouse/Pool planned for Phase II
- Leaning toward a majority of one bedroom units
- 24 unit buildings/3 stories max
- Rezone entire property (even underneath the floodplain)



FLUM AND CATEGORY DESCRIPTIONS

Future Land Use

Objective LU-1.1: Upon Plan adoption, utilize the Future Land Use Map (FLUM, Figure FLU-4) to guide decision-making regarding land uses and development proposals.

Action LU-1.1.1: The Future Land Use Map (FLUM, Figure FLU-4) shall be used to determine the consistency which exists between future land use and development proposals.

Action LU-1.1.2: The following land use categories are depicted on the FLUM and shall be used in conjunction with the map to determine the consistency of land use and development proposals:

Agriculture (AG)

This land use designation applies to those rural areas relatively remote from the expanding rural-suburban fringe, where agriculture uses are predominant with small and large-scale farm operations. This classification can also include undeveloped areas used for open space and large tract single family residential property.

While the presence of R-E zoned land is acknowledged, and in some small areas, this zoning may even be prevalent, a new "conservation development alternative" to development under conventional AG or R-E zoning, will become available to landowners. Conservation development is an approach to the design of residential subdivisions, which is highly suited to rural areas where the retention of open space, farmland, or uninterrupted vistas of the scenic, rural landscape is desired (See Page FLU-24 for a map of proposed Land Conservation Development Areas). Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Rural Density Residential

This land use designation applies to those rural areas relatively close to the suburban fringe. It also applies to areas where property fragmentation has occurred within unincorporated areas or near farming activities through provisions for "exception lots" in the AG zoning district or through re-zoning and incremental subdivision of land as Residential Estate lots with gross densities ranging from zero (0) dwelling units per acre to one (1) dwelling units per acre. Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Low Density Residential

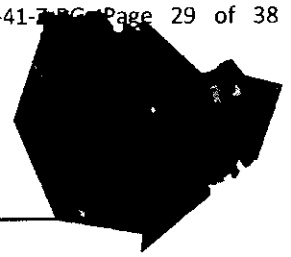
This land use designation comprises areas designated for single-family detached development and attached single-family development including twin homes where each unit is platted on its own individual lot, with gross densities ranging from zero to four and a half (4.5) dwelling units per acre. Higher densities may be possible with a Conservation style development as permitted by the Zoning Ordinance.

Moderate Density Residential

This land use designation encourages areas developed for higher density single-family detached and attached (RS-1C & RS-1D), as well as semi-detached multi-family development such as duplexes and townhouses, apartment buildings, condominiums and mobile home parks. Densities in this land use should range between three and a half (3.5) and thirteen (13) dwelling units per acre.

High Density Residential

This land use designation consists of areas occupied by multifamily housing, including higher density duplexes, townhomes, apartment buildings and condominiums. Densities exceeding eight (8) dwelling units per acre are encouraged in this Future Land Use category. High density single family may also be acceptable at five and a half (5.5) dwelling units per acre or greater.



Commercial

This land use designation consists of a broad array of commercial development, including individual commercial (retail, service, hotel or office) businesses that may exist along a highway corridor or a business district, as well as larger planned shopping centers and office parks. Limited high density multifamily uses are allowed to be mixed into commercial areas. These uses should be limited to upper stories or blended in or scattered among commercial uses. No more than 25% of any contiguous area designed Commercial should contain a multifamily uses. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Mixed Use

The Future Land Use Map includes two categories of mixed land use. They refer to areas that combine complementary activities – for example, retail, office or other commercial uses with residences, or industry with commerce. These can be existing developed areas, such as downtown Bowling Green, which retain a mixture of uses; or undeveloped or developing areas where the basic qualities of those existing mixed-use areas (efficient use of land, higher development intensities, and pedestrian friendliness) are intended to be replicated. Bringing a diversity of uses together, in close proximity with one another, makes it possible to encourage the pedestrian orientation and to reduce vehicular trips and traffic congestion.

The development pattern in mixed-use areas may include different uses housed in different structures (sometimes on a single site), or different uses stacked one on top of another in a single structure. Generally, both of these development types are likely to be found in the mixed land use districts, which differ primarily in the relative amount of each land use that is encouraged in them. There are two sub-categories of mixed-use, based on the predominant character encouraged in each:

Mixed-Use/Residential

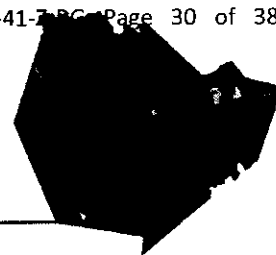
This category applies to mixed-use areas where, taken as a whole, the primary land use is residential in a variety of housing types and densities, balanced by complementary retail, office, institutional and civic uses. The distribution of land among these various activities shall be implemented through specific zoning, with standards addressing the form and character of development to ensure compatibility.

This designation applies to the historic core of downtown Bowling Green or urbanized areas being redeveloped with the primary use as residential where complementary commercial and services are provided in a contiguous area. Here, development standards should be tailored to emphasize an urban character and a mix and intensity of development appropriate to this unique center of activity. When proposed as part of a mixed-use development, Commercial uses should comprise of only twenty five percent (25%) of such development. Standalone Commercial developments should not exceed ten percent (10%) of any contiguous area designated Mixed-Use Residential. No commercial footprint should exceed ten thousand (10,000) square feet. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Mixed-Use/Commercial

This category applies to strategic areas, mostly undeveloped today, that are located near designated industrial parks and accessible from major transportation corridors. These areas are envisioned as predominately large-scale employment and business centers, albeit supplemented by compatible light industrial, retail, services, hotels and, where appropriate, higher density residential development (stand-alone or in mixed-use developments). The distribution of land among these various activities shall be addressed through specific zoning. However, primary activities in these areas may include low and medium-rise office complexes, as well as environmentally friendly manufacturing and business centers.

On large tracts, these uses should be encouraged to develop in a campus-like setting, with quality architecture and generous, connected open space to maximize value, promote visual quality, and encourage pedestrian activity between employment areas and areas of supporting uses such as retail, restaurants, and residential. The primary focus of this category is commercial mixed uses with complementary residential comprising of up to 50% of the contiguous area. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.



Industrial

This land use designation consists of areas developed or suitable for the uses permitted in the light (LI) and heavy (HI) industrial zoning categories. Because such areas require rail and truck access, future industrial development will continue to gravitate to the rail corridors and I-65 interchanges. Complementary service and commercial uses are allowed up to 25% of the total contiguous area. Compatibility will be assessed by applying policies in LU-1.1.3 below in conjunction with a general development plan.

Institutional / Government

This land use designation consists of major public institutions, including the WKU campus and public schools, and governmental functions and operations such as the airport, government offices, and police and fire stations.

Open Space, Park and Recreation

This land use designation applies to all existing City and County owned public parks, golf courses, other recreational facilities, and permanently protected open spaces of countywide significance.

Rural Village

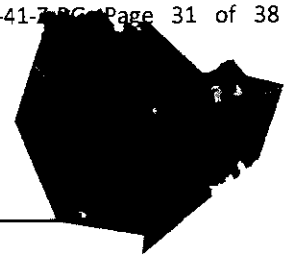
This land use designation is intended to provide for the continued vitality of the existing commercial and residential mixed use areas found in the smaller rural agricultural centers throughout Warren County. The rural village brings a sense of community and identification to the surrounding rural areas with an emphasis on providing essential goods and services to rural residents, but are not intended as employment designations for urban residents.

Neighborhood scale commercial uses are encouraged as pockets of mixed use developments. Commercial uses should be limited in size and scale (less than 10,000 square feet) and only allow uses permitted in the zones outlined in the table below. When proposed as part of a mixed-use development, commercial components should only comprise of no more than 10% of any such development. Standalone commercial development should not exceed more than 25% of any contiguous area designated Rural Village. Limited moderate density multifamily uses may be appropriate in some areas if limited in size and scale. Compatibility will be assessed by applying policies in LU-1.1.3 below, in conjunction with a general development plan, and by applying specific polies found in Focal Point Plans, area plans, corridor studies, or any other plan created and approved by the Planning Commission.

Future Land Use Category	Residential Density Range	Potentially Compatible Zoning Designations
Agriculture	0-0.2**	AG, RR*, RE*
Rural Density Residential	0-1.0**	RR, RE
Low Density Residential	0-4.5**	RR, RE, RS-1A, RS-1B, PUD
Moderate Density Residential	3.5-13	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, PUD, MHP
High Density Residential	5.5 or greater	RS-1D, RM-3, RM-4, GB, OP-R, CB, PUD, MHP
Commercial	25% of development or 10% of total contiguous area	RM-3, RM-4, GB, HB, OP-C, CB, PUD
Mixed-Use / Residential	75% of development or 90% of total contiguous area	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, NB, GB, OP-R, CB, PUD
Mixed-Use / Commercial	50% of contiguous area	RS-1A, RS-1B, RS-1C, RS-1D, RM-2, RM-3, RM-4, OP-C, HB, LI, PUD
Industrial	Not allowed	OP-C, HB, LI, HI
Institutional / Government	Not allowed	P
Open Space, Parks and Recreation	Not allowed	P
Rural Village	75% of development or 90% of total contiguous area	RR, RE, RS-1A, RS-1B, RM-2, RM-3, NB, OP-R, GB, PUD

* Allowed only with Agriculture FLUM exception lots as defined in LU-1.1.4

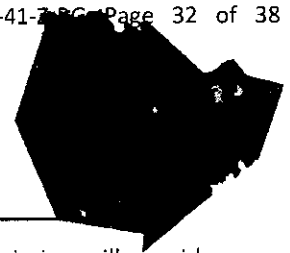
** Higher densities may be allowed in a Conservation Subdivision.



Action LU-1.1.3: Requested re-zonings (zone changes) shall be reviewed for consistency with the FLUM and the Development Review Provisions listed below.

Development Review Provisions

- ❖ **Map and General Policy Review** – The first step in determining compliance with the Comprehensive Plan is determining if the proposed use and zone are in agreement with the Future Land Use Map (LU-1.1.1) and Future Land Use categories listed in LU-1.1.2. Additionally, applicable goals, objectives, and action items found in the Comprehensive Plan that may apply to the proposed use and zone should be identified as part of the community wide development compliance.
- ❖ **Site Characteristics Review** – Unless specifically exempted by the zoning ordinance or by the Planning Commission, all zone change requests must be accompanied by a General Development Plan including any or all of the following: location and bulk of buildings and other structures, intensity of use, density of development, streets, ways, parking facilities, signs, drainage of surface water, access points, a plan for screening and buffering utilities, existing and man-made and natural conditions, and all other conditions requested by the Planning Commission and agreed to by the applicant. Each site shall identify the applicable site specific characteristics below and incorporate them on the general development plan, or in the application. The Planning Commission will consider how these items relate to relevant goals, objectives, and action items contained within the comprehensive plan as well as any other applicable codes, regulations or policies.
 - Proposed development layout, lot sizes, and setbacks (HN-1.2)
 - Transportation system adequacy or provisions for improvements (LU-2.3.1, TR-2.1)
 - Fire protection district, nearest station and hydrant locations (CF-1.1, CF-1.4, TR-3, TR-4)
 - Public water location, provider and certification of availability (CF-1.1, CF1.4)
 - Waste water location, provider and certification of availability (CF-1.1, CF-1.4)
 - Existing natural features (NCR-1.1, NCR-1.3)
 - Identification of prime farmland (Map FLU-2, NCR-2.4)
 - Soil suitability (Map 32)
 - Location of flood plains or wetlands (NCR-1.1)
 - Cultural and/or historical assets being removed or preserved (NCR-2.1, NCR-2.2)
- ❖ **Site Design and Compatibility Review** – All proposals for new development must be assessed to determine their compatibility with the existing surrounding development. Compatibility may be shown because the proposed use is the same as the surrounding neighborhood, or it may be established by site design, buffering, control of access through the adjacent neighborhood, or other measures. Developments should address the following site design and compatibility considerations:
 - Surrounding density (HN-1.2)
 - Surrounding land uses (LU-2)
 - Surrounding building architecture including height, bulk, scale, massing, etc. (HN-1.2)
 - Proposed building materials (HN-1.2)
 - Building orientation in relation to the roadway (HN-1.2)
 - Proposed landscape buffering and/or screening (HN-1.2)
 - Proposed open space (LU-2.1.1, PR-2)
 - Connectivity to adjacent properties (LU-2.1.2)
 - Any pedestrian, bicycle or greenway facilities existing or proposed connections (LU-2.1.3, TR-3, TR-4, NCR-1.4, PR-3)



- ❖ Area Specific Policy Compliance – In addition to the review items above, the Planning Commission will consider area specific policies created in focal point plans, area plans, corridor studies, and/or other similar plans created by the Planning Commission or other local and state government organizations. (LU-2.4, LU-2.8)

Action LU-1.1.4: The following is a recommended protocol for the use of the Future Land Use Map and amending the FLUM.

Purpose / Relationship to Zoning

While the Zoning Map, and its associated zoning districts, defines specific uses and development types currently permitted for individual properties, the Future Land Use Map depicts more broadly the likely pattern of land uses that may exist in the future. Therefore, the FLUM does not directly determine the specific development that may be approved for a particular property. Applicants for zoning changes must demonstrate that the proposed use / development is consistent with the land use designation on the FLUM. However, consistency with the FLUM is only one of several considerations, and all other development criteria must be met for a rezoning approval, per the process laid out in the zoning ordinance and in KRS 100.213. Because FLUM designations are considerably broader than provided in specific zoning districts, several different zoning districts may conform to the provisions of a single FLUM land use category. However, in cases where a proposed development type and associated zoning district is clearly inconsistent with the FLUM, and/or other provisions of the Comprehensive Plan, such rezoning approvals shall not be granted until and unless the FLUM is amended.

Exceptions

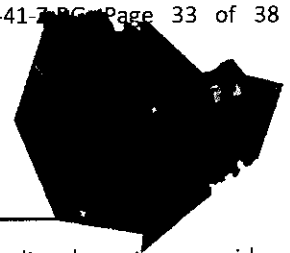
The following types of re-zoning requests shall not require FLUM amendment prior to consideration for approval:

- Emergency situations requiring immediate actions to protect public health, safety and welfare (e.g., providing temporary housing for those displaced by a natural disaster) .
- Corrections of zoning map errors
- Single Family Residential rezoning requests for single family non-conforming parcels that are less than 5 acres in size, and are compatible with existing residential land uses, and where only one new lot is being created from a parent tract that existed prior to July 1, 2001.
- Rezoning requests of 10 acres or less, where a proposed development site lies within two or more future land use designations, if at least 50% of the property lies within a future land use designation which is consistent with the proposed zoning district.
- Rezoning requests for property located within the Agriculture FLUM designation where the result will be the enlargement of an existing agricultural tract and the number of lots will remain the same as (or less than) what existed at the time the rezoning application was filed. The remaining lot must meet the requirements of the proposed zone and no lot resulting may be non-conforming.

Procedures for Amending the FLUM

The Planning Commission's approval of a FLUM amendment request should be based on at least one of the following criteria:

- A demonstrated over-riding public benefit of the proposed development (this may include the provision of a major public facility or amenity, the provision of a major source of employment or an economic development asset that cannot be accommodated in a location consistent with the current FLUM).
- The request is a correction of inconsistencies or mapping errors contained within the FLUM.
- That the proposed use is clearly compatible with existing surrounding development as demonstrated by the applicant. This review should include a compatibility assessment of the proposed use, which includes, but is not limited to, location and bulk of buildings and other structures, building height, building materials, intensity of use, density of development, location of parking and signage within the surrounding area. In addition, the applicant must prove that the proposed amendment will not result in development that exceeds the capacity of existing infrastructure (such as roads, water, sewer and stormwater).



Goal LU-2: Encourage compact, sustainable, high quality development which protects community character, provides balanced land uses and which is tailored to the variety of urban, suburban and rural sections of Warren County.

Objective LU-2.1: Improve design standards and establish incentives for urban and suburban residential development.

Action LU-2.1.1: Consider increasing or refining the standards for open space retention in new residential development, to ensure an adequate share of such space is usable and of scenic or ecological value.

Action LU-2.1.2: Consider adoption of a “roadway connectivity index” applicable to new residential development or other developments with a significant residential component (40% or more).

Action LU-2.1.3: Consider encouraging new developments to incorporate planned greenway links (as per the Greenbelt Master Plan) into their developments or, at a minimum, to provide connections to the greenway system whenever possible.

Action LU-2.1.4: Consider adopting incentives to promote the preservation of existing trees on private property before, during, and after development, and standards that discourage clear cutting of trees.

Action LU-2.3.1: Improve standards for access management (e.g., review spacing of driveways, consider requiring driveway sharing or parking lot connectivity, etc.) in order to reduce traffic “friction” and enhance safety.

Action LU-2.3.4: Require that proposals for heavy industrial development in areas with a DRASTIC index of greater than 160 be accompanied by a detailed geologic analysis to determine the carrying capacity of the underlying soils with respect to the possibility of accidental spills of hazardous materials and storm water management.

Objective LU-2.4: Establish a consistent sector/small area planning process to focus on areas of the County or the City that require special attention and a more detailed level of planning.

Objective LU-2.5: Stabilize and protect Bowling Green’s older neighborhoods.

Action LU-2.5.2: Prepare guidelines to ensure the compatibility of infill development, particularly next to historic structures and sites.

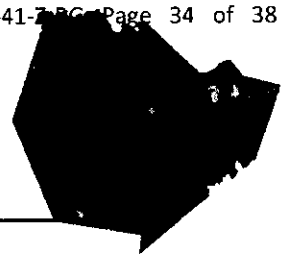
Action LU-2.5.3: Continue to identify and promote opportunities for revitalization and redevelopment.

Objective LU-2.8: Continue to apply selected policies established in prior focal plans and overlay districts, in particular those pertaining to the smaller incorporated cities and corridors.

Action LU-2.8.1: Continue to implement the adopted policy plans for Lovers Lane, Cemetery Road, Walnut Valley, the Cedar Ridge Neighborhood and the rural villages of Smiths Grove, Oakland and Woodburn. Any discrepancies between the 2030 Comprehensive Plan Future Land Use Map and the adopted policy plan maps shall follow that of the adopted policy plan (Volume 2 - Appendix 3).

Objective LU-2.9: Identify techniques to protect the County’s small municipalities and rural settlements from development that is out-of-character.

Objective LU-2.10: Identify and designate “special character areas” such as scenic roads and viewsheds for protection.



Transportation

Action TR-1.1: In reviewing development applications, identify the need to retain rights-of-way for roadways depicted in the long-range plans of the MPO and the KYTC.

Action TR-2.1: Continue to require that all private and public development is undertaken in a manner which promotes connectivity and minimizes traffic congestion on the existing road network, by implementing measures such as (but not limited to) the following:

- Adjacent developments shall provide for internal circulation between them in accordance with the subdivision regulations.
- At least one stub street should be constructed into each adjacent undeveloped property of 10 acres or more. The design of future alignment of street extensions onto adjacent tracts should benefit the surrounding community. Subsequent development of these adjacent tracts shall connect to the original stub street.
- Access to existing collector and arterial roads shall be provided by newly constructed public streets spaced not closer than 600 feet on collectors and not closer than 1,320 feet on arterials.
- All residential developments of 10 lots or more shall be served by an interior street system.
- Development within the City limits of Bowling Green shall comply with the City's adopted Traffic Access Management Manual.

Objective TR-3: Pedestrian and Bicycle Mobility: Promote pedestrian and bicycle mobility through an integrated network of sidewalks, paths and trails and through the encouragement of bicycle and pedestrian-friendly streets and land use and development patterns.

Objective TR-4: Transit System: Expand opportunities for transit alternatives to auto-dependence for local, citywide, countywide and regional travel.

Community Facilities

Action CF-1.1: Proactively plan all public facilities to support desired land use patterns. Complete plans within timeframes sufficient to allow strategies for meeting future needs to be implemented before current planned capacities are exceeded.

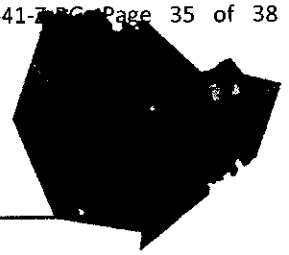
Action CF-1.4: Consider establishing a process for coordinated development review with utility providers, Planning Commission staff, parks department representatives, school district representatives, postal service representatives, fire and police representatives and other such relevant agencies, to expedite and more effectively coordinate development reviews.

Action CF-2.6: On-site sewage disposal systems may continue to be used provided that:

- The Health Department must perform a site evaluation to determine the location, size and type of on-site system to install.
- The site evaluation must be performed and the on-site disposal system located on the site before obtaining a building permit.
- Every on-site disposal system installation, regardless of lot size, must be approved by the Health Department.

Action CF-5.3: Any new subdivision encompassing 5 lots or more shall be required to provide a minimum fire flow of 250 GPM. An exemption for subdivisions consisting of no more than 4 lots will continue to apply.

Action CF-10.1: Promote technologies that reduce the impact of development and human activities on the environment, including sustainable development patterns, green building (e.g., encourage the use of green technologies in new construction, but also place an emphasis on adaptive reuse of existing buildings, and responsible deconstruction and reuse of building materials), alternative transportation, etc.



Parks and Recreation

Action PR-1.7: As necessary, review and enhance standards for new residential developments to ensure:

- Connectivity of open spaces to the County's greenways system.
- Protection of stream corridors and floodplains.
- Protection and enhancement of tree canopy.

Action PR-1.8: Adopt conservation/cluster subdivision design provisions to encourage the protection of open space, farmland, and rural character, making this approach an attractive alternative to conventional development in the AG zoning district.

Objective PR-3: Continue to implement the Greenbelt System Master Plan and other programs that support bicycle and pedestrian recreation and mobility.

Action PR-5.2: Provide and encourage appropriate levels of public access and amenities along the County's blueways, where feasible.

Natural and Cultural Resources

Objective NCR-1.1: Review and, as necessary, modify the land development regulations to ensure that land use and development decisions consider the physical suitability and natural resources of individual sites or areas anticipated for development.

Action NCR-1.1.6: Consider amending the Zoning Ordinance and/or Subdivision Regulations to include standards and incentives for the protection of existing trees on infill and redevelopment sites before, during and after land development. The standards should take into account the health and maturity of existing trees to determine whether trees should remain in place, may be removed, or should be relocated (either on- or off-site) upon development.

Objective NCR-1.3: Ensure that development is compatible with the natural environment, preserves unique landscapes and natural areas, conserves environmental resources and minimizes human impact on the natural environment.

Objective NCR-1.4: Take advantage of local natural resources to create, protect, and enhance, and maintain recreational, educational, and cultural opportunities and activities, as long as such uses are compatible with those resources.

Objective NCR-2.1: Gather, analyze and continuously update data about Warren County's unique cultural resources.

Objective NCR-2.2: Support educational efforts to increase awareness of Warren County's cultural resources and to foster their preservation.

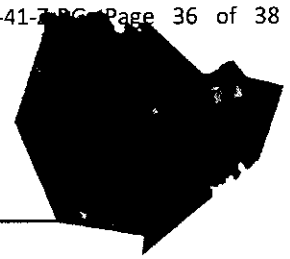
Objective NCR-2.4: Implement strategies and tools to preserve and enhance Warren County's rural and agricultural heritage, including its agricultural landscapes and viewsheds, rural village centers, rural landmarks, and scenic rural corridors, etc.

Action NCR-2.4.1: Use the Future Land Use Map, together with the policies in the Land Use, Transportation, and Community Facilities elements, in particular, to direct development first to areas where infrastructure already exists, in order to reduce the premature development pressure on the countryside.

Action NCR-2.4.3: Adjust zoning and subdivision regulations to require development in rural village centers to be compatible in design and placement with existing surrounding structures, and to contribute to the historic character of the community.

Objective NCR-2.5: Promote the economic viability and vitality of historic neighborhoods, historic districts, and rural landscapes, adjusting local government decision-making processes, as necessary, to adequately consider cultural resources and historic preservation.

Action NCR-2.5.3: Consider cultural historical resources in applicable development review.



Housing and Neighborhoods

Objective HN-1: Promote the development of infill sites with existing urban services and suitable redevelopment projects that maintain or improve existing character, development patterns and urban design.

Action HN-1.2: Establish in the Zoning Ordinance clear compatibility criteria for new redevelopment and infill projects based on factors such as (but not limited to): building scale (massing, height), setbacks, parking location, landscaping and architectural character. Criteria may also include such items as requirements for compatible densities, street patterns, etc. (e.g., average density of new development should not exceed the density by more than 50 percent of the surrounding area, defined as that area located within a 1,000 foot radius).

Action HN-1.3: Continue to identify and promote opportunities for infill and redevelopment, particularly projects which may strengthen existing neighborhoods and districts.

Action HN-2.1: Promote the diversification of new housing stock by applying variable zoning densities and allowing a range of housing types in suitable locations, consistent with the Future Land Use Map. (e.g., mixed-use centers, etc.).

Action HN-2.3: Where housing is in severe disrepair to the point that rehabilitation is financially unfeasible, explore the possibility of acquiring and razing the structure to facilitate developing new housing for low and moderate-income families. In cases of residential structures with historical significance, a higher threshold should apply for determining that rehabilitation is financially unfeasible.

Action HN-3.2: Make revitalization of the "Shake Rag" neighborhood a priority, including housing rehabilitation activities, streetscape improvements, residential infill development, relocation of selected businesses, relocation of overhead utility lines, creation of a "heritage walk" from Fountain Square to the Barren Riverfront, development of minority-owned businesses and identification of historic properties.

Action HN-3.6: Revisit and, as necessary, adjust zoning in neighborhoods which are predominantly single family, but designated for multi-family use. Characteristics of existing zoning designations that may need to be adjusted could include, but are not limited to: (a) failure to protect the primarily single-family neighborhood from more intensive development; and/or (b) failure to promote new residential development that is sensitive in scale, form, and density to the established neighborhood character.

Objective HN-4: Encourage an array of housing options in all parts of Warren County.

Objective HN-6: Provide for the housing needs of the elderly, disabled and those in need of transitional housing.

Economic Development

Objective ED-1: Pursue actions to strengthen core industries, retain existing businesses and industries in the community and attract new businesses and industries, particularly those that will help to diversify the local economy.

Action ED-1.8: Encourage the development and expansion of healthcare facilities and support facilities for those of retirement age.

Objective ED-3: Support local small businesses, entrepreneurial endeavors and industries.

Action ED-4.5: Allow and encourage agri-tourism, farmers' markets, local Co-ops and community supported agriculture (CSAs), farmstands, accessory farm businesses, agricultural festivals, equestrian events and other activities that help to support a viable agriculture economy.

Action ED-9.1: Support new cultural and entertainment venues, such as the development of a whitewater course on the Barren River, and completion of the Heritage Trail (a walking path from Fountain Square to the Riverfront), in Downtown Bowling Green, that complement current establishments such as the minor league baseball stadium, the Southern Kentucky Performing Arts Center and the Historic Railpark and Train Museum.

Action ED-9.3: Consider the need for tourist support facilities (hotels, restaurants, etc.) when making land use and zoning decisions.

Rachel Hurt

From: Rachel Hurt
Sent: Friday, September 13, 2019 2:49 PM
To: 'Thad Lucas'; James Cook
Subject: Staff Comments: Proposed Zone Change and FLUM Amendment on Cave Mill Station Boulevard
Attachments: image002.png

Gentlemen,

In reviewing the applications for the proposed FLUM amendment and zone change, staff has generated the following comments for your consideration:

FLUM Amendment

LU-1.1.4 of the Comprehensive Plan outlines procedures for amending the FLUM. The Planning Commission's approval of a FLUM amendment should be based on at least one of the following criteria:

- A demonstrated over-riding public benefit of the proposed development (this may include the provision of a majorly public facility or amenity, the provision of a major source of employment or an economic development asset that cannot be accommodated in a location consistent with the current FLUM).
- The request is a correction of inconsistencies or mapping errors contained within the FLUM.
- The proposed use is clearly compatible with existing surrounding development as demonstrated by the applicant. This review should include a compatibility assessment of the proposed use, which includes, but is not limited to, location and bulk of building and other structures, building height, building materials, intensity of use, density of development, location of parking and signage within the surrounding area. In addition, the applicant must prove that the proposed amendment will not result in development that exceeds the capacity of existing infrastructure (such as roads, water, sewer and stormwater).

The following statement was included on page 2 of your FLUM amendment application to address the above findings:

"This property is surrounded with multi-family and commercial uses."

You may want to consider incorporating additional information as a part of your application to help address the items in LU-1.1.4 since the current Mixed-Use/Residential FLUM designation also allows both multi-family and commercial uses.

Traffic Impact Study

- **Section 3.1.4** of the Zoning Ordinance outlines the requirements for a Traffic Impact Study (TIS) and states that exceptions to this requirement may be approved after consultation between the applicant and affected (in this case, BGPW). When a project's traffic impact can be clearly anticipated without a study and all of the parties involved (transportation agency(ies) and applicant) are able to negotiate appropriate mitigation, a TIS may not be necessary. The applicant must provide documentation, in writing, from all affected agencies, exempting their particular development from the TIS requirement, along with a commitment in the form of a development plan condition(s), or conditions(s). An e-mail from Mark Absher, dated 9/6/2019, outlines the improvements in lieu of a traffic study that will be required by their agency. Can you please revise your development plan conditions to incorporate the recommendations in Mark's e-mail to meet the TIS requirements outlined in Section 3.1.4?

Zone Change Application

- LU-2.1.1 from the FOCUS 2030 Comprehensive Plan encourages increased open space in new residential development, to ensure that an adequate amount of such open space is usable. The preliminary development plan that was submitted depicts two dog parks, a picnic area, a pool and outdoor activity space, but there is nothing requiring that these amenities be included within the proposed development. Is this something you would also consider addressing in your development plan conditions?
- NCR-1.1 and NCR-1.3 from the FOCUS 2030 Comprehensive Plan evaluate physical suitability of a particular development with existing natural features and the natural environment. Would you consider incorporating an additional development plan condition to address the existing sinkholes located on the property?
- TR-2.1 and LU-2.3.1 look at access management and access to properties within the City of Bowling Green. Would you consider incorporating an additional DPC to address these comprehensive plan items?
- Proposed development plan condition (DPC) #7 can be omitted since this matches what is already permitted by the zoning ordinance.

To ensure timely delivery of meeting materials to our Planning Commissioners, please submit any revisions you may have no later than **Monday, September 23rd at 9:00 AM.**

Please note that failure to submit revisions prior to this deadline may result in postponement of your application to another hearing date and assessment of a \$100 re-advertising fee; OR the staff report will be sent out as-is and it will be the responsibility of the applicant to address deficient items with the Planning Commission during the public hearing.

Please let me know if you have any questions or concerns regarding the above comments. I am happy to assist however I can. Have a wonderful weekend!

Sincerely,

Rachel Hurt
Planner III



1141 State Street
Bowling Green, KY 42101
270.842.1953

Development Plan Conditions

This statement of Development Plan Conditions is filed pursuant to Section 3.11 of the Joint Zoning Ordinance of Warren County, Kentucky,

Property Owner: Cave Mill Station LLC

Applicant: Cave Mill II, LLC

Source of Title: Lots 1-1, 1-2, 1-4, 1-5 Plat Book 39 Page 372; Deed Book 924 Page 715

PVA Parcel Numbers: 053A-02

Acreage: 11.24 Acres

CONDITIONS:

- 1) All new utilities will be located underground.
- 2) The subject property will be developed with a maximum of 188 dwelling units as generally shown on Exhibit "A" with no single building containing more than 24 dwelling units.
- 3) No building shall exceed 3 stories.
- 4) Improvements to the property shall be constructed of 100% brick, masonry, wood, glass, stucco, or other similar modern masonry or cementitious materials. Plain face block shall not be used.
- 5) The property shall be developed with an internal and external parking and traffic system. The system shall include curb and gutter. The system shall include four-foot sidewalks located at each of the buildings.
- 6) The property will be developed with a community mailbox system and uniform streetlights of metal, fiberglass, or composite materials.
- 7) Additional lane lines will be added at the end of Cave Mill Station Boulevard where it intersects with Cave Mill Road per the request of City of Bowling Green, Public Works Department in lieu of a Traffic Impact Study.
- 8) Access points will be coordinated with the Bowling Green Public Works Department.
- 9) Any sinkholes on the property will be addressed per the City of Bowling Green regulations.
- 10) The developers agree to build a clubhouse, pool and activity area as depicted on the concept plan – Exhibit A.

These foregoing Development Plan Conditions shall be binding upon the owner, his or her heirs, successors, personal representatives, assigns the Planning Commission and legislative bodies of Bowling Green and Warren County, Kentucky, as of the date of adoption unless otherwise amended pursuant to Section 3.12.8 of the Joint Zoning Ordinance of Warren County.

Date of Adoption of Development Plan Conditions: _____

Signed this the ____ day of _____, 2019.

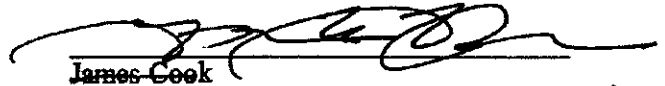


James Cook

These foregoing Development Plan Conditions shall be binding upon the owner, his or her heirs, successors, personal representatives, assigns the Planning Commission and legislative bodies of Bowling Green and Warren County, Kentucky, as of the date of adoption unless otherwise amended pursuant to Section 3.12.8 of the Joint Zoning Ordinance of Warren County.

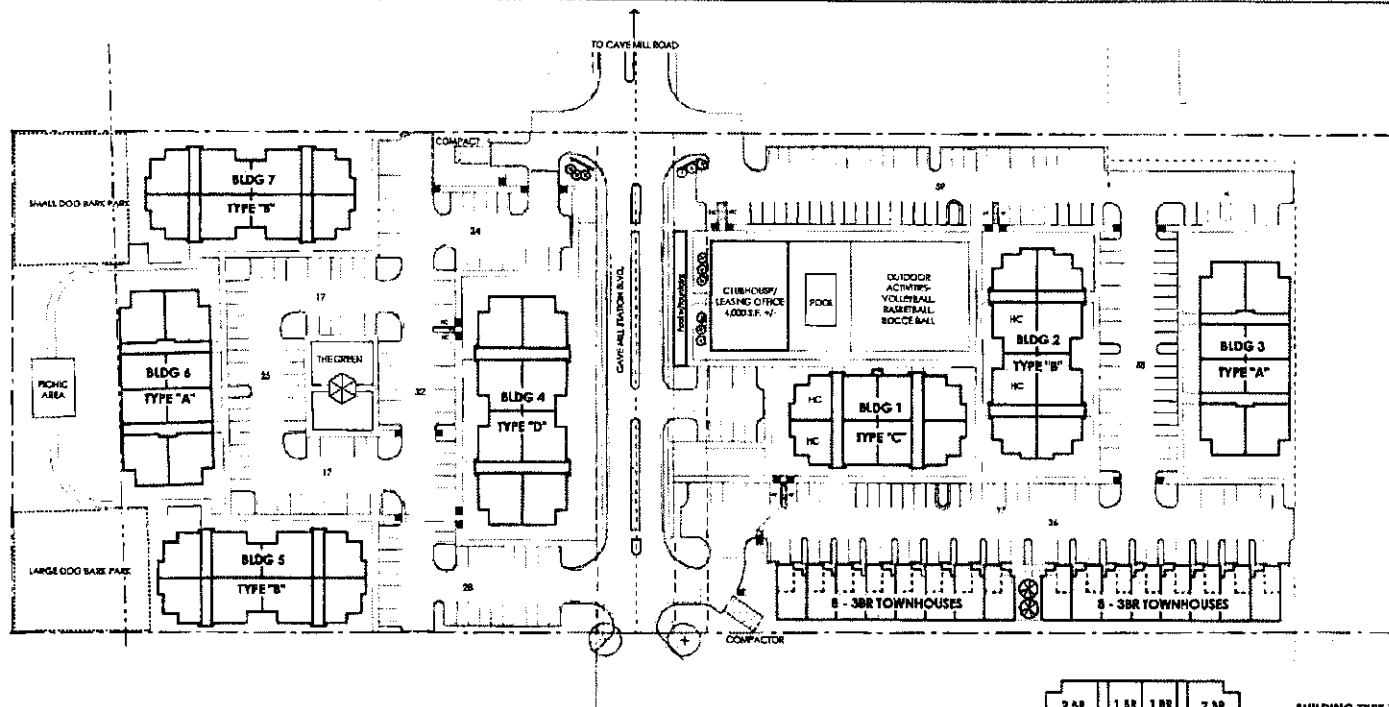
Date of Adoption of Development Plan Conditions: _____

Signed this the 10TH day of SEPT., 2019.



~~James Cook~~

THOMAS N. THOMPSON
MANAGING MEMBER
CHIVE MILL II, LLC



Site Plan
1" = 40'-0"

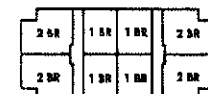


Existing Cave Mill Station Apartments

64 - 1BR Apartments
64 - 2BR Apartments
16 - Townhouses
184 - Total Units

317 parking spaces required
344 parking spaces provided

- 2 - BUILDING TYPE "A"
3 - BUILDING TYPE "B"
2 - BUILDING TYPE "C"
2 - BUILDING TYPE "D"
7 BUILDINGS



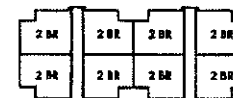
BUILDING TYPE "A"
3 STORY, 24 UNITS
12-1BR; 12-2BR



BUILDING TYPE "B"
3 STORY, 24 UNITS
12-1BR; 12-2BR



BUILDING TYPE "C"
3 STORY, 24 UNITS
24-1BR



BUILDING TYPE "D"
3 STORY, 24 UNITS
24-2BR

REV.	DATE	DESCRIPTION

Cave Mill Apartments Phase Two Bowling Green, Kentucky

H+W
Holzer+Wiedow
Architects
7221 Rockwood Road
Knoxville, TN 37920
(615) 581-7031

Project No.
HW19-739

Date
8/21/19

Sheet Title

Site Plan

Sheet No.

AC1.1

SUMMARY MINUTES
City-County Planning Commission of Warren County
October 3, 2019 @ 6:00 p.m.
City Hall - Commission Chambers
3rd Floor, 1001 College Street, Bowling Green, KY

PRESENT:
Sandy Clark
India Unseld
Christiaan Volkert
Tim Graham
Greg Gay
Dean Warren
Eric Madison
Tim Huston
Velma Runner

The City-County Planning Commission of Warren County was called to order by Chairman Velma Runner.

A. ROLL CALL:

Chairman Runner requested Jessica Martin to conduct roll call in order to determine a quorum. A quorum was determined with nine (9) of the twelve (12) Commissioners present at the time of the roll call.

B. APPROVAL OF MINUTES:

Chairman Runner stated all Commissioners had received the Minutes of the meeting held on September 19, 2019 in their packets. Chairman Runner asked if there were any corrections to the minutes. Being none, she asked for a motion. The Motion was made by Commissioner Warren that the minutes be approved, seconded by Commissioner Volkert, and agreed upon (8 yeas and 1 abstained) to approve the Summary Minutes of the September 19, 2019 meeting as written.

Hon. Hampton Moore, of Cole and Moore Law Office, Attorney for the Planning Commission, requested the Chairman order that the Joint Zoning Ordinance of Warren County, Kentucky; the Subdivision Regulations; and the Comprehensive Plan with all of its elements effective as of this date (October 3, 2019) be introduced as exhibits for each of tonight's hearings. He further requested the Chairman order that the Staff Report, with all attachments together, along with the Commission's entire file for the applications be likewise introduced as exhibits. Hon. Hampton Moore asked that the Oath be administered to Ben Peterson, Executive Director, Rachel Hurt, Planner and Monica Ramsey, Planner be sworn as a witness before the Planning Commission and that their oath and qualifications be reflected in the record for tonight's hearing. Chairman Runner so ordered and swore in the witnesses.

C. FINANCIAL

Chairman Runner called forward Steven Throneberry from Hensley and Throneberry, CPAs to present the audit report. Mr. Throneberry stepped to the podium and presented their findings. Chairman Runner asked if there were any questions. Being none, she asked for a motion. **The motion was made by Commissioner Warren, seconded by Commissioner Volkert, and agreed upon (9 yeas) to approve the audit.** Commissioner Clark complimented the staff and Mrs. Mooney on their hard work.

D. PRELIMINARY SUBDIVISION & SITE DEVELOPMENT PLANS

Chairman Runner asked if there were any questions or comments on the Subdivision and/or Site Development Plan approvals. Being no questions or comments, she proceeded to the next item on the agenda.

E. LETTERS OF CREDIT AND PERFORMANCE BONDS

Chairman Runner stated there were five letters of credit or performance bonds on tonight's agenda.

1. Release the letter of credit for construction on South Oaks in the amount of \$178,000.00 and replace with a performance bond in the amount of \$466,000.00 from Newport Properties, LLC.
2. Renew and reduce the letter of credit for Poplar Grove, Section 1 from \$127,000.00 to \$79,000.00 from Burr and Jones, LLC.
3. Renew the letter of credit for Greystone Subdivision, Section 17 in the amount of \$166,000.00 from Greystone Properties, LLC.
4. Renew the letter of credit for Autumn Grove Subdivision in the amount of \$75,180.00 from Southside Development, LLC.
5. Replace or call the letter of credit for Greystone Subdivision, Section 16 with a cash bond in the amount of \$450,000.00 from Greystone Properties, LLC.

Chairman Runner asked if there were any questions. Being none, she asked for a motion. The motion was made by Commissioner Gay, seconded by Commissioner Clark, and agreed upon (9 years) to approve the above Letters of Credit and Performance Bonds.

F. OLD BUSINESS

Chairman Runner announced there was no old business for tonight's agenda.

G. PUBLIC HEARINGS

Chairman Runner announced the first two items on the agenda:

2019-06-FLUM – Cave Mill II, LLC and Cave Mill Station, LLC have filed an application for a Future Land Use Map Amendment on tracts of land containing approximately 11.24 acres located at 0 Cave Mill Station Boulevard (approximately 290 feet from the beginning of Cave Mill Station Boulevard) from Mixed-Use/Residential to High Density Residential.

2019-41-Z-BG – Cave Mill II, LLC and Cave Mill Station, LLC have filed an application to rezone a tract of land containing approximately 11.24 acres located at 0 Cave Mill Station Boulevard (approximately 290 feet from the beginning of Cave Mill Station Boulevard) from HB (Highway Business) and F (Floodplain), with a general development plan to RM-4 (Multi-Family Residential) and F (Floodplain), with a general development plan

Mrs. Monica Ramsey stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions for the staff. Commissioner Clark asked where the 100% brick was located. Mrs. Ramsey showed the area behind the application that had 100% brick. Commissioner Graham stated the DPC stated 50% of the exterior materials but the elevations show them to be 100%. Mrs. Hurt stated that would be a better question for the applicant. Commissioner Volkert stated the concept plan shows a dog park and other open areas but asked for confirmation that they are not required to build that. Mrs. Ramsey stated yes they were not required to build it. Chairman Runner asked if there were any further questions. Being

none, she asked to hear from the applicant. Mr. Thad Lucas, 555 Dunbarton Ave, Hunter Thomas, 322 Fredrick Street, and James Cook, 177 South Glen Drive came forward and was sworn in. Commissioner Volkert asked if the plan was to build the clubhouse, pool and activity area. Mr. Lucas stated that was the plan but they haven't went through the entire engineering process. Commissioner Volkert asked if that could be a part of their Development Plan Conditions. Commissioner Clark stated that would guarantee some green space. Commissioner Volkert asked if they would agree to add that they will build the clubhouse, pool and activity area as depicted in the concept plan. All agreed. Commissioner Clark asked about the percentage of exterior materials and asked for it to be raised from 50% so it will match its surroundings. Commissioner Graham stated the drawings show Hardiboard and stone so if they will do what is on the elevations, they can change the DPC to say 100% brick or other cementitious materials. All parties agreed. Commissioner Clark asked if they have looked at the sinkholes. Mr. Lucas stated it is located in the flood area. Commissioner Graham asked if the flood area was a retention basin. Mr. Lucas stated yes. Chairman Runner asked if there were any further questions. Being none, she asked if there were any questions or opposition in the audience. Being none, she asked for a motion for the FLUM application first.

ACTION: Commissioner Gay made the motion; seconded by Commissioner Clark, to approve the proposed Future Land Use Map Amendment, docket number 2019-06-FLUM. Based upon the testimony and documents presented in this public hearing, the proposed FLUM Amendment has met the criteria to amend the FLUM as outlined in LU-1.1.4 in the Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was nine (9) yeas, so approved.

Chairman Runner asked for a motion for the rezoning application.

ACTION: Commissioner Gay made the motion, seconded by Commissioner Clark, to approve the proposed Zoning Map Amendment, together with and conditioned upon the General Development Plan, docket number 2019-41-Z-BG. Based upon the testimony and documents presented in this public hearing, the proposed Zoning Map Amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Therefore, the proposed Zoning Map Amendment is in agreement with the adopted Comprehensive Plan. Further, I request that this motion include the summary of evidence and testimony presented by the witnesses at this public hearing. The vote was nine (9) yeas, so recommendation will be for approval.

Chairman Runner called the last case:

2019-42-Z-CO – Bipinchandra Patel and L.S. Jr. and Sheila Cherry have filed an application to rezone a tract of land containing approximately 0.7027 acres located at the corner of Scottsville Road, Mt. Lebanon Road and Alvaton Road from AG (Agriculture) to GB (General Business), with a general development plan.

Mrs. Rachel Hurt stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if the Commissioners had any questions for the staff. Commissioner

Warren asked about the policy regarding the orientation facing Scottsville Road. Mrs. Hurt explained the policy and the orientation being proposed for the building is on the corner of the building facing Alvaton and Mt. Lebanon and therefore does not comply. Commissioner Clark asked if there are any architectural drawings of the building. Mrs. Hurt stated no. Commissioner Graham asked where the water is coming from. Mrs. Hurt explained there isn't enough pressure currently but believes there is a pressure release valve that will have to be installed. Commissioner Warren asked if the sewer stopped at Alvaton School. Mrs. Hurt stated yes it does currently but there is a development that will bring it closer. Chairman Davenport asked if there were any further questions for staff. Being none, she asked if the applicants would come forward.

Jace Caldwell, 1015 Shive Lane and Bipinchandra Patel, 1012 Cumberland Ridge Way, came forward and was sworn in. Mr. Caldwell stated he spoke to Warren County Water to discuss installation of a water release valve that will increase the pressure to the requirement. He stated the property actually only has a small portion of road frontage on Scottsville Road and there is a tract of land owned by the Transportation Cabinet for the rest of the portion fronting Scottsville Road. Mr. Caldwell stated the property has three front setbacks since it has three road frontages. He felt it will appear to face Scottsville Road since it is placed in the corner. Commissioner Graham asked if there were any elevations to work from. Mr. Caldwell stated no. Commissioner Clark expressed concerns on determining if this proposal will fit without an elevation. Mr. Lee Ross Dinwiddie, P.O. Box 743, came forward and was sworn in. He stated every building he has done Mr. Patel has been 100% brick, stone, aluminum panel or marble. He explained some problems they may have so they can hide the equipment on the rooftop. He stated the shingle roof will be the only thing that is not masonry. He stated they could design at any time but they wanted to make sure the zoning was approved prior to that stage. Commissioner Graham expressed his concerns about the application and how it would be hard to move forward without elevations. He asked if the applicants would be ok to table the application and come back with elevations. Mr. Ben Peterson stated they discussed these issues in length at the pre-application and stated they could create an entrance along Scottsville Road even if it isn't their main entrance. Commissioner Volkert expressed his agreement with Commissioner Graham's suggestion about a recess and stated without some elevations and more information and conformity it will probably be denied tonight based on compatibility. After discussion about extending land contract, the next public meeting, etc. the applicants and property owners agreed to recess this hearing and come back on November 7th.

ACTION: Commissioner Warren made the motion, seconded by Commissioner Clark, to recess these hearings (Docket number 2019-42-Z-CO) and to be reconvened at the November 7, 2019 Planning Commission meeting, in this City Commission Chambers at 6:00 p.m.. The vote was nine (9) yeas, so the application was recessed and will be reconvened at the November 7, 2019 meeting.

H. NEW BUSINESS

Chairman Runner asked if there were any new business. Mr. Peterson stated there was a memo at everyone's seat tonight for the hiring of the GIS Technician. He stated they would like to get them in before the next Planning Commission on November 7th. He explained the process that has lead up to this decision and stated we do have one candidate that has a verbal confirmation. Mr. Peterson stated if anyone has specific questions they can go into closed session if needed. Chairman Runner asked if there were any further questions. Being none, she asked for a motion. **Commissioner Clark made a motion, seconded by Commissioner Graham, to authorize staff to proceed with the hiring of the selected candidate and to negotiate terms not to**

exceed the established starting range. The vote was nine (9) yeas, so approved. Chairman Runner asked if there were any further new business to be brought up. Being none, she moved to adjourn.

I. ADJOURN

Chairman Runner stated there was no additional business to come before the Commission; the meeting was adjourned.

CHAIRMAN, VELMA RUNNER

** Video is available upon Open Records request. This concludes the Summary of Minutes.*

MUNICIPAL ORDER NO. 2019 - 191

MUNICIPAL ORDER APPROVING AN
AMENDMENT TO A GRANT AGREEMENT
FROM THE COMMONWEALTH OF KENTUCKY
TRANSPORTATION CABINET FOR
TRANSPORTATION ALTERNATIVES
PROGRAM (TAP) FUNDS IN THE AMOUNT OF
\$70,226

WHEREAS, the City of Bowling Green approved Municipal Order No. 2016-76 which provided for the acceptance of a \$177,474 grant award from the Kentucky Transportation Cabinet for the Transportation Alternatives Program (TAP) for greenways path construction; and,

WHEREAS, the project consists of greenways path construction near Moss Middle School from the path on school property to the existing greenway on Creekwood Avenue; and,

WHEREAS, the project requires additional funds for construction; and,

WHEREAS, the City of Bowling Green received additional grant funds from the Kentucky Transportation Cabinet in the amount of \$70,226, or eighty percent (80%) of the total additional costs estimated at \$87,782; and,

WHEREAS, matching funds in an amount of \$17,556, or twenty percent (20%), are required and will be included in the Fiscal Year 2020 Budget Amendment Number Two in account number 310-5111-2513-330-503210; and,

WHEREAS, it is in the best interest of the City to amend a Grant Agreement with the Commonwealth of Kentucky Transportation Cabinet in order to receive these funds.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The amendment to the Grant Agreement for Transportation Alternatives Program (TAP) grant funds through the Kentucky Transportation Cabinet for greenways path construction in the amount of \$70,226 is hereby approved.

2. The City of Bowling Green agrees to provide the twenty percent (20%) match requirement

(Municipal Order No. 2019 - 191)

of \$17,556.

3. Mayor Bruce Wilkerson and all other appropriate City officials are hereby authorized and directed to act on behalf of the City to execute said amended Grant Agreement and any and all documents necessary to secure the release of funds to and accept same, and the City Manager is to act for and in the name of the City throughout the administration and performance thereof.

4. This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/29/2019, 9:30 a.m.

Brent Childers
NCS Director
Telephone: 270.393.3658
Fax: 270.901.3126
Brent.Childers@bgky.org





707 E. Main Ave
PO Box 430
Bowling Green, Kentucky 42102
www.bgky.org

Neighborhood & Community Services Department

MEMORANDUM

TO: Jeff Meisel, City Manager

THROUGH: Brent Childers, NCS Director 

FROM: Nick Cook, Grants Coordinator 

DATE: October 28, 2019

RE: Moss Middle School Greenway TAP Grant Amendment

The City of Bowling Green has been awarded an additional \$70,226 from the Kentucky Transportation Cabinet's (KYTC) Transportation Alternatives Program (TAP) for the Moss Middle School Greenway Project. We are requesting the Board of Commissioners approval to accept the amended grant award.

The City was previously awarded \$177,474 of TAP funding from KYTC to design and construct a new greenway path at the rear of Moss Middle School on Russellville Road to connect to an existing greenway on Creekwood Drive. The approximately ¼ mile greenway will provide a safe route for school students to walk or bike to school.

The total estimated construction budget has increased to \$285,000, which required the amended grant award. Matching funds of \$17,556, or 20%, is required for the grant amendment and will be included in Fiscal Year 2020 Budget Amendment Number Two in account number 310-5111-2513-330-503210.

If you have any questions, please contact me at 270-393-3659.

AGREEMENT BETWEEN
THE COMMONWEALTH OF KENTUCKY TRANSPORTATION CABINET
AND
CITY OF BOWLING GREEN
MOSS MIDDLE SCHOOL TRAIL
FED PROJ#4000-041/AUTH# 91500
CONTRACT# 16*3736/ITEM# 03-03205
PROJECT AWARD INCREASED TO \$247,700
AUTHORIZED TO DATE: \$247,700

This Amendment made and entered into by and between the Kentucky Transportation Cabinet (KYTC) and the **City of Bowling Green** (RECIPIENT) acting as an amendment to that Agreement entered into between the parties dated **May 10, 2016**.

WHEREAS, on **May 10, 2016**, the parties hereto entered into an agreement for the **Moss Middle School Trail**; and

WHEREAS, the parties desire to amend said agreement;

NOW THEREFORE, in consideration of the following promises and covenants contained herein the parties hereby agree as follows:

1. The Agreement numbered PO2-628-**1600003736** made and entered into by and between the Kentucky Transportation Cabinet (KYTC) and the Recipient is hereby modified to add federal construction funds of \$228,000.
2. The project end date is extended to **12/31/2020**
3. All other terms and conditions of PO2-628-**1600003736** shall remain in effect.

IN WITNESS WHEREOF, the parties have hereto caused these presents to be executed by their officers thereunto duly authorized:

Kentucky Transportation Cabinet

Approved as to form & legality:

Attorney
Transportation Cabinet

Date _____

Greg Thomas, Secretary
Transportation Cabinet

Date _____

Local Public Agency

Approved as to form & legality:

Attorney
City of Bowling Green

Date _____

Mayor

Date _____

ATTACHMENT A

SCOPE OF WORK AND BUDGET SUMMARY

All federally-funded projects are set up in phases (design, ROW, utilities, construction). No work can begin on any phase of a project until the CABINET provides a written notice to proceed for that phase. Funding for this project will be programmed with FHWA as each phase is approved. Effective December 26, 2014, FHWA requires a project end date for each federal project phase programmed. As each phase of the project is programmed with FHWA a supplemental agreement will be sent to the project sponsor to add the funding and adjust the project end date. Any expenditure incurred by the project sponsor after the end date will not be eligible for reimbursement. If the project sponsor requires an extension, they must notify the Administering Office thirty (30) days before the project end date.

The project scope entails the design and construction of a ¼ mile greenway path at the rear of Moss Middle School on Russellville Road, Bowling Green, Kentucky, to connect to an existing greenway on Creekwood Drive.

Supplemental #C – Adds programmed construction funding.

Supplemental #C Updated Attachment A

Phase of Work	Federal Funds	Match	Total Estimate per phase
Design (programmed w/ FHWA)	\$19,700	\$4,925	\$24,625
Construction	\$228,000	\$57,000	\$285,000
<i>Est Completed Project Total</i>	<i>\$247,700</i>	<i>\$61,925</i>	<i>\$309,625</i>

ATTACH RESOLUTION HERE

**(A resolution is only necessary if funds are being added or removed from the original project total awarded or the original terms and conditions are being altered.
It is not necessary for a contract extension.)**

MUNICIPAL ORDER NO. **2019 - 192**

MUNICIPAL ORDER AUTHORIZING THE
ACCEPTANCE OF A GRANT THROUGH THE
KENTUCKY FIRE COMMISSION TRAINING
FACILITY GRANT PROGRAM IN THE AMOUNT
OF \$67,000 FOR THE PURCHASE OF A FIRE VENT
TRAINING PROP FOR THE FIRE DEPARTMENT

WHEREAS, the Kentucky Fire Commission has grant funds available through the Training Facility Grant Program; and,

WHEREAS, Municipal Order No. 2019-62 approved the submission of an application to this program for the purchase of a fire vent training prop for the Fire Department; and,

WHEREAS, the City has been notified of an award in the amount of \$67,000; and,

WHEREAS, it is in the best interest of the City of Bowling Green to approve the acceptance of this grant from the Kentucky Fire Commission.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The acceptance of a grant through the Kentucky Fire Commission Training Facility Grant Program to purchase a fire vent training prop for the Fire Department in the amount of \$67,000 is hereby accepted.

2. Mayor Bruce Wilkerson and all other appropriate City officials are hereby authorized and directed to execute any and all documents necessary to accept this award and all documents necessary to administer the grant, and the City Manager is to act for and in the name of the City throughout the administration and performance thereof.

3. The Chief Financial Officer is hereby authorized to appropriate these funds in the Fiscal Year 2020 budget, to be formalized in the next budget amendment, and the Bowling Green Fire Department is authorized to immediately expend these funds to fulfill the purpose for which the funds were accepted.

(Municipal Order No. 2019 - 192)

4. This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/29/2019, 9:30 a.m.

Brent Childers
NCS Director
Telephone: 270.393.3658
Fax: 270.901.3126
Brent.Childers@bgky.org



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PO Box 430
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www.bgky.org

Neighborhood & Community Services Department

MEMORANDUM

TO: Jeff Meisel
City Manager

THROUGH: Brent Childers *BC*
NCS Director

FROM: Nick Cook *NC*
Grants Coordinator

DATE: October 28, 2019

RE: Kentucky Fire Commission Grant Award

The Bowling Green Fire Department (BGFD) wishes to accept funding under the 2019 Kentucky Fire Commission Training Facility Grant Program for the purchase of a fire vent training prop. The total request is for up to \$67,000. There is no matching funds requirement. We are requesting the Board of Commissioners to authorize the acceptance of this grant award at the November 5, 2019 meeting.

The fire vent training prop will be utilized primarily for ventilation training starting with the BGFD's recruiting classes for entry-level ventilation training and then later incorporated into scenarios for live fire exercises. The BGFD's shift personnel would also benefit from this prop due to the many additional features that allow personnel to train on vertical ventilation, forcible entry, and hazardous materials leak mitigation.

Versatile and mobile, the fire vent prop can be expanded for additional options to be installed for various other types of future training. This equipment gives firefighters the ability to receive valuable hands on training while remaining in service at their station.

If you have any questions, please feel free to contact me at 393-3659.



118 James Court
Lexington, KY 40505
1-800-782-6823
Fax: 859-256-3125

October 21, 2019

City of Bowling Green
Attn: Nick Cook
P.O. Box 430
Bowling Green, KY 42102

Dear Chief:

On behalf of Scott Lawson, Chairman of the Training Facility Grant Committee this letter is to inform you that your request for a Training Facility Grant has been approved for the amount of \$67,000.

The committee has requested the following information:

- The enclosed Grant Agreement must be signed and initialed, as indicated on the Grant Agreement.
- This Grant Agreement must be returned to the Kentucky Fire Commission before a grant check can be issued.

I would also remind you that you must send quarterly reports of the progress and funds spent to this office. You have twelve (12) months from the date the check is issued to show progress toward project completion or funds will be returned to the Kentucky Fire Commission.

If you have, any questions please feel free to call me at (859) 256-3481 or you may e-mail me at bruce.roberts@kctcs.edu.

Thank you for your time,

Bruce Roberts
Division Director
Kentucky Fire Commission

Enclosure

Pursuant to KRS 95A.262, the Kentucky Fire Commission has awarded City of Bowling Green, **\$67,000** as part of the Training Facility Grant Program. The terms and conditions of this award are governed by KRS 95A.262 and 739 KAR 2.030. To receive the funds in question, you must certify that you have met the requirements as set forth in Kentucky law.

By initialing beside each statement and signing at the bottom of each page, you and the organization, which you represent thereby, attest to the truthfulness and accuracy of your application, your eligibility for funds, your compliance with the law, and your authority to represent the organization. Once you have initialed, signed, and dated this document, you should maintain a copy for your records. Additionally, before you may receive the awarded grant monies, you must return the original to:

Kentucky Fire Commission
Attn: Bruce Roberts
118 James Court
Lexington, KY 40505

Your organization will not receive any payment until the Commission receives this document.

As the duly authorized agent of City of Bowling Green, I, _____, hereby certify that the following requirements of the Training Facility Grant Program have been met:

_____ The Training Facility Grant Application, Commission Form, TFG-1, has been completed and is truthful and accurate.

_____ The Organization listed above has truthfully represented its eligibility as stated in KRS 95A.262(2) & 75.400(5).

_____ The Applicant Organization accurately and honestly represented that it is an eligible entity under KRS 95A.262(5).

_____ The status of this organization was accurately listed as either a single department or as an entity comprised of "groups or associations of fire departments pursuant to KRS 95A.262(2) or 75.400(5) and 739 KAR 2:030 Section 2.

_____ The funds shall be used for one of the purposes outlined in KRS 95A.262(3) and that any changes to that purpose shall be reported to the Fire Commission.

_____ The project complies with all applicable Kentucky statutes (KRS 45.750 - .800) for capital construction projects (KRS 95A.262(3)).

NAME

DATE

- _____ The narrative submitted with the grant application accurately reflects the project for which the grant has been awarded, and all changes thereto shall be submitted to the Commission for prior approval (739 KAR 2.030 Section 3(1)(a))
- _____ The list of fire departments and other agencies using the training facility that was submitted with the Grant Application is accurate and complete and any changes shall be reported to the Commission. 739 KAR 2.030 Section 3(1)(b)
- _____ Grant Applicant has outlined the resources available to it, including land, free labor, free materials, and any other resources relevant to this funds award. (739 KAR 2.030 Section 3(1)(b))
- _____ Based on the cost of this project (**\$10,000.00 or less OR Exceeding \$10,000.00**), the organization certifies that it has complied with 739 KAR 2.030 Section 1(2) and Section 3(2)(a) or 739 KAR 2.030 Section 3(2)(b). I understand and acknowledge that such obtaining bids, quotations, or advertising are all measures to ensure the cost of this project is as low as possible.
- _____ As appropriate to this project, all regulatory requirements have been met, and any evidence of having met those requirements that this organization presented to the Commission is accurate and complete. I have checked the appropriate requirements below. I attest that those left blank do not apply.
- _____ Project is capital construction that **exceeds the cost of \$25,000.00** and the organization has complied with 739 KAR 2.030 Section 3(2)(c).
- _____ Project is for equipment expenditures exceeding \$50,000.00 and the organization has complied with 739 KAR 2.030 Section 3(2)(a),(b), &(c).
- _____ Any current or future proof submitted to the Commission of permits for electrical and plumbing installations, fuel, boiler and pressure vessel installations and any other required construction permits is accurate and complete.

In addition to the above project-specific statutory and regulatory requirements, I acknowledge and understand the following:

- _____ Grant funds may not be held longer than 12 months past the date of the grant checks issue without having made reasonable progress on the project. If insufficient progress is made in 12 months, the Commission has the right to seek reimbursement.

NAME

DATE

_____ Progress reports must be submitted to the Commission pursuant to 739 KAR 2.030 Section 4(5).

_____ 739 KAR 2.030 Section 4(5) requires maintenance of training facilities and equipment bought with grant funds and the organization shall abide by those requirements.

All statements in this Grant Agreement and in the initial application for the Training Facility Grant are true and accurate. If proven otherwise, I understand that the organization represented by my signature below shall be subject to refund of all grant monies and I, as well as any individuals serving as agents for the organization, may suffer prosecution.

NAME

TITLE

DATE

MUNICIPAL ORDER NO. 2019 - 193

MUNICIPAL ORDER APPROVING REVISIONS TO
THE EMPLOYEE MEDICAL BENEFIT PLAN FOR
EMPLOYEES OF THE CITY OF BOWLING GREEN

WHEREAS, the Employee Medical Benefit Plan ("Plan") was originally adopted by Ordinance No. BG92-30 as part of the June 1992 contract with the Center Care preferred provider network relating to employee medical benefits; and,

WHEREAS, in order to provide improvements in certain coverage, changes to manage costs, or comply with new federal regulations, changes to the Plan have since been adopted by Municipal Order Nos. 1995-178, 1997-204, 2000-128, 2001-123, 2002-41, 2003-151, 2004-98, 2005-157, 2006-95, 2007-182, 2007-373, 2008-212, 2009-82, 2009-248, 2010-226, 2017-201 and 2019-104; and,

WHEREAS, it is being recommended to amend the Employee Medical Benefit Plan to revise the current PPO Plan premiums, add a second medical plan known as the Reference Based Pricing Plan (RBP), revise the prescription plan co-pay structure and add term limits and account minimums to the retiree Health Reimbursement Account (HRA) ; and,

WHEREAS, the recommend changes will go into effect with the new plan year on January 1, 2020.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. The revisions to the City of Bowling Green Employee Medical Benefit Plan related to the medical plan design as further set out in the attached documentation is hereby approved.
2. Any and all other written policies that are inconsistent with the Employee Medical Benefit Plan, including but not limited to the Administrative Personnel Policy and Procedures Manual, are hereby amended to reflect the appropriate changes approved herein.
3. This Municipal Order shall be in full force and effect upon signature and recordation, and the revisions to the City of Bowling Green Employee Medical Benefit Plan shall be effective on

(Municipal Order No. 2019 - 193)

January 1, 2020.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/29/2019, 7:30 a.m.

MEMORANDUM

TO: Jeff Meisel, City Manager

FROM: Erin Hulsey, Human Resources Director

DATE: October 21, 2019

SUBJECT: Employee Medical Benefits Plan Premium Changes

As discussed in the Work Session during the meeting on October 15th, this memo provides explanation for the recommendation to adopt changes to the employee medical benefits plan. This memo details out changes to the plan premiums, the addition of a 2nd medical plan, changes to the prescription plan co-pay structure, and adding term limits and account minimums to the retiree Health Reimbursement Accounts (HRA). All proposed changes will go into effect January 1, 2020.

Retirement Reimbursement Account

The City of Bowling Green contributes funds to individual employee Health Reimbursement Accounts for every year they are a member of the PPO Plan. Upon retirement, employees are allowed to utilize the funds in their account towards continued healthcare expenses. However, it's fairly common for retirees to forget about the funds or for their balances to decrease to a level that is no longer beneficial. Due to the cost of maintaining these HRA accounts, many of which have been unused for years, I am recommending that the City implements a limit of 2 years from the date of retirement for a retiree to use their left over HRA funds. It is also recommended that the account be closed if it decreases below \$150. Any retiree with a balance will be notified of the change and will be offered 2 years to use the funds in their accounts.

New Plan Design as a 2nd option

A new plan is being recommended as a second plan to the PPO. The plan will be referred to as Reference Based Pricing Plan or RBP. Under this type of plan the City's Third Party Administrator (TPA), MedBen, will reimburse the providers at a fair and reasonable rate based off a stationary reference point. The reference point of payment that will be used is Medicare. In order to create a worry free process for employees, the City sought out local healthcare partners to join in a contract with the City. The contract includes a reimbursement rate that is agreeable to all parties resulting in no danger of balance billing to the employees or plan. The City was successful in negotiating a plan with the Center Care network which includes the Medical Center, Graves Gilbert physicians, Norton Hospital in Louisville, Vanderbilt Hospital in Nashville, TN, and UK Healthcare in Lexington.

Due to this different reimbursement strategy, the City does not need to partner with a network to negotiate discounts thus plan members may seek treatment from any provider without the worry of operating within a network. The plan is easy for members to use because their only financial responsibilities are co-pays. Participants of the RBP will not receive future contributions to their HRA account, but employees will be able to use their remaining HRA balance towards any co-pay over \$150. The two available plans are listed side by side in an attachment.

The reason we are seeking alternative solutions to the PPO Plan is due to the increasing expenses of our medical plan year over year. In a recent financial update, the City's payment of medical claims in the first quarter is up 41% over the same period of time last year. This type of growth is unprecedented and will be challenging to continue funding without changes to our plan. If most of the employees switched to the Reference Based Pricing Plan the City could start to see plan cost increases slowing or plateauing. The City's TPA, MedBen, has had over six years of experience administering reference based pricing plans. HST is a partner of MedBen that has the ability to negotiate with uncooperative providers in order to swiftly negotiate balance bills. For reference on other government agencies moving in the direction of this type of medical plan, please see the article attached regarding the State of North Carolina.

Plan Premiums

Based on financial calculations, the City will spend less money on claims in the Reference Based Pricing Plan and therefore have designed premiums to encourage employees to participate in this plan. Premiums for the new RBP in 2020, will be the same as current premiums. If employees elect to stay with the PPO plan their premiums will increase by 50%. Based on recent surveys from government agencies in Kentucky and Tennessee, the premiums paid by our employees in either plan continue to be a fraction of the average cost of plans surveyed. The attachment includes the new monthly premiums recommended for the plans starting in January 2020.

Prescription Co-pays

New Co-pay Structure

- Over the Counter (OTC) Program
The City currently has an OTC program in place that allows members to fill a handful of common OTC medications with a prescription for \$1. Beginning January 1, 2020, the City Care Center will stock these OTC medications and employees will be able to receive them at no cost by making an appointment with a City Care physician. If an employee follows the same procedures as today they will be able to fill their OTC at the pharmacy for \$5.00.
- Tier 1 Low cost generics
There is no recommended change to this program.
- Tier 2, 3 & 4
The City plans to change the flat dollar co-pays in this category to a percentage of the cost of the prescription. A new Pharmacy Benefit Manager (PBM) partner, TrueRx, utilizes cost comparison tools to help employees find the lowest cost to fill prescriptions. Additionally they partner with RX Help Centers as a way to find non-traditional funding for employees with high prescription co-pays. Details are in the attachment.
- Tier 5 – The City has created an additional tier for supplies related to the treatment of diabetes. The co-pay will be a flat dollar amount of \$35.00, for a 30-day supply and \$70.00, for a 90-day supply. This will include test strips, insulin and syringes.

Non-preferred Pharmacy Network

Beginning January 1, 2020, the City will have a non-preferred network of pharmacies that include Walgreens, CVS and Rite Aid. Any prescription filled at these pharmacies will have an additional \$15 fee associated with them. The reason for this is because prescriptions cost more from these pharmacies due to their mark up and lack of discounts.

Medical Plans

SERVICES	PPO PLAN (current)	RBP PLAN (new)
Deductibles		
Single	\$1,000	NA
Family	\$2,000	NA
Co-insurance	80%/20%	NA
Out of Pocket Maximums		
Single	\$3,000	\$3,000
Family	\$6,000	\$6,000
Physicians Services		
Primary Care (PCP)	Deductible/Co-Insurance	\$30
Specialist	Deductible/Co-Insurance	\$40
Office-Based Surgery	Deductible/Co-Insurance	\$75
Allergy Injections	Deductible/Co-Insurance	\$5
Hospital Services		
Inpatient Services	Deductible/Co-Insurance	\$500 (Medical Center) \$750 (all other facilities)
Emergency Room (Bona Fide True Emergency)	\$250 Co-Pay (applies to OOP Max but not deductible), then 80%	\$250 (true emergency) \$500 (non-true emergency)
Urgent Care	Deductible/Co-Insurance	\$50
Outpatient Services		
MRI, CT, & PET Scans	Deductible/Co-Insurance	\$150 (Medical Center) \$250 (all other facilities)
Outpatient Surgery	Deductible/Co-Insurance	\$250 (Medical Center) \$350 (all other facilities)
Physical, Occupational, & Speech Therapy	Deductible/Co-Insurance	\$30
Outpatient Dialysis	Deductible/Co-Insurance	\$50
Chemo/Radiation	Deductible/Co-Insurance	\$40

Sleep Studies	Deductible/Co-Insurance	\$250 (Medical Center) \$350 (all other facilities)
Other Medical Services		
Chiropractic Care	Deductible/Co-Insurance	\$30 \$40 (initial visit)
Skilled Nursing	Deductible/Co-Insurance	\$500 (Medical Center) \$750 (all other facilities)
Home Health Care	Deductible/Co-Insurance	\$0
Hospice Services	Covered 100%	\$0
Private Duty Nursing	Deductible/Co-Insurance	\$0
Durable Medical Equipment	Deductible/Co-Insurance	\$50
Ground Ambulance	Deductible/Co-Insurance	\$50
Air Ambulance	Deductible/Co-Insurance	\$250
Routine Foot Care	Deductible/Co-Insurance	\$40
Annual Health Reimbursement Arrangement (HRA) Amounts		
Individual	\$1,000	NA
Family	\$2,000	NA
Individual Max HRA Accrual	\$7,800	\$7,800
Family Max HRA Accrual	\$13,100	\$13,100
PREMIUMS	PPO PLAN	RBP PLAN
Employee Only Premium Per Month	\$35.00	\$23.33
Employee + One Premium Per Month	\$68.75	\$45.83
Family Premium Per Month	\$101.88	\$67.92

HEALTH REIMBURSEMENT ARRANGEMENT (HRA)

The Health Reimbursement Arrangement (HRA) Plan is an account funded by the City of Bowling Green that employees can use to be reimbursed for eligible medical expenses during the plan year. Eligible expenses for which you can be reimbursed are Qualified Medical Services that are applied to your in-network deductible and co-insurance, with the exception of co-pays. Qualified Medical Services are medical services that diagnose, cure, treat, or prevent disease or affect any structure or function of the body. HRA claims must be submitted within 12 months of the service date. Any claims with service dates greater than one year will be denied.

Employees electing the medical PPO Plan individual coverage will receive \$1,000 in their account on January 1 of each year. **Employees electing the medical PPO Plan** employee + one or family coverage will receive \$2,000. Employees hired during the plan year and elect the medical PPO Plan will receive a prorated amount based on the months employed in the plan year. Any unused amounts will rollover to the next plan year. Employees electing the Reference Based Pricing (RBP) Plan will not get additional HRA contributions. Members electing the RBP Plan can utilize their balance (if applicable) to reimburse co-pays of \$150 or higher. The account maximum for both medical plans is single \$7,800 and family \$13,100.

If an employee retires from the City of Bowling Green, amounts remaining in the HRA can be used to reimburse any Section 213 eligible expense. Qualified Section 213 expenses are medical services that are considered to be medically necessary or prescribed by a licensed practitioner and the cost of which may be reimbursed or reimbursable under any other medical benefit plan to the extent available, before benefits of the plan are available for reimbursement. Claim forms for current and retired employees are on the City's intranet, the CLICK, or can be obtained from the City's Human Resources Department.

Effective 01/01/2020 retirees will have 24 months from the date of retirement to use the amount in the HRA. Any remaining amount after the 24 month period will be forfeited. If a retiree's balance drops below \$150 (reviewed at the beginning of each plan year) the account will be forfeited.

PRESCRIPTION PLAN

Type	30 Day Supply	90 Day Supply
OTC (Claritin, Claritin-D, Loratidine, Abreva, Prilosec-OTC, Alavert, Alaway-OTC, Zaditor-OTC, Zyrtec-OTC, Zyrtec-D-OTC, Slo-Niacin, Allegra, Allegra D, Prevacid-24, Zegerid OTC, Nexium OTC) <i>NOTE: Prescription Nexium is only available for children under 13 years of age</i>	\$5 (Walgreen's/CVS/Rite Aid + \$15)	\$10 (Walgreen's/CVS/Rite Aid + \$15)
Tier 1 (Generic)	\$7 (Walgreen's/CVS/Rite Aid + \$15)	\$14 co-pay (Walgreen's/CVS/Rite Aid + \$15)
Tier 2 (Preferred Brand)	20 % (Walgreen's/CVS/Rite Aid + \$15)	20 % (Walgreen's/CVS/Rite Aid + \$15)
Tier 3 (Non-Preferred Brand)	20 % (Walgreen's/CVS/Rite Aid + \$15)	20 % (Walgreen's/CVS/Rite Aid + \$15)
Tier 4 (Specialty)	20 % (Walgreen's/CVS/Rite Aid + \$15)	NA
Tier 5 (insulin, test strips, syringes)	\$35	\$70

The City's new Pharmacy Benefits Manager (PBM) will be TrueRx. MedBen and TrueRx will work together to transfer pre-authorizations still in effect.

- Member Help Desk: 866-921-4047
- All Rx Information is on your Medical Identification card
- Pharmacies will need to be given new Rx information for prescriptions filled on or after 1/1/20
- MedBen and TrueRx will work together to transfer pre-authorizations that are still in effect.

(The Pilot) – State Treasurer Dale R. Folwell announced the State Health Plan will launch a new medical reimbursement strategy for North Carolina providers that care for plan members. This effort is part of a longer term strategy to take advantage of the plan's "largeness" to keep rising health care costs under control while promoting quality care, transparency and affordability.

For decades, the state plan has used Blue Cross and Blue Shield of North Carolina's commercial network of providers. **Blue Cross NC and medical providers consider fee schedules, what they charge, associated with this network to be "confidential."** Subsequently, the fees charged for medical services are not provided to the plan or its members **despite the fact that there are state and federal guidelines that demand transparency.**

"We're going to be asking a little from a lot of people, and a lot from a few. I'm asking health care providers in the state to help us sustain this benefit for teachers, public safety officers and other public servants," Folwell said. "For years, the **plan has paid medical claims after the fact without knowing the contracted fee. It is unacceptable, unsustainable and indefensible.** We aim to change that. This new pricing model will help us **ensure the delivery of quality care to our members and better control health care costs, preserve the sustainability of the Plan, and promote transparency** for Plan members and state taxpayers like them."

Starting on January 1, 2020, the plan will move away from a commercial-based payment model to a reference-based government pricing model based on a percentage of Medicare rates to reimburse health care providers for their services.

The state plan is a government payer like Medicare. Medicare is the largest health care payer in the country and the plan is one of the largest in the state. Medicare also provides a standard reimbursement measurement that is transparent and adjusts for provider differences. Reference-based pricing is intended to provide transparency in provider rates by indexing fees to a published schedule. The movement to a referenced-based pricing model aligns the Plan appropriately as a government instead of a commercial payer.

The overall goal of the plan is to offer quality health care to its members and to generate savings of \$300 million, making it possible for the plan to reduce premiums and make the plan more affordable for state employees and their dependents. This will result in savings for plan members of over \$60 million.

The state plan, with an annual budget of \$3.3 billion, looks forward to working with health care providers on this strategy that creates a system that is more transparent and predictable than how providers are paid today. The plan also expects that some providers will see fee increases under the new rate structure, such as Primary Care Providers, Mental Health Providers and Critical Access Providers.

"We have enough money, needs and providers to lead the nation in improving the quality of care, increasing transparency and reducing costs," Folwell said. "Many have been talking about this for years and calling for 'someone' to do 'something' about this problem. The time to act is now." Specifically, Folwell noted that it's been:

- More than seven years since, the State Employees Association of North Carolina asked the state for a transparent billing system by linking provider reimbursement rates to Medicare (pg.12).
- Six years since the Pulitzer-nominated Raleigh News and Observer and Charlotte Observer published a series on how non-profit hospitals are making a fortune off the state's citizens during a recession.
- Seven years since the Office of State Auditor issued a performance audit of the Plan noting that "... the Plan is at risk for overpaying medical claims because the Plan's auditors do not have

access to BCBSNC contracts and cannot independently verify that the Plan receives the proper contractual discounts from BCBSNC's provider network."

- Forty years since State Treasurer Harlon Boyles said "... runaway medical costs, and the absence of actuarial findings of retiree medical benefits, will soon result in public-sector obligations that could easily dwarf the unfunded liabilities of the public-provided pension and retirement plans."
- Decades that state employees, retirees and taxpayers have been subsidizing hospital profits through "cost shifting", despite the fact that the state plan is a government payer.

Letters announcing this strategy were sent to providers this week, outlining their new reimbursement rate. Providers were asked to express their interest in partnering with the plan on this new rate strategy. Once the new transparent rates are in effect, providers choosing not to partner with the plan will no longer be considered in-network providers for the plan and its members, which will result in higher out-of-pocket costs for members who seek care with out-of-network providers.

"It's not enough to just talk about it, someone has to fix it," Folwell said. **"If they are not willing to provide health care to teachers, public safety officers and others who provide the core functions of government at a reasonable profit, then shame on them."**

The State Health Plan, a division of the N.C. Department of State Treasurer, provides health care coverage to more than 727,000 teachers, current and former lawmakers, state university and community college personnel, retirees and their dependents.

<https://www.hstechnology.com/state-health-plan-launches-new-provider-reimbursement-effort/>

MUNICIPAL ORDER NO. 2019 - 194

MUNICIPAL ORDER APPROVING AND
AUTHORIZING OUT-OF-TOWN TRAVEL
EXPENSES FOR CITY MANAGER JEFFERY
MEISEL TO ATTEND THE INTERNATIONAL
CITY/COUNTY MANAGEMENT ASSOCIATION
CONFERENCE IN NASHVILLE, TENNESSEE

WHEREAS, the City of Bowling Green, Kentucky travel policy as stated in the Financial Policies and Procedures requires approval by Municipal Order of all out-of-town expenses exceeding \$25.00 for the City Manager and all members of the Board of Commissioners prior to any reimbursement of expenses.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. Travel expenses for City Manager Jeffery Meisel totaling \$1,522.15 for travel to Nashville, Tennessee on October 20 – 23, 2019 to attend the International City/County Management Association Conference are herein confirmed, with \$1,522.15 being charged directly to budgetary accounts as evidenced and reconciled by the Out-of-Town Expense Report dated October 25, 2019 attached hereto and made a part hereof.
2. This Municipal Order shall be in full force and effect upon signature and recordation.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/28/2019, 10:00 a.m.

Summary Out-Of-Town Expense Form

Board of Commissioners and City Manager

This form will be filled out by the Department of Finance (Department) upon receipt of actual expense forms and information reported by each member of the Board of Commissioners and the City Manager on City Travel Forms, filed with the Department, for each out-of-town trip. This form will then be submitted to the Board of Commissioners for retroactive approval of expenses listed below by Municipal Order

Official: Jeff Meisel

City & State Nashville, TN

Trip Dates: October 20 thru October 23, 2019

Purpose of Trip: ICMA Conference

EXPENSE SUMMARY

Transportation:	\$
Lodging:	\$ 768.15
Meals	\$ 188.00
Registration fees:	\$ 520.00
Mileage reimbursement:	\$ 0
Car rental:	\$ 0
Miscellaneous:	\$ 46.00
Parking	
Total expenses reported:	<u>\$ 1,522.15</u>
 Total expenses claimed:	 <u>\$ 1,522.15</u>
Cash advances:	<u>\$ 1,522.15</u>
Reimbursable to Official, or	<u>\$ 0</u>
Reimbursable to City	<u>\$ 0</u>
 Net cost to City:	 <u>\$ 1,522.15</u>

Travel expenses reconciled with Department on October 25, 2019 By: Esther Mullins

Received by Chief Financial Officer: Kathleen Waugh

Attachment to Municipal Order No: _____

City of Bowling Green, Kentucky Travel Form

(This form must be completed and approved prior to departure date)

Revised 7/1/2016

Travel Authorization Section

Travel Number: <u>4040-32</u>	One Day Travel? Select one: YES NO
Date of this Request: 6/28/2019	Department Name: City Manager
Employee Name: Jeff Meisel	

Monies for this travel are available in the following Account Number:

Fund:001	Dept: 1211	Project:	Location:503710	Item:
Destination of Travel: Nashville, TN				
Purpose of Trip: ICMA				
Date of Departure: 10/20/2019		Time of Departure: noon		
Date of Return: 10/23/2019		Time of Return: 2 p.m.		

I certify that this travel is necessary and official business connected with my City duties. I understand the City's out of town travel policy and the requirements to secure receipts and submit to the City to justify the cost of this travel. A copy of all materials, such as announcements, registration forms, etc., must be submitted with this form when filed with the Department of Finance.

I further understand that, without appropriate receipts, my charges to the department may be denied and I would be liable to the City for all ineligible expenses and would have to refund any cash advances received for this travel. I also understand that if my travel is cut short, I must refund any unused cash advances, including per-diem meal allowances, to the City.

Additionally, by signing below I understand and acknowledge Section 3-4.7 (b) of the Personnel Policy and Procedures relating to reimbursement of training costs. The policy states that any employee who leaves employment within 90 days of return from training with a registration cost greater than \$1,000 will be required to reimburse the City a pro-rated portion of the training costs.

Employee Signature: <u>[Signature]</u>	Date Signed: <u>7-2-19</u>
Senior Manager or Designee Signature:	Date Signed:
CFO Signature (CM travel only): <u>[Signature]</u>	Date Signed: <u>7/2/2019</u>

Travel Expense Reconciliation - Complete after Travel

A. Total Actual Expenses (from Travel Expense Report, Sum of All Totals-Actual)	<u>1522.15</u>	\$0.00
Comprised of:		
Transportation	<u>46</u>	0.00
Registration Fee(s)	<u>520</u>	0.00
Lodging	<u>748.15</u>	0.00
Per Diem meal expense	<u>188</u>	0.00
Miscellaneous		0.00
Personal vehicle mileage reimb		0.00
B. Less: Prepaid/Advanced Expenses (from Travel Expense Report, Sum of All Totals-Prepaid)	<u>208.00</u>	0.00
C. Less: City Procurement Card charges	<u>814.15</u>	\$0.00
D. Subtract Items B and C from Item A and enter here:	<u>0</u>	\$0.00

If Positive (+): Total due to Employee, OR if Negative (-): Total due to City
 *Total will correspond to Due to Employee (City) amount from Travel Expense Report

Page 1

THIS COMPLETED FORM IS DUE TO FINANCE: 5 WORKING DAYS PRIOR TO DEPARTURE FOR ADVANCES AND RECONCILED FORM IS DUE WITHIN 5 WORKING DAYS OF RETURN FOR CLOSEOUT

City of Bowling Green, Kentucky Travel Form

Revised 7/1/2016

Travel Advances, Prepayments, & Expense Report

Transportation	PREPAID/ADVANCED EXPENSES		ACTUAL EXPENSES		NET DUE	
	Expense Amt	Paid to:	Expense Amt	Paid to:	(Actual - Prepaid)	
Airfare					0.00	
Parking & Tolls			46.00		46 0.00	
Taxis/transit					0.00	
Auto Rental					0.00	
Gas					0.00	
Total Transportation		0.00	46	0.00	46 0.00	
Registration Fee						
Registration Total	520.00		520		0 - (520.00)	
Lodging						
Hotel Total			768.15		768.15 0.00	
Meals	Per Diem Rate X	# of Occurrences	= EST Per Diem	Per Diem Rate X	# of Occurrences	= Actual Per Diem
Breakfast	14	3	42 0.00			0.00
Lunch	16	3	48 0.00			0.00
Dinner	26	3	78 0.00			0.00
Incidental	5	4	20 0.00			0.00
Total Per Diem	0.00		188 0.00	0.00	188 0.00	0 0.00
Miscellaneous/Other Business Expenses - Must specify						
						0.00
						0.00
Total Miscellaneous			0.00		0.00	0.00
Personal Vehicle Mileage						
Actual Miles						0.00
X Rate per Mile			0.545		0.545	0.545
Total Mileage			0.00		0.00	0.00
	Prepaid/Advanced Total**		Actual Total*			
Sum of all totals	\$520.00	108	\$0.00	1522.15	814.15	(\$520.00)
			Less: City PCard charges made during trip (use neg. # in cell)		814.15	
			DUE EMPLOYEE or (DUE CITY)		0	(\$520.00)

* Line A of Travel reconciliation

** Line B of Travel reconciliation

Prepaid/Advanced Expense Approvals (sign when advance/pre-payment is requested):

Employee Signature

John Meisel

Date 10-15-19

Sr Manager or Designee

Date

Finance Dept Review

Esther Mullins

Date 10-15-19

Reconciliation Approval (sign when travel has been reconciled & completed):

Employee Signature

John Meisel

Date 10-23-19

Sr Manager or Designee

Shirley DeWard

Date 10/25/2019

Finance

Esther Mullins

Date 10-25-2019

[\(https://conference.icma.org/\)](https://conference.icma.org/)

Schedule

Schedule-At-A-Glance

One-and-a-half days of pre-conference and three days of conference

1 Saturday
October 19, 2019 (Preconference)

⌚ 6:30am – 7:30am

Yoga

2 Sunday
October 20, 2019

⌚ 7:00am – 8:15am

Inspirational Breakfast

⌚ 8:00am – 5:00pm

Registration and Host Committee Desk Open

3 Monday
October 21, 2019

⌚ 8:30am – 9:30am

Keynote Session

⌚ 9:30am – 4:00pm

Exhibit Hall open (with break @ 9:30 am)

4 Tuesday
October 22, 2019

⌚ 9:45am – 10:45am

Solutions Track Sessions

5 Wednesday
October 23, 2019

⌚ 9:45am – 10:45am

Sessions

⌚ 9:45am – 11:00am

Learning Lab Sessions

⌚ 9:45am – 12:15pm

Field Demos

⌚ 10:00am – 12:30pm

Partners Brunch and Session

⌚ 11:00am – 12:00pm

Solutions Track Sessions

⌚ 11:15am – 12:30pm

Assistants' Luncheon

⌚ 11:00am – 12:00pm

Sessions

⌚ 11:00am – 12:00pm

Roundtables

⌚ 12:00pm – 1:15pm

Exhibit Hall non-compete (with lunch @ 12:00-12:45pm)

⌚ 12:30pm – 1:30pm

Solutions Track Sessions

⌚ 12:45pm – 4:00pm	Field Demos
⌚ 1:15pm – 2:15pm	Sessions
⌚ 1:15pm – 2:15pm	Featured Speaker
⌚ 1:45pm – 2:45pm	Solutions Track Sessions
⌚ 2:30pm – 3:30pm	Sessions
⌚ 2:30pm – 3:45pm	Learning Lab Sessions
⌚ 3:00pm – 4:00pm	Solutions Track Sessions
⌚ 4:00pm – 5:00pm	Sessions
⌚ 4:00pm – 5:00pm	Roundtables
⌚ 4:00pm – 5:30pm	Assistants' Forum
⌚ 5:15pm – 6:15pm	Celebration of Service Reception
⌚ 5:30pm – 7:30pm	State/Alumni/Affiliate Receptions (Omni)

ABOUT ICMA

ICMA's vision is to be the leading association of local government professionals dedicated to creating and supporting thriving communities throughout the world. [\[Read More\]](https://icma.org/about-icma) (<https://icma.org/about-icma>)

CONTACT US

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[202.962.3680 \(tel:2029623680\)](tel:2029623680)

[icma.org \(http://www.icma.org\)](http://www.icma.org)

[Contact Form \(https://icma.org/forms/contact-us\)](https://icma.org/forms/contact-us)

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Schedule

Schedule-At-A-Glance

One-and-a-half days of pre-conference and three days of conference

1	Saturday <u>October 19, 2019 (Preconference)</u>	⌚ 6:30am – 7:30am	Yoga
2	Sunday <u>October 20, 2019</u>	⌚ 8:00am – 5:00pm	Registration and Host Committee Desk Open
		⌚ 8:30am – 9:30am	Keynote Session
3	Monday <u>October 21, 2019</u>	⌚ 9:30am – 2:00pm	Exhibit Hall open (with break @ 10:00 am)
4	Tuesday <u>October 22, 2019</u>	⌚ 9:45am – 10:45am	Sessions
		⌚ 9:45am – 11:00am	Learning Lab Sessions
5	Wednesday <u>October 23, 2019</u>	⌚ 10:15am – 11:15am	Solutions Track Sessions
		⌚ 11:00am – 12:00pm	Sessions
		⌚ 11:00pm – 12:00pm	Roundtables
		⌚ 11:30am – 12:30pm	Solutions Track Sessions
		⌚ 12:45pm – 4:00pm	Field Demos
		⌚ 12:30pm – 1:15pm	Exhibit Hall non-compete (with lunch @ 12:30–1:15pm)
		⌚ 1:00 pm – 2:00pm	Solutions Track Sessions
		⌚ 1:30pm – 2:30pm	Educational Sessions
		⌚ 1:30pm – 2:30pm	Featured Speaker
		⌚ 2:45pm – 3:45pm	Educational Sessions

🕒 2:45pm – 4:00pm

Learning Lab Sessions

🕒 5:30pm – 9:30pm

Tuesday Evening Event: Wildhorse Saloon

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ORDINANCE NO. **BG2019 - 50**

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 15
(BUSINESS AND GENERAL REGULATIONS) OF
THE CITY OF BOWLING GREEN CODE OF
ORDINANCES TO ADD SUBCHAPTER 15-8
(REGULATION OF MOBILE FOOD VENDORS AND
PUSHCARTS ON PUBLIC RIGHTS-OF-WAY) AND
CHAPTER 27 (PROPERTY CODE), SUBCHAPTER
27-8 (PENALTIES) RELATED TO MOBILE FOOD
UNITS AND PUSHCARTS

WHEREAS, food trucks are an expanding business operating on public rights-of-way; and,

WHEREAS, City staff drafted an ordinance providing for regulations of food trucks using public rights-of-way, met with food truck owners and operators to obtain input on the draft ordinance and presented the draft ordinance to the Board of Commissioners at the September 16, 2019 Fall Retreat/Special Work Session; and,

WHEREAS, it is in the best interest of the City to adopt an ordinance providing for regulations of mobile food vendors and pushcarts operating on public rights-of-way.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. Chapter 15 (Business and General Regulations) is hereby amended as follows:

15-8 REGULATION OF MOBILE FOOD VENDORS AND PUSHCART
VENDORS ON CITY RIGHTS-OF-WAY.

15-8.01 Definitions.

Unless the context requires otherwise, the following terms as used in this Subchapter shall have the following meanings:

“Downtown Square Area” shall mean the Fountain Square and adjacent area to include the area bounded by 8th Avenue to 10th Avenue and College Street to State Street.

“Mobile Food Unit” shall mean a food establishment which is on wheels, is mobile and self-

(Ordinance No. BG2019 - 50)

propelled as a licensed vehicle from which is sold both prepared and pre-packaged consumable foods and which conducts business on public streets within the City of Bowling Green. Mobile Food Unit shall also include food concession trailers pulled by licensed vehicles which are used to prepare or sell consumable foods. Mobile Food Unit shall include ice cream vehicles.

“Mobile Food Unit Vendor” shall mean any person or business entity who conducts business from a Mobile Food Unit on public streets within the City of Bowling Green.

“Pushcarts” shall mean a non-self propelled mobile food unit that is lightweight enough, designed and intended to be moved by one person that typically serves foods such as fruit, popcorn, drinks, hot dogs, flavored ice or pre-wrapped foods.

“Pushcart Vendor” shall mean any person or business entity who conducts business from a Pushcart on public sidewalks within the City of Bowling Green.

18-8.02 Mobile Food Unit Vendor Regulations.

a. Mobile Food Unit Vendors and Pushcart Vendors shall be subject to and shall comply with all City of Bowling Green business registration requirements and shall not be delinquent on any fees or taxes owed to the City. Mobile Food Unit Vendors and Pushcart Vendors shall also comply with all other federal, state and local laws, rules and regulations including, but not limited to, Health Department and Fire Department laws and regulations.

b. Mobile Food Unit Vendors using public streets in the City of Bowling Green outside the Downtown Square Area shall operate only in authorized on-street parallel parking spaces and shall not occupy more than two (2) consecutive parallel parking spaces. Mobile Food Units shall not be parked for longer than four (4) hours and shall not park any closer than ten (10) feet from any structure. Except as authorized in this Subchapter, Mobile Food Unit Vendors shall not park any Mobile Food Unit in a manner which prohibits others from parking in otherwise available spaces or areas or park in any manner that prohibits or hinders the ability of other drivers to safely enter or exit any street or alley or to observe

(Ordinance No. BG2019 - 50)

posted traffic signs or signals. Mobile Food Units may operate on public streets outside the Downtown Square Area in the City of Bowling Green from 6:00 a.m. to 12:00 a.m. each day.

c. Mobile Food Unit Vendors using public streets in the City of Bowling Green within the Downtown Square Area may operate in authorized on-street parallel parking spaces from 6:00 a.m. to 5:00 p.m. Mobile Food Unit Vendors shall not occupy more than two (2) consecutive parallel parking spaces and shall not park for longer than two (2) hours. Except as authorized in this Subchapter, Mobile Food Unit Vendors shall not park any Mobile Food Unit in a manner which prohibits others from parking in otherwise available spaces or areas or park in any manner that prohibits or hinders the ability of other drivers to safely enter or exit any street or alley or to observe posted traffic signs or signals. Any Mobile Food Unit operating in the Downtown Square Area after 5:00 p.m. shall park only in signed and designated loading and unloading zones and shall not operate after 2:30 a.m. All Mobile Food Units shall not be parked closer than ten (10) feet from any structure.

d. Pushcart Vendors may operate on public sidewalks in the City of Bowling Green. Pushcart Vendors shall not operate on public streets, roads or alleys. Pushcart Vendors shall not impede the ingress or egress of any driveway or the entrance into any building. Pushcart Vendors shall not obstruct pedestrian space and shall maintain at a minimum five (5) feet of sidewalk space for pedestrian passage adjacent to the pushcart. Pushcart Vendors may operate on public sidewalks in the City of Bowling Green from 6:00 a.m. to 12:00 a.m. each day and shall not remain at the same location for longer than four (4) hours.

e. No Mobile Food Unit or Pushcart shall operate in violation of the above provisions unless allowed pursuant to an approved special event application. During special events, no Mobile Food Unit or Pushcart shall occupy any permitted special event location without the consent of the management of the special event.

f. No Mobile Food Unit or Pushcart shall be left unattended or allowed to park on

(Ordinance No. BG2019 - 50)

public streets or sidewalks in the City of Bowling Green overnight and any such Mobile Food Unit or Pushcart left unattended or parked overnight may be towed or removed at the City's discretion. All Mobile Food Unit Vendors and Pushcart Vendors shall promptly cease operations and remove the Mobile Food Unit or Pushcart upon request by appropriate City officials.

g. Mobile Food Unit Vendors or Pushcart Vendors shall only use lighting which is affixed to the Mobile Food Unit or Pushcart and which does not cause any glare that creates a public hazard, nuisance or distraction to other vehicles or neighboring businesses. No flashing, strobe or neon lighting shall be permitted.

h. Mobile Food Unit Vendors and Pushcart Vendors shall supply their own electrical power and shall not connect to City power outlets.

i. The operator of any Mobile Food Unit shall possess a valid driver's license and shall provide that license upon request by any authorized City official.

j. Mobile Food Units and Pushcarts shall at all times operate in a manner that ensures the safety of patrons, pedestrians and the public. All operations of authorized Mobile Food Units shall serve customers only from the side of the Mobile Food Unit that is parked abutting and parallel to the curb and from the side opposite of the flow of traffic. No Mobile Food Units or Pushcarts shall solicit drive-through service or solicit or make any sales to occupants of vehicles nor shall Mobile Food Units or Pushcarts operate in a manner to cause congestion that impedes pedestrian or vehicle traffic or interferes with the public use of any rights-of-way, sidewalks or public benches. No tables, chairs or similar property shall be permitted on public property. No cords, cables or wires shall be attached to any part of the Mobile Food Unit, trailer or Pushcart that cross any public sidewalk or street.

k. The Mobile Food Unit or Pushcart shall provide its own waste and recycling containers in sufficient size to collect all waste and recyclables generated by the Mobile Food Unit or Pushcart. The operator of the Mobile Food Unit or Pushcart shall remove all garbage, trash, paper, cups,

(Ordinance No. BG2019 - 50)

cans or litter from the immediate area around the Mobile Food Unit or Pushcart. No waste shall be disposed of in public waste receptacles. No hoses or drainage of grease traps or similar liquids shall be drained into any storm water drainage system and all such liquids shall remain on the Mobile Food Unit or Pushcart until properly disposed.

l. Mobile Food Unit Vendors and Pushcart Vendors shall be responsible for any damage to public property or public streets caused by the operation of the Mobile Food Unit or Pushcart, including, but not limited to, damage due to stakes, rods or other support methods.

m. Appropriate City inspectors, fire inspectors and police officers shall be authorized to inspect the permitted Mobile Food Unit or Pushcart without notice and without consent during normal operating hours.

n. All Mobile Food Units and Pushcarts shall be subject to Subchapter 9-3 (Noise) of the City of Bowling Green Code of Ordinances. Sound absorbing devices are recommended to contain or deflect the noise from generators. All Mobile Food Unit generators shall be rated at or below 80 decibels. Amplified music is not permitted.

o. Consent for Mobile Food Units or Pushcarts to operate on other City property to include City parking lots and parks shall be obtained from the Parks and Recreation Director for the use of any park property and from the Assistant City Manager / CFO for all other City properties prior to operating on such City property. The City may impose conditions for the approval of such requests as it deems necessary for health and safety and to mitigate the impact of vending that conflicts with City operations. The City has the authority to limit or prohibit such operation on other City properties.

15-8.03 Permits.

a. No person, firm, partnership, corporation or other business entity shall operate a Mobile Food Unit or Pushcart on public rights-of-way in the City of Bowling Green without a Mobile Food Unit Vendor or Pushcart Vendor permit issued by the City of Bowling Green Finance Department.

(Ordinance No. BG2019 - 50)

Each Mobile Food Unit or Pushcart shall require a separate permit (a vehicle pulling a trailer constitutes one Mobile Food Unit). Each permit shall be valid for a twelve (12) month calendar period beginning on January 1st of each year unless suspended or revoked. Upon approval of the permit application, the Mobile Food Unit or Pushcart shall be issued a unique colored coded sticker for that calendar year and this sticker shall be affixed to the Mobile Food Unit or Pushcart in a publicly visible location. Mobile Food Unit Vendors and Pushcart Vendors shall renew permits with the City prior to the end of any twelve (12) month term and shall be in compliance with the provisions of this Subchapter prior to being issued a renewal permit.

b. The Mobile Food Unit or Pushcart permit application shall be submitted with an annual fee of three hundred dollars (\$300) along with the name, business address and contact information for the applicant. Any permit issued on or after July 1 of any calendar year shall pay a permit fee of one hundred and fifty dollars (\$150) for the remainder of that year. The application shall also include a copy of the City of Bowling Green's business registration and documentation showing that the Mobile Food Unit or Pushcart has been inspected and approved by the City of Bowling Green Fire Department and the Health Department if applicable. The application shall also include the Mobile Food Unit license number, description, vehicle identification number and proof of the Mobile Food Unit automotive insurance. The Mobile Food Unit or Pushcart permit application shall contain proof of required liability and other insurance required by this Subchapter.

c. Each Mobile Food Unit Vendor or Pushcart Vendor issued a permit shall agree to hold the City of Bowling Green and its officials, officers and employees harmless and to indemnify and defend the City against all claims, damages, losses and expenses, including attorney's fees, resulting from the permitted activity. Each Mobile Food Unit Vendor or Pushcart Vendor also agrees to indemnify and hold harmless the City of Bowling Green and its official, officers and employees for bodily injury, disease or death, or injury to or destruction of property, including the loss of use there from and/or breach

(Ordinance No. BG2019 - 50)

of contract that is not caused by any negligent act or omission of willful misconduct of the City or its officials, officers and employees acting within the scope of their employment.

d. The Mobile Food Unit Vendor or Pushcart Vendor shall not commence work until all insurance has been obtained and copies of policies or certificates thereof are submitted to and approved by the City of Bowling Green's Human Resources & Risk Management Department. Prior to commencing work, the Vendor shall maintain continuous liability coverage written on an occurrence basis or, if on a claims made basis, with an extended coverage provision (ERP) option of not less than three (3) years. Coverage will be provided through insurance companies licensed to do business in the State of Kentucky with a Best Rating of A- or better. Without limiting Vendor's indemnification requirements, it is agreed that Vendor/Seller shall procure and maintain in force at all times during the performance of this agreement the following policy or policies of insurance covering its operations in the minimum limits set out below.

1. COMMERCIAL GENERAL LIABILITY - Including contractual liability, bodily injury and property damage combined at a minimum of \$1,000,000 for each occurrence; personal and advertising injury of \$1,000,000 for any one person or organization and \$1,000,000 in the aggregate.

2. AUTOMOBILE LIABILITY - Insuring all Owned, Non-Owned and Hired Motor Vehicles. The minimum coverage for Liability Limit is \$1,000,000 Combined Single Limit for any one accident. The limit of liability may be subject to increase according to any applicable State or Federal Transportation Regulations.

3. WORKERS' COMPENSATION - Insuring the employers' obligations under Kentucky Revised Statutes Chapter 342 at Statutory Limits.

The Commercial General Liability Policy shall be endorsed to contain the following provisions:

a) "The City of Bowling Green, its elected and appointed officials, employees, agents

(Ordinance No. BG2019 - 50)

and successors and volunteers are to be added as “Additional Insured.” The coverage shall contain no special limitations on the scope of protection afforded to the City, its elected and appointed officials, employees, agents, successors and volunteers and may not include terms which may make the coverage excess to other insurance on which the City, its elected and appointed officials, employees, agents, successors and volunteers may also qualify as an additional insured.

b) The insurance coverage for the Vendor entering into a contract shall be on a primary and non-contributory basis for liability arising out of activities performed by or on behalf of the Vendor entering into this contract for service including the insured’s general supervision of the premises owned, occupied or used by the Vendor/Seller entering into this contract and ongoing operations as well as completed operations and work performed by Vendor. Any insurance or self-insurance maintained by the City, its elected and appointed officials, employees, agents and successors and volunteers shall be in excess of the Vendor’s insurance coverage.

c) Certificates of Insurance as required above shall be furnished to:

City of Bowling Green
Department of Human Resources & Risk Management
Attn: Risk Management
1001 College Street
Bowling Green, Kentucky 42101
Fax: (270) 393-3298

15-8.04 Enforcement, Penalties, Denial, Revocation or Suspension of Permit.

a. Enforcement proceedings for the provisions of this Subchapter shall be initiated by the issuance of a notice of violation or a citation by any City Police Officer or designated Code Enforcement Officer as set out in Chapter 2 of this Code of Ordinances. Any person or business entity violating any of the provisions of this Subchapter, shall be subject to civil fines as set out in Subchapter 27-8 (Penalties) of the City of Bowling Green Code of Ordinances.

b. The Assistant City Manager / CFO may deny the issuance of a Mobile Food Unit Vendor or Pushcart Vendor permit pursuant to this Subchapter due to the failure of the applicant to meet

(Ordinance No. BG2019 - 50)

the requirements of this Subchapter or for filing an application that contains material false or untrue statements. The Assistant City Manager / CFO may revoke or suspend the Mobile Food Unit Vendor or Pushcart Vendor permit of any person or business entity that violates the provisions of this Subchapter, including but not limited to: (1) the failure of the permittee to comply with this Subchapter and other laws and regulations involving the operations of the Mobile Food Unit or Pushcart; (2) the failure of the permittee to pay the appropriate permit fees, other taxes and fees and civil fines payable to the City; and (3) the submission by the permittee of an application that contains material false or untrue statements. Any denial, suspension or revocation shall be in writing setting forth the basis for the denial, suspension or revocation. The applicant or permittee may request an appeal in writing within twenty (20) days following the date of the denial, suspension or revocation addressed to the City Manager. The City Manager shall review the record and the basis for the denial, suspension or revocation and may meet with the applicant or permittee. The decision of the City Manager shall be final.

2. Chapter 27 (Property Code), Subchapter 27-8 (Penalties) is hereby amended as follows:

...

<u>Violation</u>	<u>1st Offense</u>	<u>2nd Offense</u>	<u>All Others</u>
Recycling Establishments			
Screening Violations	\$ 100.00	\$ 250.00	\$ 500.00
Property Maintenance and Nuisances			
Structural Violations	\$ 150.00	\$ 300.00	\$ 600.00
Non-Structural Violations	\$ 100.00	\$ 200.00	\$ 400.00
Zoning Ordinance/Subdivision Regulations			
Use Violations	\$ 100.00	\$ 200.00	\$ 300.00
Yard/Dimensional Violations	\$ 50.00	\$ 100.00	\$ 200.00
Sign Violations	\$ 50.00	\$ 100.00	\$ 200.00
Violation of General			
Development Standards	\$ 100.00	\$ 200.00	\$ 300.00
Violation of Development			
Review Procedures	\$ 100.00	\$ 200.00	\$ 300.00
Violation of Overlay			
District Standards	\$ 250.00	\$ 500.00	\$ 750.00
Obstructions on City Right-of-Way	\$ 250.00	\$ 500.00	\$ 750.00
Damage to City Property/Infrastructure	\$ 500.00	\$1,000.00	\$2,000.00

(Ordinance No. BG2019 - 50)

Storm Water			
Erosion Prevention and Sediment Control	\$ 500.00	\$1,000.00	\$2,000.00
Illicit Discharge	\$1,000.00	\$2,000.00	\$4,000.00
Post Construction BMP Maint.	\$ 500.00	\$1,000.00	\$2,000.00
Construction, Repair, Permitting and Maintenance			
Infrastructure Requirements	\$1,000.00	\$2,000.00	\$4,000.00
Maintenance Responsibility	\$ 500.00	\$1,000.00	\$2,000.00
Cuts and Excavations	\$ 500.00	\$1,000.00	\$2,000.00
Chapter 21 Violations Not Specifically Listed	\$ 100.00	\$ 200.00	\$ 400.00
Cemeteries			
Unleashed Animal	\$ 25.00	\$ 50.00	\$ 100.00
Animal Waste Removal	\$ 25.00	\$ 50.00	\$ 100.00
Animal on Grass	\$ 25.00	\$ 50.00	\$ 100.00
Contractors Licensing			
Expired License	\$ 100.00	\$ 200.00	\$ 300.00
No License	\$ 250.00	\$ 500.00	\$ 750.00
Expired Insurance	\$ 100.00	\$ 200.00	\$ 300.00
No Insurance	\$ 250.00	\$ 500.00	\$ 750.00
Mobile Food Units and Pushcarts	\$ 100.00	\$ 200.00	\$ 300.00

b. If the citation is contested and a hearing before the Board is required, the following maximum penalties may be imposed at the discretion of the Board:

<u>Violation</u>	<u>1st Offense</u>	<u>2nd Offense</u>	<u>All Others</u>
Recycling Establishments			
Screening Violations	\$ 200.00	\$ 500.00	\$1,000.00
Property Maintenance and Nuisances			
Structural Violations	\$ 300.00	\$ 600.00	\$1,200.00
Non-Structural Violations	\$ 200.00	\$ 400.00	\$ 800.00
Zoning Ordinance/Subdivision Regulations			
Use Violations	\$ 200.00	\$ 400.00	\$ 600.00
Yard/Dimensional Violations	\$ 100.00	\$ 200.00	\$ 400.00
Sign Violations	\$ 100.00	\$ 200.00	\$ 400.00
Violation of General			
Development Standards	\$ 200.00	\$ 400.00	\$ 600.00
Violation of Development			
Review Procedures	\$ 200.00	\$ 400.00	\$ 600.00
Violation of Overlay			
District Standards	\$ 500.00	\$1,000.00	\$1,500.00
Obstructions on City Right-of-Way	\$ 500.00	\$1,000.00	\$1,500.00
Damage to City Property/Infrastructure	\$1,000.00	\$2,000.00	\$4,000.00
Storm Water			
Erosion Prevention and Sediment Control	\$1,000.00	\$2,000.00	\$4,000.00
Illicit Discharge	\$2,000.00	\$4,000.00	\$8,000.00
Post Construction BMP Maint.	\$1,000.00	\$2,000.00	\$4,000.00
Construction, Repair, Permitting and Maintenance			
Infrastructure Requirements	\$2,000.00	\$4,000.00	\$8,000.00

(Ordinance No. BG2019 - 50)

Maintenance Responsibility	\$1,000.00	\$2,000.00	\$4,000.00
Cuts and Excavations	\$1,000.00	\$2,000.00	\$4,000.00
Chapter 21 Violations Not Specifically Listed	\$ 200.00	\$ 400.00	\$ 800.00
Cemeteries			
Unleashed Animal	\$ 50.00	\$ 100.00	\$ 200.00
Animal Waste Removal	\$ 50.00	\$ 100.00	\$ 200.00
Animal on Grass	\$ 50.00	\$ 100.00	\$ 200.00
Contractors Licensing			
Expired License	\$ 200.00	\$ 400.00	\$ 600.00
No License	\$ 500.00	\$1,000.00	\$1,500.00
Expired Insurance	\$ 200.00	\$ 400.00	\$ 600.00
No Insurance	\$ 500.00	\$1,000.00	\$1,500.00
<u>Mobile Food Units and Pushcarts</u>	<u>\$ 200.00</u>	<u>\$ 400.00</u>	<u>\$ 600.00</u>

3. 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.

4. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict herewith are hereby repealed.

5. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on _____, 2019, and given final reading on _____, 2019, and said Ordinance shall be in full force and effective on January 1, 2020, upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/22/2019, 9:00 a.m.

ORDINANCE NO. **BG2019 - 45**

ORDINANCE RENAMING STREET

ORDINANCE APPROVING THE RENAMING OF
A PORTION OF BEAUTY AVENUE TO
MAINTENANCE AVENUE

WHEREAS, the City of Bowling Green Parks and Recreation Department has requested a street/road name change to rename a portion of Beauty Avenue to Maintenance Avenue; and,

WHEREAS, the Department of Public Works submitted the proposal to the City-County Planning Commission for its review and consideration, and it was confirmed that River Street was acceptable; and,

WHEREAS, the Parks and Recreation maintenance facility is the only property located off of the dead end street and no other property owner approvals were required.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. A portion of Beauty Avenue, located within the corporate City limits and as identified on the attached map and incorporated herein as if copied in full, shall be renamed to Maintenance Avenue.
2. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict herewith are hereby repealed.
3. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on _____, 2019, and given final reading on _____, 2019, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

(Ordinance No. BG2019 - 45)

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 09/25/2019, 2:20 p.m.





City of Bowling Green

Department of Public Works

1011 College Street ■ P.O Box 430 ■ Bowling Green, KY 42102-0430

Phone: 270-393-3028 ■ Fax: 270-393-3050 ■ TDD: 1-800-618-0056 ■ Web Address: www.bgky.org



To: Jeff Meisel, City Manager
Through: Greg Meredith, PE, Public Works Director 
From: Melissa Cansler, PE, City Engineer 
Date: September 24, 2019
Re: Recommendation to rename a portion of Beauty Avenue to Maintenance Avenue

Greg Meredith, P.E.
Public Works Director

Melissa Cansler, P.E.
City Engineer

WM. R. "Bobby" Phelps
Operations Manager

Kris Crowe
Fleet Manager

Matt Powell
Environmental
Manager

David Hehner
Facilities Coordinator

The Parks and Recreation Department submitted an application for the street renaming of a portion of Beauty Avenue adjacent to their maintenance facility at 516 Beauty Avenue. They are proposing the name Maintenance Avenue.

Attached is the application and exhibit for a street/road name change for this portion of Beauty Avenue between Scott Way and the end of pavement. Parks and Recreation staff is proposing this change in an effort to alleviate confusion to those trying to locate their office in particular for those making deliveries to their facility.

Parks and Recreation Maintenance is the only property addressed off of this short segment of Beauty Avenue. Less than a half a mile away and to the north of Double Springs Road there exist several blocks of city street also named Beauty Avenue however it is not contiguous to the segment in question. This no doubt can create confusion for the public not familiar with the area.

Public Works staff has received all the necessary information from the Park and Recreation staff to move forward with the renaming recommendation. Since the maintenance facility is the only property addressed off of this dead end street no other signatures or property owner approvals were required. The application and exhibit are attached. Additionally, the name has been reviewed and approved by 911 and the City-County Planning Commission personnel. We are requesting that the Board of Commissioners approve the proposed name of Maintenance Avenue as was selected by the applicant.

Please contact me with any questions or comments regarding this matter.

Enc: Street/Road Name Change Application

Pc: Kyle Bearden, GIS Manager
Tonya Colley, City-County Planning Commission
Amelia Bowen, BGPD
Ryan Johnson, Operations
Brent Belcher, Director of Parks and Recreation

Mission: Safely, efficiently, and professionally enhance the quality of life for the citizens of Bowling Green



CITY OF BOWLING GREEN
PUBLIC WORKS DEPARTMENT
1011 COLLEGE STREET
BOWLING GREEN, KY 42101
Phone: (270)393-3628 Fax: (270)393-3050



APPLICATION FOR STREET/ROAD
NAME CHANGE

Instructions: Complete Section I and requested documents and submit with the application fee to the above location. (Please Type or Print)

Section I

Applicant(s) Name: City of BG, Parks & Recreation / Parks Maintenance

Applicant(s) Mailing Address: 225 E. Third Avenue
Bowling Green, KY. 42101

Applicant(s) telephone number: 270-393-3576

Existing Name of Street / Road: Beauty Avenue

Proposed Street / Road Name: Maintenance Avenue

Reason for the Street / Road name change: GPS does not recognize Beauty Ave., thus making deliveries to our building difficult.

How many individual properties along the Street/Road will the change affect? 1

How many street name signs along the Street/Road will the change affect? 1

Documentation Required at Time of Application:

☐ List of all property owners who are addressed off of the street/road to be renamed, their mailing address and required information per the attached form. (*Abutting Property Owner List is attached*)

☒ A map/sketch of the street/road to be renamed showing its length and the number and location of signs affected.

☐ Application Fee: N/A (\$25 application fee plus \$100 per sign for replacement costs)

Make check payable to: City of Bowling Green

Pamela Boone
SIGNATURE OF APPLICANT(S)

9/20/19
DATE

Section II

When the application in Section I and required documents are obtained and complete:

1. The City of Bowling Green Public Works Department staff will submit the proposed street/road name to the City-County Planning Commission for preliminary approval. The purpose of this step is to ensure that the proposed street/road name is not already in use within the City limits, is approved by E911 services, and that it is consistent with Planning Commission street naming conventions.
2. The Public Works Department will notify the applicant of the preliminary approval/disapproval. If approved, the applicant is then responsible for completing the attached *Street/Road Name Change Petition*.
3. The applicant submits the completed petition signed by 50% or more of the abutting property owners (those directly affected by the street/road name change) to the Public Works Department. If 50% or more can not be obtained then the street/road name change request is denied.
4. The Public Works Department reviews the application and submits a recommendation of approval to the City of Bowling Green Board of Commissioners.
5. The Board of Commissioners will hold two (2) readings and will approve or disapprove an Ordinance to rename subject street/road.
6. When the City-County Planning Commission receives the signed Ordinance from the City officially renaming the street/road, the staff, if required, will re-address the existing structures, and will send notification of the new addresses to the post office, utility companies, 911 Emergency and Property Valuation Administrator.

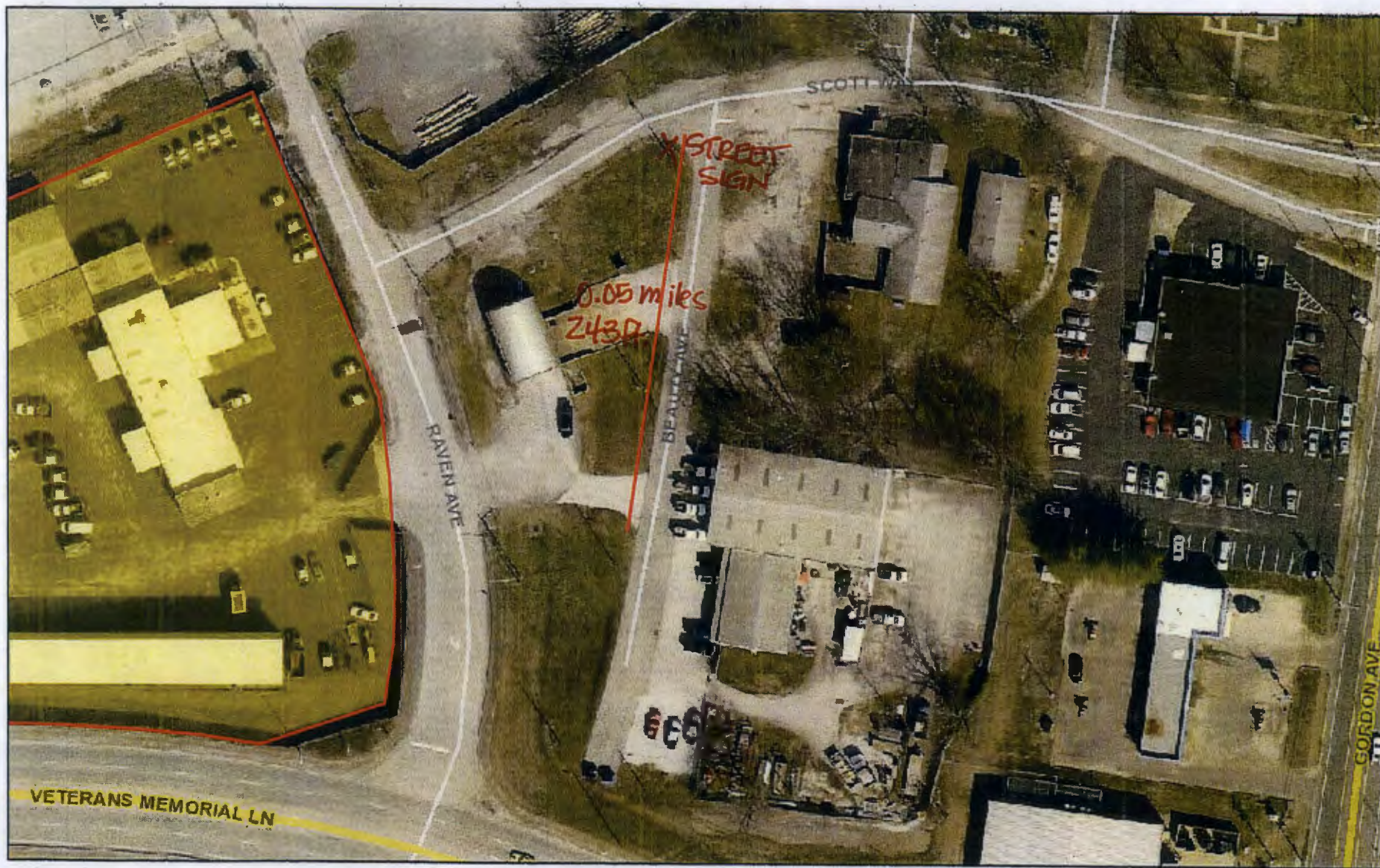
NOTE: *No street/road name may duplicate an existing street/road name unless it is a continuation of the same. Additionally, the City will not accept street names in excess of 20 characters (including spaces).*

ATTACHMENTS:

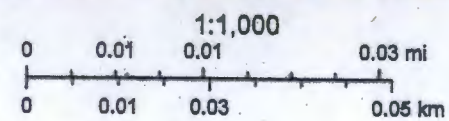
Abutting Property Owner List
Street/Road Name Change Petition

N/A

MAC



September 20, 2019



ORDINANCE NO. **BG2019 - 46**

ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT
NUMBER ONE TO THE CITY OF BOWLING
GREEN, KENTUCKY ANNUAL OPERATING
BUDGET FOR FISCAL YEAR 2020

WHEREAS, KRS 91A provides that the City Legislative Body may amend its Budget Ordinance at any time after adoption of said Ordinance; and,

WHEREAS, the Board of Commissioners of the City of Bowling Green, Kentucky adopted its Budget Ordinance for Fiscal Year 2020 on June 18, 2019 by Ordinance No. BG2019-25; and,

WHEREAS, the City of Bowling Green, Kentucky now desires to approve Amendment Number One to its Fiscal Year 2020 Annual Operating Budget to provide for changes in various funds as explained in the attached memorandum and as set forth in Exhibit No. 1.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. The Annual Operating Budget for Fiscal Year 2020 is hereby amended in the amounts as explained in the attached memorandum and as set forth in Exhibit No. 1 attached hereto.
2. 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.
3. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict herewith are hereby repealed.
4. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on _____, 2019, and given final reading on _____, 2019, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

(Ordinance No. BG2019 - 46)

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Jeffery B. Meisel, City Manager, 10/02/2019, 10:30 a.m.

MEMORANDUM

DATE: October 1, 2019
TO: Jeffery B. Meisel, City Manager
THROUGH: Katie Schaller-Ware, Assistant City Manager/CFO *HSW*
FROM: Erin L. Ballou, Assistant Chief Financial Officer *EB*
SUBJECT: Budget Amendment No. 1 – FY2020 Annual Operating Budget

This is the first budget amendment of the Fiscal Year. Presented below in fund order is an explanation of the recommended budget changes:

GENERAL FUND 001

Rivendell Donation: The Parks and Recreation Department has received a \$5,000 donation from Rivendell to purchase fitness equipment. Revenue and appropriations should be increased.

Increase revenue	001-302900	\$5,000
001-4231-403862		
Increase appropriations	001-302920	\$5,000
001-4231-504060		

Bulletproof Vest Partnership Program Grant: A Municipal Order on this agenda requests authorization for the acceptance of a grant in the amount of \$12,532 from the US Department of Justice, Bureau of Justice Assistance through the Bulletproof Vest Partnership Program. The funding will cover 50% of the cost to purchase new vests for the Police Department.

Increase appropriations	001-302920	\$25,064
001-2134-2108-504210	\$12,532	
001-2134-2108-330-504210	12,532	
Decrease appropriations	001-302920	\$12,532
001-2134-504210		
Increase revenue	001-302900	\$12,532
001-0000-2108-403311		

Honor Guard Donation: The American Legion Post 23 donated \$300 to the Police Department Honor Guard. Revenues and appropriations should be increased.

Increase revenue	001-302900	\$300
001-403862		
Increase appropriations	001-302920	\$300
001-2136-504030		

GENERAL FUND 001 (Continued)

Camp Happy Days Donations: The Parks and Recreation Department has received donations totaling \$300 for Camp Happy Days. Revenue and appropriations should be increased.

Increase revenue	001-302900	\$300
001-4111-403862		
Increase appropriations	001-302920	\$300
001-4241-504010		

Parker Bennett Curry Donations: The Parks and Recreation Department has received donations totaling \$472 for Parker Bennett Curry. Revenue and appropriations should be increased.

Increase revenue	001-302900	\$472
001-4111-403862		
Increase appropriations	001-302920	\$472
001-4412-504010		

GENERAL FUND – GOLF FUND 002

Junior Golf Tournament Donations: Donations in the amount of \$1,400 have been received by the Golf program for the Junior Golf Tournament. Revenue and appropriations should be increased.

Increase revenue	002-302900	\$1,400
002-4510-403862		
Increase appropriations	002-302920	\$1,400
002-4510-504010		

COMMUNITY DEVELOPMENT BLOCK GRANT FUND 111

CDBG Grant reapplication: CDBG grant funding spent in a prior year has been returned to the City and is being reapplied to a current year CDBG project. Revenues and appropriations should be increased in the returned amount of \$9,940.

Increase revenue	111-302900	\$9,940
111-0000-2518-403891		
Increase appropriations	111-302920	\$9,940
111-5131-2518-090-503210		

HOME FUNDING FUND 131

HOME Grant reapplication: HOME grant funding spent in a prior year has been returned to the City and is being reapplied to a new recipient's loan. Revenues and appropriations should be increased in the returned amount of \$8,395.80.

Increase revenue	131-302900	\$8,396
131-0000-2519-403891		
Increase appropriations	131-302920	\$8,396
131-5131-2519-090-505020		

HOUSING CHOICE VOUCHER FUND 151

Electronic Scanner Purchase: The Housing Division is working to store more files electronically, which necessitates the purchase of desktop scanners for staff at a cost of \$2,500. Reserves should be decreased and appropriations increased.

Decrease restricted fund balance	151-302534	\$2,500
Increase appropriations	151-202920	\$2,500
151-5131-2515-504060		

JUSTICE ASSISTANCE GRANT FUND 236

2019 Justice Assistance Grant: Municipal Order No. 2019-134 authorized the acceptance of the FY2019 Edward Byrne Memorial Justice Assistance Grant (JAG) funds in the amount of \$30,533. The grant funding will be utilized for the purchase of digital police car radios for the City and to subsidize the salary and benefits for a DUI prosecutor in Warren County Circuit Courts. Grant revenues and appropriations should be increased.

Increase revenue	236-302900	\$30,533
236-0000-2137-403311		
Increase appropriations	236-302920	\$30,533
236-2136-2137-504060	\$15,267	
236-2136-2137-505020	15,266	

POLICE IMPROVEMENT FUND 277

Firing Range Lead Mitigation: Additional funding in the amount of \$6,000 is necessary to complete the BGPD Firing Range Lead Mitigation Project. The Workers' Compensation Fund is providing \$3,000 through transfer-in revenue and \$3,000 of Police Improvement Fund reserves is being made available. Reserves should be decreased by \$3,000, transfer-in revenue increased by \$3,000, and appropriations increased by \$6,000.

Decrease committed fund balance	277-302535	\$3,000
Increase transfer-in revenue	277-302900	\$3,000
277-403917		
Increase appropriations	277-302920	\$6,000
277-2121-0000-072-503130		

EQUIPMENT REPLACEMENT FUND 301

Collision Insurance Reimbursement: Insurance proceeds in the amount of \$11,810 have been received for the replacement of a damaged patrol vehicle. Revenues and appropriations should be increased accordingly.

Increase revenue	301-302900	\$11,810
301-403851		
Increase appropriations	301-302920	\$11,810
301-2136-506060		

POLICE CAPITAL PROJECTS FUND 304

Computer Aided Dispatch Software (CAD) Grant: Municipal Order No. 2019-133 authorized the acceptance of a grant from the Kentucky 911 Services Board for the 911 CAD System upgrades in the amount of \$450,000. The grant will supplement funding for the purchase and installation of the Motorola PremierOne CAD software solution. Revenues and appropriations should be increased accordingly.

Increase revenue	304-302900	\$450,000
304-0000-3107-403322		
Increase appropriations	304-302920	\$450,000
304-2123-3107-503020		

MUNICIPAL FACILITIES FUND 335

Police Evidence Storage Facility Funding: The construction of the new Evidence Storage Facility on the grounds of Police Headquarters has been awarded and additional funding in the amount of \$43,000 is necessary for the security system. Reserves should be decreased and appropriations increased accordingly.

Decrease assigned fund balance	335-302536	\$43,000
Increase appropriations	335-302920	\$43,000
335-3512-0000-077-503210		

WORKERS' COMPENSATION FUND 613

Transfer-out Appropriations: Additional funding totaling \$6,000 is necessary for the BGPD Firing Range Lead Mitigation Project. The Police Improvement Fund is providing \$3,000 and the remaining \$3,000 is available in the Workers' Compensation Fund. Contingency appropriations in the amount of \$3,000 should be reclassified as transfer-out appropriations.

Decrease contingency appropriations	613-302920	\$3,000
613-1513-509010		
Increase transfer-out appropriations	613-302920	\$3,000
613-9121-508010		

City of Bowling Green, Kentucky
Annual Operating Budget for All Funds and Categories of Government
Amendment No. One to Estimated Resources In and Resources Out for FY2020
Exhibit No. 1

<u>Category of Resources</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Debt Service</u>	<u>Enterprise Funds</u>	<u>Trust Funds</u>	<u>Internal Service</u>	<u>Total</u>
RESOURCES IN:								
Property Taxes								-
Occupational Fees								-
License & Permits								-
Intergovernmental	12,532	48,869	450,000					511,401
Charges for Services								-
Parks & Recreation	7,172							7,172
Miscellaneous	300		11,810					12,110
Revenues:	20,004	48,869	461,810	-	-	-	-	530,683
Note/bond/lease proceeds								-
Transfers in		3,000						3,000
Other Resources:	-	3,000	-	-	-	-	-	3,000
RESOURCES IN:	20,004	51,869	461,810	-	-	-	-	533,683
RESOURCES OUT:								
General Government								-
Public Safety	12,832	36,533	504,810					554,175
Public Works								-
Parks & Recreation	7,172							7,172
Neighborhood & Comm Services		20,836						20,836
Agency Services								-
Debt Service								-
Subsidies & Assistance								-
Convention Center Corporation								-
Contingency							(3,000)	(3,000)
Expenditures:	20,004	57,369	504,810	-	-	-	(3,000)	579,183
Transfers out							3,000	3,000
RESOURCES OUT:	20,004	57,369	504,810	-	-	-	-	582,183
FUND BALANCE RESERVED:	-	-	-	-	-	-	-	-
RESERVES ADDED/(UTILIZED)	\$ -	\$ (5,500)	\$ (43,000)	\$ -	\$ -	\$ -	\$ -	\$ (48,500)

Nonspendable Fund Balance

Restricted Fund Balance

Committed Fund Balance

Assigned Fund Balance

Unassigned Fund Balance

Unreserved Fund Balance

Total Fund Balance

(2,500)

(3,000)

(43,000)

(2,500)

(3,000)

(43,000)

-

-

\$ - \$ (5,500) \$ (43,000) \$ - \$ - \$ - \$ - \$ (48,500)

MUNICIPAL ORDER NO. 2019 - 195

MUNICIPAL ORDER ACKNOWLEDGING
RECEIPT OF THE INVESTIGATION REPORT AND
SETTLEMENT AGREEMENT AND FURTHER
ACKNOWLEDGING THE SETTLEMENT
AGREEMENT RESOLVES AND CONCLUDES THE
ETHICS INVESTIGATION INVOLVING
COMMISSIONER BRIAN "SLIM" NASH

WHEREAS, the Board of Ethics received twenty-three (23) written ethics complaints following the arrest of Commissioner Brian "Slim" Nash for Alcohol Intoxication on May 23, 2019; and,

WHEREAS, on July 10, 2019 the Board of Ethics approved the hiring of Special Counsel and accepted the proposal by Attorney Stacey Blankenship of Keuler, Kelly, Hutchins, Blankenship & Sigler, LLP Attorneys from Paducah, Kentucky; and,

WHEREAS, the investigation report was completed by Special Counsel Attorney Stacey Blankenship within the required sixty (60) days pursuant to the Board of Ethics Policy for Complaint Procedures and the report was filed with the Office of City Clerk on October 2, 2019; and,

WHEREAS, the investigation report concluded Commissioner Nash violated Chapter 25 (Code of Ethics) of the City of Bowling Green Code of Ordinances, Subchapter 25-3 (Public Official and Employee Conduct), Section 25-3 (1) for failing to maintain his conduct to the highest standards, and Subchapter 25-4 (Standards of Conduct), Section 25-4 (9) (a) for engaging in illegal behavior, whether committed on or off duty, that violated state law; and,

WHEREAS, a pre-hearing conference was held on October 15, 2019, pursuant to the Board of Ethics Policy for Complaint Procedures, with Commissioner Nash and his Attorney Alan Simpson and Special Counsel Stacey Blankenship, and Commissioner Nash has agreed to a four (4) week voluntary leave of absence from official duties as a Commissioner to begin on November 6, 2019 and end December 3, 2019 with the return date of December 4, 2019; and,

WHEREAS, Commissioner Nash agrees to donate all pay received from the City of Bowling

(Municipal Order No. 2019 - 195)

Green during his leave of absence to a local substance abuse recovery center with proof of payment to be provided to the Office of City Clerk by December 31, 2019; and,

WHEREAS, Commissioner Nash agrees to participate in the City's Employee Assistance Program (EAP) which will be completed pursuant to the recommendation of the EAP administrator and proof of completion to be provided to the Human Resources Department, and a copy to the Office of City Clerk; and,

WHEREAS, the Board of Ethics reviewed and approved the Settlement Agreement between Special Counsel and Commissioner Nash and further approved the filing of Special Counsel's Report of Pre-Hearing Conference at its regular meeting on October 22, 2019; and,

WHEREAS, it is in the best interest of the City to acknowledge the receipt of the investigation report and Settlement Agreement in order to resolve and conclude the ethics investigation involving Commissioner Nash.

NOW, THEREFORE, BE IT ORDERED by the City of Bowling Green, Kentucky as follows:

1. Pursuant to Chapter 25 (Code of Ethics) of the City of Bowling Green Code of Ordinances, Sections 25-3 (2) and 25-4 (9), the Board of Commissioners hereby acknowledges receipt of the investigation report completed by Special Counsel Stacey Blankenship and the Settlement Agreement between Commissioner Brian "Slim" Nash and the Board of Ethics, copies of which are attached to and made a part of this Municipal Order.
2. The Board of Commissioners further acknowledges the Settlement Agreement resolves and concludes the ethics investigation involving Commissioner Brian "Slim" Nash.
3. This Municipal Order shall be in full force and effect upon signature and recordation.

(Municipal Order No. 2019 - 195)

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

SPONSORED BY: Bruce Wilkerson, Mayor, 10/23/2019, 7:30 a.m.

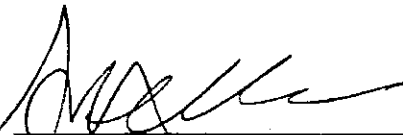
SETTLEMENT AGREEMENT

I, Brian "Slim" Nash, do hereby agree to the following in resolution of the ethics complaints filed against me:

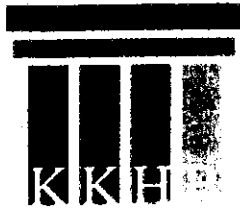
1. A four-week voluntary leave of absence from official duties as a commissioner of the City of Bowling Green to begin on November 5, 2019. This leave shall not be considered a "vacancy" of office as that term is defined by KRS 83A.040.
2. A donation of all pay received from the City of Bowling Green during this leave of absence to a local substance abuse recovery center, with prove to be provided to the City Clerk before December 31, 2019.
3. Participation in the City's Employee Assistance Program (EAP) which will be completed pursuant to the recommendation of the EAP administrator and proof of said completion to be provided to the City's Human Resources Department, with a copy to the City Clerk.

10.29.2019
Date


Signature



Stacey A. Blankenship, Special Counsel for
the Bowling Green Board of Ethics



Keuler, Kelly,
Hutchins, Blankenship
& Sigler, LLP
— ATTORNEYS —

BOWLING GREEN BOARD OF ETHICS

SPECIAL COUNSEL'S REPORT

September 5, 2019

Prepared by:

Stacey A. Blankenship

Keuler, Kelly, Hutchins, Blankenship & Sigler, LLP

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I. INTRODUCTION

On July 11, 2019, I was retained by the City of Bowling Green Board of Ethics to serve as Special Counsel in regard to 23 ethics complaints (attached hereto collectively as Exhibit A) which were received by the Board of Ethics concerning actions of City Commissioner Brian "Slim" Nash on May 23, 2019.¹ I have conducted an investigation into the allegations of those complaints pursuant to the Policy for Complaint Procedures adopted by the Board of Ethics on December 6, 1999 and amended on October 26, 2010, Sections VI and VII. This Report is hereby issued pursuant to the provisions of Section VII(c), which states that "Counsel shall, if the evidence warrants, prepare a written report with a preliminary analysis of the complaint."

II. SUMMARY OF INVESTIGATION

The following interviews were conducted and are summarized as follows:

A. WARREN COUNTY SHERIFF'S DEPARTMENT

1. WARREN COUNTY DEPUTY SHERIFF BRIAN WISE

Warren County Deputy Sheriff Brian Wise was working security at SKyPAC on May 23, 2019 during a Jamey Johnson concert. One of SKyPAC's security guards, known to Wise as "Joey" (later identified as Joey Faine), informed him that City Commissioner Nash was at the concert and was "highly intoxicated", explaining that Nash had fallen down the stairs and spilled his beer in the process.

Faine took Wise to the side of the stage where he pointed Nash out to Wise. Wise added that he was aware Nash was a city commissioner. Another Warren County Deputy, Josh Wright, was also working. Deputy Wright explained to Wise that he was unfamiliar with Nash, so Wise moved to the back area so could observe Nash when he left.

Wise observed Nash leave the concert hall with his adult daughter and enter the lobby where he spent time at the merchandise table. Wise then went and stood by the front door. When Nash passed by him, Wise reports that he did not smell any alcohol nor notice anything that may indicate Nash was under the influence of alcohol at that time.

Nevertheless, due to the report by Faine, Wise watched Nash and his adult daughter walk between SKyPAC and the SoKY Marketplace. Wise followed and watched Nash as he walked toward the parking lot. When Nash and his adult daughter approached Nash's truck, Nash's daughter entered on the passenger side while Nash leaned in on the driver's side and started the truck. Nash remained next to his truck for a few minutes. Wise could not tell what Nash was doing at that time. Nash then entered his truck, placed the gear in reverse, and began backing up. At this point, Wise ran across the parking lot toward Nash's truck and stopped him.

Wise knew Nash walked with a limp. He denies that he had observed any evidence at that time to indicate that Nash was under the influence. Regardless, Wise was aware that Faine

¹ To be thorough, I have also attached four letters of support for Commissioner Nash received by the Board of Ethics, along with Nash's personal apology. (See Exhibit B).

believed Nash to be intoxicated and so he did not want Nash to drive his vehicle out of the parking lot.

Upon flagging Nash down and ordering him out of the truck, Nash exclaimed to Wise, "The keys are not in the ignition." When Nash stepped out, Wise noticed that Nash stumbled. They walked to the rear of Nash's truck where Wise explained to him that he knew he had been drinking at the concert and asked why he was driving. Nash told Wise he wasn't planning on going anywhere but had planned to call his ex-wife to pick them up. Wise recalled Nash stating something to the effect of, "come on man". Wise remarked to Nash that the situation was not his doing. Nash never stated nor said anything about his position as a city commissioner, nor did Wise ever address him as such.

At some point, Warren County Deputy Austin Smith arrived, at which point they discussed what they had in terms of evidence. Wise was concerned with the evidence. In addition, he was aware that Nash had been previously arrested for DUI, which went through years of court proceedings and ultimately was dismissed due to the field sobriety tests being suppressed as a result of Nash's limp. Wise believed that he didn't have sufficient evidence of Nash operating his vehicle, other than his own personal observation, adding that the previous DUI charge which was dismissed had also been based solely on the arresting officer's testimony.

When asked why he did not request Nash to perform field sobriety tests, Wise said he questions his decision not to do so, but then again referred back to Nash's previous DUI arrest and the fact that the field sobriety tests were suppressed. Because he had reviewed the previous DUI court documents, Wise knew Nash could not perform the field sobriety tests due to knee problems. When asked if he had Nash perform a preliminary breath test (PBT), Wise stated that he did not have a PBT with him but admitted that Deputy Smith may have had one. Regardless, Wise knew he could prove an Alcohol Intoxication charge with his testimony and so he decided to charge him with that instead of a DUI.

Wise denies that he would have reacted differently if Nash had not been a city commissioner. Wise stated that Nash as a city commissioner has no control over his job as a county employee. Wise does not know why he didn't stop Nash before he got in his truck.

With respect to Nash's post-arrest conduct, Wise reports that Nash's daughter was very upset. Nash wanted to speak with her but she said she did not want to speak with him. As Wise and Smith were escorting Nash to the police cruiser, Nash stopped walking and again asked to speak with his daughter. Wise told Nash he had until the count of three to get into the cruiser, to which Nash replied, "or else what?" Deputies ultimately had to use some physical force to place Nash into the rear of the police cruiser, by picking his legs up off the ground while using their body weight to put him inside. Nash inquired if anyone was recording the incident and he was told no. Indeed, we have learned that there are no video recordings of this incident.

Wise completed a citation concerning Mr. Nash's arrest. (Attached hereto as Exhibit C). Wise states in his citation that Nash was "extremely intoxicated". When asked about this statement, Wise initially admitted that he observed Nash's state in this regard "at some point, when I made contact with him." However, when explained that the citation indicates that the

“extremely intoxicated” observation occurred prior to Wise making contact with Nash, Wise explained that he relied on the SKyPAC employee’s observations in this regard.

When Wise was asked to list the elements of Alcohol Intoxication, he was able to do so, i.e., probable cause to believe that the suspect is manifestly under the influence of alcohol and a danger to himself or others. When asked if those same elements would not have been sufficient for a charge of DUI, Wise agreed that technically he also had the elements for a DUI charge but again referred to his earlier explanation of the circumstances surrounding his decision making, i.e., the dismissal of the previous DUI charge.

In reviewing the paperwork, it is apparent that Nash’s operator’s license was suspended at the time he was operating his truck. Wise denies that he knew this, claiming that he did not learn that fact until the next day. Wise said he would have charged him for operating on a suspended license had he known about it that night.

Wise was asked if during his more than twelve years of policing experience he had ever charged someone with alcohol intoxication even though he had observed the person operating a motor vehicle (other than Nash). Wise admitted he had not.

2. WARREN COUNTY DEPUTY SHERIFF AUSTIN SMITH

On May 23, 2019, Warren County Deputy Sheriff Austin Smith had just began his shift and was headed to the Sheriff’s Office when he heard Deputy Wise request assistance at SKyPAC. Wise told him where to stage up since Nash was walking out to his car. By the time Smith pulled into the parking lot, Wise had already made contact with Nash.

Smith saw Nash’s truck had been pulled out of a parking space and was stopped in the parking lot. Nash’s daughter was in the front passenger seat. Smith recalls Nash had slurred speech, blood shot eyes, and a staggering gait.

His recollection of Wise speaking with Nash was limited, although he recalled Nash saying he wasn’t going anywhere, as if he was suggesting that he wasn’t leaving the parking lot. Smith never heard Nash say anything about calling an Uber. Wise did not perform any field sobriety tests or a Preliminary Breath Test on Nash, nor did he hear any conversation between the two about how much Nash had to drink. There was some discussion between Smith and Wise about whether an Alcohol Intoxication or DUI charge would be applicable to the situation, with Smith deferring to Wise since he was the primary officer on the scene.

Smith did not realize who Nash was until the registration information was returned from dispatch, at which point he recognized the name as a city commissioner. Smith heard dispatch report that Nash’s driver’s license was suspended. However, there was no discussion between he and Wise about charging Nash with that offense. While Smith did not observe Nash driving, it was obvious to him that he had been driving since the truck was removed from a parking space and the truck engine was still running. Smith indicated that Warren County Deputy Sheriff Tim Robinson showed up on the scene at some point.

Smith described Nash being somewhat resistant to entering the police cruiser after he was arrested because Nash wanted to speak with his daughter, requiring some use of force to be exerted to get him to enter the vehicle. Nash did not tell him that he was a city commissioner nor did he otherwise attempt to refer to "who he was" or his position.

Smith transported Nash to the Warren County Jail. Smith reported that he activated his in-car camera recording during the transport but could not recall if he had retained a copy. Smith was asked to review his recordings and provide a copy if he was able to find it. Smith subsequently reported that he did not retain a copy of the transport. Regardless, Smith reports that Nash did not say anything during the transport. When asked why Smith did not activate his in-car camera during the arrest incident, Smith explained that his car was not pointed in the direction of the scene.

When asked about Nash's ability to walk at that jail, Smith said he did not have a hand on Nash but they just took it slow and "baby stepped it." When asked if he would do anything different regarding this situation, Smith said, "No".

3. WARREN COUNTY DEPUTY SHERIFF TIM ROBINSON

Warren County Deputy Sheriff Tim Robinson reported hearing Deputy Wise on the radio requesting a backup unit at SKyPAC. Robinson called Wise on his phone, who told him Slim Nash was intoxicated and he believed he might try to drive.

Upon arrival, Robinson saw Smith and Wise standing next to a green Toyota Tundra truck that had been backed out of a parking space and was at an angle. Nash was resting on the back of the truck speaking with deputies. Wise informed Robinson that he had observed Nash possibly urinating next to Nash's truck. He then reported that Nash entered his truck and backed it out of the parking space.

Robinson stated that, based on his training and experience, he believed Nash was manifestly under the influence of alcohol and that he was likely over the legal blood alcohol limit for operating a motor vehicle of .08. Nash's daughter was also with him. Robinson described her as being "pretty hysterical".

Wise asked Robinson if he wanted to handle the incident. Robinson said no, that he had not personally observed anything to establish probable cause. Wise then asked Smith if he wanted to handle the incident, who also said no.

Wise then told them he was going to arrest Nash for alcohol intoxication rather than DUI because Nash would beat the DUI. Robinson told him that it was his call. At that point, Wise told Nash he was under arrest for AI, to which Nash argued with him briefly, claiming that he was waiting on an Uber. Wise told him that he did not believe him since he had observed him backing out of the spot.

Nash's ex-wife picked up Nash's daughter. Nash was placed in handcuffs by Wise, who took him to Smith's cruiser. Nash initially did not want to get in so they assisted him into the police cruiser. Robinson did not have his camera on during the encounter, stating that his cruiser

was not in a position for the camera to video record anything. Robinson was familiar with Nash's previous DUI arrest as he was working in the jail when Nash was booked that night. Robinson stated that most individuals in the Bowling Green law enforcement and corrections industry are familiar with Nash's previous DUI and the outcome.

Robinson does not believe Nash's position as a city commissioner played into their decisions or actions on the evening of May 23, 2019. He recalled Wise commenting about Nash getting out of the previous DUI charge and believed that if he charged him with DUI, it would likewise be dismissed.

4. RECORDS REQUESTS

Two records requests were submitted to the Warren County Sheriff's Office. One request was for "any/all records related to the arrest of Brian Nash on May 23, 2019." A response to this request was received via email on August 9, 2019. The documents are attached hereto as Exhibit D.

The second request was for "call recordings for May 23, 2019 pertaining to any/all calls regarding Slim Nash." In response, the Warren County Sheriff's Department provided us with a copy of radio traffic on the evening of May 23, 2019. A copy of the radio traffic, along with a transcript, are attached hereto collectively as Exhibit E. Of significance, Deputy Wise reports that he is following Nash out to his car and states he is "highly intoxicated." Also of importance is the fact that once Nash's license and registration were run, Dispatch reported that his driver's license was suspended "for failure to enroll in traffic school" and that his registration had expired the previous month "showing it expired 04 of '19".

B. SKYPAC

1. DAN HERMAN

Dane Herman, Facilities Manager for SKyPAC explained that although SKyPAC has video surveillance of their facilities, the system was not recording on May 23, 2019. A review of the parking area where Nash was arrested shows several security cameras in the area. Mr. Herman advised that those cameras belong to SoKY Marketplace. Warren County Sheriff Brett Hightower advised that he personally inquired with SoKY Marketplace representatives shortly after Nash's arrest concerning available video footage. SoKY Marketplace informed him that their camera system also was not recording at the time.

2. JOEY FAINE

Joey Faine worked as a security guard at SKyPAC on the evening of May 23, 2019. Faine had three interactions with Nash that evening. First, during the Jamey Johnson concert, Faine noticed that Nash was sitting on the front row and had set his beer on the stage. Faine told Nash to remove the bottle from the stage. Faine perceived Nash's non-verbal response as somewhat arrogant but he reluctantly removed the bottle. Based on this interaction and Nash's demeanor, Faine believed Nash was "really drunk."

Thereafter, Nash went upstairs to get more drinks. Faine observed Nash leaving the lounge area with four alcohol beverages, two beers and two "wines" in each hand. At this point, Nash was swaying back and forth. As Nash began to maneuver down the stairs, his foot slipped and he fell down the stairs, spilling the drinks all over himself. In the process, Nash's pants fell down, exposing his underwear. At this point he heard Nash exclaim, "this G**d*** belt buckle is making me fall all over this f***ing place." At that point, Faine told Nash he had to leave the venue. Nash responded by asking him "Do you know who I am?" When Faine said "No", Nash replied, saying, "Well I'm Slim Nash."

At this point, Jackie Goldammer, SKyPAC Event and Operations Director, walked over to where they were standing. Nash begged them to allow him to stay, citing the fact that his daughter was still in the front row. At that point, it was decided that Nash could return to his seat but he was warned that any other incidents would require his removal.

After the concert, Nash went to the merchandise table and continued to remain in the facility because he wanted Jamey Johnson to sign his hat. However, Johnson had already left the venue at this point. Once Nash realized the performer had left, he proceeded to the exit.

Faine watched Nash leave, walking towards his truck, at which point he heard a woman with a video cell phone say, "Here's Slim Nash. You're City Commissioner. I hope he doesn't get in his car and drive drunk." Faine had previously notified a sheriff's deputy who was there working security that evening about his concerns regarding Nash. The deputy and he followed Nash to his truck. When Nash got in his truck, he and the deputy ran and blocked Nash from driving out of the parking lot. The deputy approached Nash's driver's side and told him to get out of the vehicle. Faine recalls Nash saying "I'm not going anywhere".

After Nash got out of the vehicle, Faine began to leave the area. As he walked away, Nash looked at him and said "You Motherf***er".

Faine could not recall whether he completed any type of incident report, stating he did not believe he had since the police were involved. We have since learned that he did not complete an incident report relating to this incident.

Following the interview of Nash (see below), Faine was contacted again with follow up questions. Faine is certain that Nash "fell" down several stairs on his rear, all the way to the bottom. He denies that Nash merely "sat down" (as Nash claimed in his interview). He was not certain, however, whether Nash asked him "Do you know who I am?" when Faine asked him to leave the venue or if Nash's attitude was a "Do you know who I am" attitude. Regardless, he is certain that Nash called him a "motherf***er" as he walked away from Nash following Nash's encounter with the deputy sheriff. Faine also added that he heard the deputy sheriff say to Nash during the encounter in the parking lot, "your position is not going to influence me or this investigation." Faine was asked if he had observed Nash urinating at any point in the parking lot. Faine denies that he observed Nash urinating. He recalls Nash standing outside his truck for a few minutes but did not observe him urinating.

3. JACKIE GOLDAMMER

Jackie Goldammer, Events and Operations Director for SKyPAC, explained that she had an interaction with Nash on the night of his arrest after he had fallen down the stairs. She did not observe the fall however, but had observed him just prior to falling in the lounge ordering drinks. When she spoke with Nash, she informed him that he would have to leave. Nash pleaded with her to allow him to stay at the concert because his daughter was there. Ms. Goldammer ultimately agreed to allow him to stay but cautioned him that if his behavior continued, he would be told to leave.

C. VIDEOS/PHOTOS

I have been provided with three videos and three photos taken by one patron at the SKyPAC event. Those videos and photos are attached collectively hereto as Exhibit F. The first video shows Nash and his daughter leaving the front area of the SKyPAC. They are clearly having a discussion. Nash can be heard speaking on this video. Nash eventually walks past Deputy Wise and toward the side of SKyPAC to the parking lot area.

The second video shows Nash and his daughter continuing to walk to the parking lot behind SKyPAC and the SoKY Marketplace. The third video shows Nash and his daughter walking to his truck. His daughter can be seen getting into the passenger side of the vehicle while Nash opens the driver's door.

There are three photos as well, two of Nash and his daughter at the venue and one of Nash's truck in the parking lot. The vehicle has been moved from where it was previously parked.

D. BRIAN "SLIM" NASH

On August 29, 2019, Brian "Slim" Nash was interviewed in the presence of his attorney, Alan Simpson. Nash attended the Jamey Johnson concert with his 20-year-old daughter, Presley, on May 23, 2019. His ex-wife, Staci Talley, and her husband were also at the concert.

Prior to the concert, Nash and Presley went to Mariah's Restaurant, across the street from the venue. While there, he had one Long Island Iced Tea. They then attended part of the session performed by the "warm up" band. Nash drank beer and mixed drinks consisting of vodka and cranberry juice at SKyPAC. He believes he had two or three beers and the same number of vodka and cranberry mixed drinks during the evening. Prior to the Johnson concert, Nash purchased drinks for his ex-wife, Staci Talley, and her husband, Charles Talley, pursuant to Charles' request. Nash admits he was drinking throughout the evening.

During the concert, Nash and his daughter were sitting on the front row. He recalls placing his beer on the stage while watching the show. Thereafter, a security guard motioned for him to remove the drink, which he did. He did not converse with the security guard at the time.

Nash went to the lounge at one point to retrieve more drinks, reporting he bought a beer and a vodka and cranberry mixed drink. When asked if it's possible that he had two drinks in

each hand, Nash stated that he did not recall that but would not dispute it if someone said so. Regardless, the drinks he retrieved at this point were for him.

Nash reported that as he was walking down the steps, his pants slipped off his waist, at which point he sat down on the steps to prevent them from falling further. He denies that he "fell" down the stairs. He also denies that he spilled his drinks at this time. After he "sat down", Nash put both drinks down on the floor, stood up and pulled his pants up. Nash does not recall saying, "This G**d*** belt buckle is making me fall over the f***ing place."

Nash recalls a SKyPAC employee telling him he would not be allowed to re-enter the venue. Nash told them his daughter was inside and he really would like to go back in. While he doesn't recall their response, he recalls going back in. Nash denies making a statement such as, "Do you know who I am?"

Nash does not recall speaking with Jackie Goldammer, nor did he recall pleading his case to her even though he knows who Ms. Goldammer is. Although he doesn't recall being warned that he would have to leave if there were any more incidents, he doesn't dispute that this may have been said. Ultimately, Nash agrees that he may not be able to recall everything that was said due to his intoxication.

Nash admits that he recognized after the event that he should not drive. He and Presley, his adult daughter, walked to the truck following the event, at which point he turned the vehicle on so that they would have air conditioning in the truck. They spent a few minutes singing a couple of Jamey Johnson songs together that were played by his daughter on her phone. At some point while in the truck, he told Presley that he couldn't drive and that they would need to find a ride.

Presley called her mom (Nash's ex-wife, Staci Talley) to see if they could get a ride with her. Nash claims that Presley told him that Talley said they would take them home if he would pay \$50. He didn't know if she was serious or not, adding that he laughed and said they would find another way home.

At this point, Nash and Presley talked about getting an Uber, with Presley doing something on her phone, possibly downloading the Uber application. Nash had parked in a very noticeable location in the SKyPAC parking lot so he decided to move it to another spot in the parking lot so that anyone who drove by the next morning on their way to work wouldn't see his truck and know that he wasn't able to drive home.

Nash denies that he urinated in the parking lot. However, he does not deny getting into his truck and backing it out of the parking spot for purposes of moving the vehicle to another spot. After pulling his vehicle out of the parking spot, a sheriff's deputy walked up and asked him what he was doing. Nash replied that he was moving his truck. Nash does not recall saying, "the keys are not in the ignition."

Nash denies stumbling around after exiting his truck or pulling the floor mat out when he got out of the truck. However, he is sure he was probably slurring his words and had blood shot

eyes. In terms of the total amount of alcohol he consumed, Nash said he had four to six beers and four to six mixed drinks, over an approximate five-hour period.

Nash recalls the deputy sheriff saying something like "don't try to use your position to influence me," to which Nash responded that he hadn't said anything like that. He remembers some aspects of his encounter with the deputy and his subsequent arrest, but not all of it. Nash claims that he was not aware that a driver could be charged with DUI even for just moving his/her vehicle in a parking lot, explaining that he has since learned that.

Nash's daughter was in the truck during the traffic stop. When he was placed in the cruiser, Nash's daughter was standing outside along with his ex-wife, who had arrived on scene.

Nash denies ever using or trying to use his position as a city commissioner to gain favor with the deputies on May 23, 2019. He does not recall any SKyPAC employees being outside when he was stopped by deputies. Nash adamantly denies calling Joey Faine a "mother***er".

Nash was asked if he willingly went with the police when being placed in the police cruiser. He explained that he attempted to speak with his daughter before being placed in the cruiser but was told by the deputy that his daughter didn't want to speak with him. This was very shocking to him because of their close relationship. In response, he stopped moving forward and said he didn't believe the deputy. The deputy then "shoved him" inside the cruiser.

Nash recalls the deputy telling him that he had until the count of three to get in the car. When asked if he remembers saying "Or what?" in response to this, Nash said, "I don't doubt it."

After being placed in the cruiser, Nash spent the majority of the time trying to upright himself during the drive to jail. Nash was released at 6:02 a.m. the next morning when his ex-wife picked him up.

Nash learned after the fact that his license was suspended on the date of the incident. He believes the reason his license was suspended was because after paying fines for a traffic ticket in Jefferson County, he failed to complete a step related to the reinstatement process. In relation to the alcohol intoxication charge, Nash plead guilty and paid a fine and court costs. A copy of the guilty plea is attached hereto as Exhibit G.

Nash reported he contacted the Employee Assistance Program (EAP) through his prior employer (either Uspiritus or Center Stone of Kentucky) following this incident. However, upon resigning his position, he was denied access to the EAP. Although he had contacted EAP and scheduled an appointment prior to his resignation, he received a call about ten minutes before the scheduled appointment telling him that he was no longer eligible for EAP services. He is eligible for EAP through the City but had not availed himself of those services as of the date of the interview.

Nash was previously arrested for DUI in 2013. The charge was dismissed in 2017 after the field sobriety tests were suppressed. He subsequently plead guilty to a charge of improper turning. He was not a commissioner when he was arrested in 2013 but had been elected and was a city commissioner when the case was dismissed in 2017.

Regarding the incident on May 23, 2019, Nash agrees that his conduct "was not of the highest standards". He also agrees that he engaged in illegal behavior.

When asked what he believes the appropriate punishment would be for his actions, Nash recognizes that something must happen and suggested a public reprimand of some type was in order. Mr. Simpson added that Nash has lost a very good job as a result of this incident and has been "excoriated in social media". Nash agreed that some citizens of Bowling Green would agree that he did not maintain the highest standards of conduct that are expected of their public servants. Nash concluded the interview by stating that he was sorry for any embarrassment he may have caused the city or any citizen, as well as himself.

E. STACI TALLEY

Staci was previously married to Brian "Slim" Nash for eleven or twelve years, before divorcing in 2009-2010. Regarding Nash's drinking habits during their marriage, she reports that he would drink socially. His drinking did not cause any issues with their marriage. They have a daughter and son together.

Staci attended the Jamey Johnson concert with her husband, Charles Talley. She first saw Nash in the lounge area during the intermission between the opening act and the main act. Nash was drinking a cranberry and vodka mixed drink. Nash took her husband into the lounge so he could buy a drink in order to avoid the lines. Nash was being very friendly and chatty to her and her husband, which indicated to them that he had been drinking as this was unusual behavior for him towards them.

Presley called her that evening after the concert and asked if her stepbrother (Staci's husband's son) had arrived to pick up Staci and her husband. Staci asked Presley if they needed a ride. Staci told Presley, who then told Nash, that her stepbrother could give them a ride if they would pay him a little bit of money. Staci heard Nash say no, and then the phone hung up quickly. Staci adamantly denied saying it would cost \$50 to take them home. Staci added that they pay her stepson if he picks them up, and it's a general expectation for others to do the same.

Presley later told her she was trying to think of people they could call to come pick them up. It was so late at night that Presley didn't know what to do. Staci denied that Presley ever told her that they intended to call an Uber.

Soon after, Presley contacted her because Nash was being arrested. Staci proceeded to the scene. It was obvious to Staci that Nash had moved his truck. She thought he was under arrest for DUI. Nash was unsteady and was slurring his words. He wasn't combative but he also wasn't willingly complying with the deputies. This seemed to be related to him wanting to talk with Presley as they were trying to place him in the rear of the cruiser.

Nash's demeanor was such that Staci told Nash to do what the police said and to not argue with them. She further described that it was mainly his tone and him trying to turn around as they were trying to get him into the cruiser that caused her concern. Ultimately, the deputies had to use some force to get him inside.

F. PRESLEY NASH

Presley Nash is Brian "Slim" Nash's twenty-year old daughter. Prior to the concert, she and Nash went to Mariah's Restaurant near SKyPAC, arriving between 6:00 and 6:30pm. While at the restaurant, they sat at the bar because it was so crowded. They ate and then stayed a while after dinner. Nash drank alcoholic beverages while they were there, having more than one. She recalls he was drinking the "Mariah's Special Jar" drinks.

When they arrived at SKyPAC, they were invited into the lounge area. Entrance to the lounge was by invitation only. They stayed there for about an hour before Jamey Johnson's performance began. While in the lounge, Nash consumed possibly two mixed alcoholic drinks.

Nash continued to drink during the Jamey Johnson concert, having more than one alcoholic drink. Presley recalled Nash placing a beer on the stage at some point and security telling him to remove it. She believes Nash told security that he wouldn't do it again.

At one point, Nash went back to the lounge area to get more drinks. When he returned, he had two Bud Lights. Nash said to her that he had either fallen or his pants had fallen down.

After the concert, the two left the concert area and briefly went to the merchandise area. They then walked outside toward his truck. While walking, Nash told Presley that security guards or sheriffs deputies were following them.

After they got into Nash's truck, they discussed the need to find a ride home. Presley called her mother because she knew they were also at the concert and that her stepbrother was driving them home. During the phone call with her mother, Presley told her mother that Nash had been drinking and it probably was not the best idea for him to drive anywhere. Staci responded by offering them a ride home with her stepson if Nash would pay him some money for gas. Presley does not believe her mother gave a specific amount. Regardless, Presley did not tell Nash a specific amount. She believes she told him that a ride "was going to cost something." Nash was okay with the prospect of Presley's stepbrother driving them home until he found out he would have to pay him.

When asked why she thought they needed someone to drive them home, Presley said, "Because, I know that drinking and driving is not the best." When asked if Nash had told her that he had drank too much alcohol to drive, Presley said no.

Nash would not agree to pay Presley's stepbrother for a ride so the two then began discussing how to get a ride with an Uber. Presley was in the process of downloading the Uber application when Nash decided he needed to move his truck, telling Presley he didn't want his truck to be "in the way" for workers in the morning. She understood that he was going to move his truck to the end of the parking lot.

Presley recognized the sheriff's deputy that came to Nash's window as the same sheriff's deputy that had followed them to the parking lot. Presley remained in the truck when the deputies spoke to her dad and was unable to hear their conversation. Presley never heard Nash

identify himself as a city commissioner, or use a phrase like "Do you know who I am?" She did not hear anyone else refer to him in this manner.

G. MADEA HYMER

Following the Jamey Johnson concert, Madea Hymer and her husband approached their vehicle in the parking lot, whereupon they saw a deputy sheriff crouched down behind their truck. Her husband remote started the truck, which seemed to startle the deputy sheriff. They then asked him "What's going on?"

The deputy sheriff asked them not to move their truck. He pointed out a vehicle and said that it belonged to City Commissioner Slim Nash, who had been drinking very heavily. He informed them that they planned to prevent him from driving. At that point, she and her husband entered the truck and watched things unfold.

Nash sat in his truck for about 4 minutes or so and then began backing up. The deputy radioed someone and then he and another person took off running after Nash while yelling for him to stop. A police cruiser pulled in and then another one right after that. Hymer saw Nash's daughter looking out the window.

Hymer and her husband could not hear anything that was being said but Nash appeared "so far gone" that he dragged the floor mat out upon exiting his truck. In addition, he appeared to have to lean on the back of the truck because he couldn't stand up.

H. JEREMY HYMER

Jeremy Hymer and his wife saw a deputy sheriff standing by his truck after the Jamey Johnson concert. They spoke with the deputy who explained that they were watching Slim Nash, indicating where he was, and saying that they were trying to prevent him from drinking and driving.

Mr. Hymer observed Nash in his vehicle with the engine running. Nash then backed up and turned right like he was leaving the parking lot, driving about the distance of three parking spots before the deputy sheriff stopped him. When Nash got out of the truck, he dragged the floor mat out with him and pretty much had to lean against the truck to stand up.

III. CONCLUSIONS

City of Bowling Green Board of Ethics Policies declare that "[t]he people have a right to expect that every public official and employee will conduct himself or herself in a manner that will tend to preserve public confidence in and respect for the government he or she represents."

Section 25-3(1) provides as follows:

Public officials and employees must in all instances maintain their conduct at the highest standards.

Section 25-4 provides, in relevant part, as follows:

No public official or employee of the City or members of the board of any City agency as defined hereinabove shall knowingly: . . .

6. Use or attempt to use his or her official position to secure special privileges, exemptions, personal, or financial gain, or to avoid consequences of illegal acts for himself or herself, any family member, or others; . . .

9. Engage in illegal or unethical behavior, whether committed on or off duty, including, but not limited to:

- a. conduct that violates a federal, state or local law or ordinance, (excluding traffic violations) whether or not the violation relates directly to the duties of the public official. . . .

It is my conclusion that Commissioner Brian “Slim” Nash violated the City of Bowling Green ethics policies, Section 25-3(2) for failing to maintain his conduct to the highest standards, as well as Section 25-4(9) for engaging in illegal behavior that violated state law. Indeed, during his interview, Commissioner Nash admitted that he failed to maintain his conduct to the highest standards and engaged in conduct that was a violation of state law.

I am unable to conclude that Commissioner Nash engaged in conduct that violated Section 25-4(6), i.e., using or attempting to use his or her official position to secure special privileges or avoid consequences of illegal acts. Commissioner Nash denies that he ever identified himself as a city commissioner during the events on May 23, 2019. In addition, the sheriff’s deputies denied that he did so. Although the security guard at SKyPAC initially claimed Nash said “do you know how I am?” when asked to leave, the security guard could not confirm this statement during a follow up interview.²

²It is my understanding that this Report is not to include a recommendation as to penalty. Section VII(b) provides that the Report shall include a “summary of the interviews” and Section VII(c) provides that the Report shall include a “preliminary analysis of the complaint” and if a violation has occurred, “shall state in the report the section or sections of the Code of Ethics which have been violated.” I believe this Report satisfies those requirements. It is further my understanding that the procedures as set forth in Section X are to be followed by the Board of Ethics after receipt of this Report.

Ashley Jackson

From: no-reply@bgky.org
Sent: Wednesday, June 26, 2019 12:47 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on **June 26, 2019:**

Contact Information:

Name: Kirk Tinsley

Phone:

Email:

Information::

Thank you for unanimously voting to have Slim Nash's actions investigated. Please add my vote as a citizen who is disgusted by his behavior combined with his special treatment and lack of accountability. I would have submitted my opinion to you weeks ago, but did not know that I had the ability to do so. People make mistakes. I have made them myself. A decent citizen owns up to what they truly did. Mr Nash is not owning up to his true guilt. I don't want him making important decisions that have anything to do with my tax money or the city that I love. He needs to be removed from office. His a complete disruption and an embarrassment. It's my belief that he needs to be removed with the least amount of city funds wasted as possible. He's not worth it. If he had any honor, he would have already resigned. Thank you, Kirk Tinsley

Ashley Jackson

From: Bruce Wilkerson
Sent: Tuesday, June 25, 2019 8:04 AM
To: Ashley Jackson
Subject: Fw: Request to vote to remove Nash

From: Lisa Cooper [REDACTED]
Sent: Monday, June 24, 2019 2:35 AM
To: Bruce Wilkerson
Subject: Request to vote to remove Nash

I sent this on June 9. Not sure if it was not received, or was over looked.
Please advise what I need to do officially to get you all to vote to remove Mr Nash? Watching the June 18 meeting was very disconcerting to listen to Mr Nash speak about how BGPD needs to have important evidence preserved, when this is the same man numerous witnesses watched him from just a few feet away drive his vehicle when he could not stand up stable while he LIED directly to a Sheriff's Deputy. And that Deputy enabled Nash to scam the law because he invoked being a commissioner! Any future laws/ordinances he votes to implement will be disputed due to his criminal behavior has compromised the honesty and lack of transparency by this entire commission!
Please advise what I must do to move forward to have him removed?
Lisa Cooper

Dear Mayor,

As a resident, tax payer & voter of Bowling Green, KY for over 30 years I am requesting the sitting commissioners to hold a vote next meeting, June 18, 2019, and remove Mr Nash.

This is his third alcohol related arrest in a decade, and it shows a pattern of irresponsible choices. He continues to act inappropriately in public, gets preferential treatment & straight up lies! Regardless of his actual charges he has been arrested twice for actually driving while drunk! That is not acceptable. Elected officials are not expected to be perfect, but they must be held to at least the same standard as those they ask to represent. At minimum they should strive to be a law abiding person. He flat out lied to law enforcement, his attorney & to us by way of his attorney by stating he was not driving! Witnesses including the Deputy saw him driving!

How can we trust him to make laws that impact us, yet he gets a pass. I'm finding it difficult to trust any of you for not already addressing this matter at the last meeting. There was time between his arrest and the most recent meeting to get it on the agenda. Many of us citizens are disgusted at how the haves continue to flaunt their ability to skirt the laws you make & but expect us to follow.

This is a formal request that this vote be put on the agenda, and that you vote yes to remove him. Personally I plan to do everything I can to make sure no one in this city forgets what he has done from here until he is removed. If he is not, I intend to make sure no voter forgets that you current commissioners condone his criminal behavior by remaining silent. We are watching our government more closely than you might think.

Sincerely,
Lisa Cooper
[REDACTED]

Ashley Jackson

From: no-reply@bgky.org
Sent: Monday, June 24, 2019 11:29 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 24, 2019:

Contact Information:

Name: John Cacciatori

Information::

There is a certain city commissioner that seems to have a problem with alcohol, this individual is not setting a very good example for the city of Bowling Green, needs to be removed from the city commissioners position.

Ashley Jackson

From: no-reply@bgky.org
Sent: Monday, June 24, 2019 9:31 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 24, 2019:

Contact Information:

Name: Krysta Merideth



Information::
Vote Nash out.

Ashley Jackson

From: no-reply@bgky.org
Sent: Monday, June 24, 2019 7:40 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 24, 2019:

Contact Information:

Name: Dale Willis



Information::

Nash is an embarrassment. He needs to go. Or maybe the legal system gere needs looking at.

Ashley Jackson

From: no-reply@bgky.org
Sent: Monday, June 24, 2019 6:57 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 24, 2019:

Contact Information:

Name: James Murphy



Information::

I think it's a shame a commissioner can get away with conduct anyone else would be put in jail for. One chance maybe but two is a major problem. Do what is right for Bowling Green.

Ashley Jackson

From: no-reply@bgky.org
Sent: Monday, June 24, 2019 6:39 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 24, 2019:

Contact Information:

Name: Gail Thompson



Information::

We are thoroughly disgusted with slim Nash and was not one thing right about way his situation was handled everybody else has to hire a lawyer be out thousands of dollars go to jail we don't want this kind of person in office he does not resent himself as anybody that needs to be on the committee we the people want him out now do your job

Ashley Jackson

From: no-reply@bgky.org
Sent: Wednesday, June 19, 2019 11:02 AM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 19, 2019:

Contact Information:

Name: Gail Thompson

Phone:

Email:

Information::

My bone is about slim Nash and how his arrest was handled,,,, wasn't anything right about it, he should have been charged with DUI ,but that's mollycoddling one of your officials,,,,,is all it was ,,,,,making a difference between him and the regular citizen, nothing right about it and he should be out of office this is his second time, I used to clean his house I know a little bit about him,,,, Ethics Committee my foot,,,,, if you were you would have done got involved in this and he would not still be in there, we also know the leverage that he used to get into that position it was a sick child and he used it to the very low positions we the citizens demand something be done he is no better than any of the person that gets arrested for DUI and it cost them literally thousands of dollars they should be sent do national TV I'm going to see how far I can send it

Ashley Jackson

From: no-reply@bgky.org
Sent: Wednesday, June 19, 2019 1:37 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 19, 2019:

Contact Information:

Name: Linda Mitchell
Phone:
Email:

Information::

Would appreciate if you would take action to remove Slim Nash. The actions of this man is an embarrassment for the great city of Bowling Green.

Ashley Jackson

From: Christie White
Sent: Wednesday, June 19, 2019 12:38 PM
To: Ashley Jackson

Dear City Commission and Ethics Board Chair Mr. Barry Pruitt,

I am asking for the removal of City Commissioner Slim Nash from office due to his second DUI. I believe City Commissioner's, and our leaders should be good role models for their citizens, and their families. The conduct of Commissioner Slim Nash is not good for our city, and not somebody I want my children to look up to.

Thank you for your service to our city.

Sincerely Yours,
Christie White

Bowling Green KY,
42103.

Ashley Jackson

From: no-reply@bgky.org
Sent: Tuesday, June 18, 2019 5:35 PM
To: Ashley Jackson
Subject: New Ethics Concern from BGKY.org

This e-mail was sent from the Ethics Concern Form at the City of Bowling Green's website on June 18, 2019:

Contact Information:

Name: Linda Wilson

Phone:

Email: [REDACTED]

Information::

Lodging a complaint on commissioner Slim Nash. Very unprofessional and an embarrassment to the City of Bowling Green. Please take action to remove this individual from his seat on the board. Thank You

Ashley Jackson

From: Robbie Brown [REDACTED]
Sent: Monday, June 17, 2019 10:39 AM
To: Ashley Jackson
Subject: Resignation of Commission Nash

Dear City Commissioners and the Ethics Board,

I am writing to ask you to take action to remove Commissioner Slim Nash from his position. His recent conduct at Sky Pack does not reflect the kind of representation and good judgement that is needed in that public office.

Sincerely,

June Brown

Bowling Green Resident
[REDACTED]

This email has been checked for viruses by AVG.
<https://www.avg.com>

Ashley Jackson

From: Travis Coates [REDACTED]
Sent: Friday, June 14, 2019 10:55 PM
To: Ashley Jackson
Cc: Maria Jo Coates
Subject: Commissioner Slim Nash - resignation

Ms. Ashley, good evening, I hope this finds you well... please pass to the ethics board.

Dear City Commission and Ethics Board Chair Mr. Barry Pruitt,

I'm writing to request that you take action to remove Commissioner Nash from office. The Sky PAC event on May 23 is not reflective of good judgment or the kind of representation we need for the city of Bowling Green.

Furthermore, this is the second alcohol related incident Commissioner Nash has been involved in - both DUI's amended to lesser charges.

I have lost confidence in his ability to execute his duties as a commissioner.

Respectfully,

Jerry T. Coates
[REDACTED]

Bowling Green, Ky. 42104

Ashley Jackson

From: Tom Schaefer [REDACTED]
Sent: Friday, June 14, 2019 5:32 PM
To: Ashley Jackson
Subject: Ethics Violations / Remove Slim Nash

Dear City Commission and Ethics Board

Chair Mr. Barry Pruitt,

I'm writing requesting action to be taken to remove Commissioner Slim Nash from office. His recent conduct at a Sky PAC event on May 23 is not reflective of good judgment or the kind of leadership representation we need for the city of Bowling Green, KY.

On May 23rd, 2019, City Commissioner Slim Nash was seen publicly intoxicated leaving a Sky PAC event with his daughter. He was followed by a Sheriff's Deputy after he was witnessed urinating in the garage. Prior to exiting the garage the deputy pulled him over.

Commissioner Nash was cited for driving on a suspended driver's license for a previous DUI. He was also cited for public Alcohol Intoxication and taken to the Warren County Jail.

Commissioner Nash appeared in court on May 28th. A fine of \$25 and court costs was levied on the commissioner. There was no charge of DUI.

This is the second DUI incident for Commissioner Nash and both have been amended to lesser charges. There is a public perception that elected officials have one set of rules and the rest of the citizenry have another.

Please remove Slim Nash from his position as a city commissioner.

Sincerely,

Tom Schaefer
[REDACTED]

Bowling Green, KY 42104

Ashley Jackson

From: Tosha Wimpee [REDACTED]
Sent: Friday, June 14, 2019 12:17 PM
To: Ashley Jackson
Subject: Slim Nash

Dear City Commission and Ethics Board Chair Mr. Barry Pruitt,

I'm writing to request that you take action to remove Commissioner Slim Nash from office. His recent conduct at a Sky PAC event on May 23 is not reflective of good judgment or the kind of representation we need for the city. While I believe in forgiveness, this is the second incident that Commissioner Nash has been involved in with a DUI.

Sincerely,
Natasha Wimpee
[REDACTED]

Bowling Green, KY 42103

Ashley Jackson

From: Tammy Alexander [REDACTED]
Sent: Thursday, June 13, 2019 10:02 PM
To: Ashley Jackson
Subject: Requesting Action

Dear City Commission and Ethics Board Chair Mr. Barry Pruitt, I'm writing to request that you take action to remove Commissioner Slim Nash from office. His recent conduct at a Sky PAC event on May 23 is not acceptable for the city representative. this is the second incident that Commissioner Nash has been involved in with a DUI.

Sincerely yours,
Tammy Alexander
[REDACTED]
Bowling Green Ky
42101

Ashley Jackson

From: amilcar ochoa [REDACTED]
Sent: Thursday, June 13, 2019 9:04 PM
To: Ashley Jackson
Subject: Step down Mr Nash

Dear City Commission and Ethics Board Chair Mr. Barry Pruitt,
I'm writing to request that you take action to remove Commissioner Slim Nash from office. His recent conduct at a Sky PAC event on May 23 is not reflective of good judgment or the kind of representation we need for the city. While I believe in forgiveness, this is the second incident that Commissioner Nash has been involved in with a DUI.

Sincerely yours,
Amilcar Ochoa
[REDACTED]

Ashley Jackson

From: Sue Parrigin
Sent: Tuesday, June 11, 2019 2:36 PM
To: Ashley Jackson
Subject: Fwd: Vote

Excuse spelling errors!
Sent from my iPhone

Begin forwarded message:

From: Becky Cline [REDACTED]
Date: June 7, 2019 at 11:16:35 PM CDT
To: sue.parrigin@hgky.org
Subject: Vote

Please bring a vote at the next meeting to remove Nash,
An unanimous vote will remove him since the coward refuses to resign!

Ashley Jackson

From: no-reply@bgky.org
Sent: Saturday, June 08, 2019 4:59 PM
To: Ashley Jackson
Subject: Contact email from BGKY.org

You have received an email via the BGKY.org contact page. If an email has been included, you may reply to this message.

NAME:

EMAIL:

PHONE:

SUBJECT:
Board of Ethics

MESSAGE:
Take Nash out

Ashley Jackson

From: Robert Mills
Sent: Wednesday, June 05, 2019 11:44 AM
To: Ashley Jackson
Subject: RE: Board of Ethics Complaint

Good Morning Ashley,

It was very good to speak you yesterday and I appreciate your assistance with the procedures on how to file an ethics complaint.

I would like to file a an official complaint against City Commissioner Brian 'Slim' Nash due to his recent illegal and unethical behavior surrounding the situation that occurred on May 23rd of 2019 and his subsequent arrest and conviction.

It is my opinion the behavior from Mr. Nash during this night was a disgrace to the office of City Commissioner which he holds. He has disregarded the Bowling Green's Code of ethics and shed bad light on our city and the city government when he decided to become overly intoxicated at a public function. He then, against a police officer's orders, started his vehicle and attempted to move the vehicle. According to the Code of Ethics, Standards of Conduct, Section 25-4, paragraph 9, this conduct is not acceptable for persons who hold an elected office within the city of Bowling Green. It is very clear that Mr. Nash has violated this portion of the Code of Ethics by his actions and behavior which is stated below;

Engage in illegal or unethical behavior, whether committed on or off duty, including, but not limited to:
a. conduct that violates a federal, state or local law or ordinance, (excluding traffic violations) whether or not the violation relates directly to the duties of the public official .

Furthermore, there are serious questions surrounding the handling of the situation from the beginning. For example, if an ordinary citizen was to be intoxicated and started our vehicle they would be charged with Driving While Intoxicated. For the charges to only be Public Intoxication and subsequently being given only a \$25 fine with no further penalties shows the entire community the special treatment Mr. Nash has received due to his status as a City Commissioner. It is the opinion of many, including myself, that Mr. Nash should have had at least 3 different charges on him and should have been given the same penalties as any average citizen of Bowling Green. Again, I will quote the Code of Ethics, Section 25-4, Paragraph 6, which states;

Use or attempt to use his or her official position to secure special privileges, exemptions, personal or financial gain, or to avoid consequences of illegal acts for himself or herself, any family member, or others

It is very apparent through the whole of this the situation in question that Mr. Nash was not only given special privileges to avoid the consequences of illegal acts, but that he also engaged in both illegal and unethical behavior. These are very serious issues and concerns for the people of Bowling Green to have someone who holds a position of leadership in this community be treated as such. I believe there should be further consequences due to his blatant disregard for the office he holds.

I very much appreciate your help with this issue. If you have any questions or need to contact me, please do not hesitate.

Sincerely,

Robert Mills

Ashley Jackson

From: Ashley Jackson
Sent: Monday, June 03, 2019 7:32 AM
To: Barry Pruitt [REDACTED]; Debby Peeples
[REDACTED]; Gene Harmon; Joanna Futrell; Joey Powell; Michael Riggs
Subject: FW: Slim Nash

Another complaint was filed and sent directly to the Mayor. Please see email below.

Thank you.

Ashley Jackson, MMC
City of Bowling Green
City Clerk
1001 College Street
PO Box 430
Bowling Green, KY 42102
Phone: 270.393.3632
Fax: 270.393.3698

From: Bruce Wilkerson
Sent: Friday, May 31, 2019 3:58 PM
To: Gene Harmon <Gene.Harmon@bgky.org>; Ashley Jackson <Ashley.Jackson@bgky.org>
Subject: Fwd: Slim Nash

----- Forwarded message -----

From: "Melissa Willis" [REDACTED]
Date: Fri, May 31, 2019 at 3:16 PM -0500
Subject: Slim Nash
To: "Bruce Wilkerson" <Bruce.Wilkerson@bgky.org>

Mayor Wilkerson:

I am writing to ask that you vote to remove Slim Nash as a City Commissioner. I've read about the ethics investigation that is going to be conducted but in all honesty, I do not believe a fine or reprimand is enough of a punishment for Mr. Nash's behavior at SKYPAC on the night in question. The reports I've read are that he was falling down stairs while inside, his pants fell down and that staff wanted to remove him before someone intervened and allowed him to stay. This is not the behavior of someone who has been trusted to assist in the running of our city. It is an embarrassment. And then for him to not even publicly apologize for his behavior and instead let his attorney issue a statement on his behalf? Which statement did not include an apology but talked about what others were doing at the concert. The other attendees at the concert are not elected officials and their behavior is not scrutinized as Mr. Nash's is, especially considering his prior history of alcohol abuse.

Again, I am asking that you vote to remove Mr. Nash as a City Commissioner. Thank you.

Melissa Willis

Board of Ethics

Office of City Clerk

Ashley Jackson

1001 College St

Bowling Green KY 4201

Received by
Office of City Clerk
Date 5/29/19 *AJ*

On behalf of city of Bowling Green I would like to file an ethics complaint against Commissioner Slim Nash on the incident of public intoxication he pleaded no contest too.

This is an embarrassment to the city and I would think against the code of ethics public officials are sworn to keep.

I do this anonymously according to section IV of the policy you have on file allows I hope the committee sees fit to investigate further. We need to expect the highest behavior possible from our elected officials.

Ashley Jackson

From: no-reply@bgky.org
Sent: Tuesday, May 28, 2019 4:14 PM
To: Ashley Jackson
Subject: Contact email from BGKY.org

You have received an email via the BGKY.org contact page. If an email has been included, you may reply to this message.

NAME:
Chester McNulty

EMAIL:
[REDACTED]

PHONE:
[REDACTED]

SUBJECT:
Board of Ethics

MESSAGE:

I am concerned with how the DUI/ Public drunkenness that was given to Slim Nash. Any one else in the city would have received the proper punishment for their indiscretions. The point for this email is to requested that the ethics board review the recent and past conducts of Slim Nash and to consider removing him from the seat he now holds with the City Commission. I think it is embarrassing to see how Slim Nash continues to stain the reputation of this city. I would appreciate a reply back as to the course of action that will come from this email. Thank you for your time and your service to this city.

Ashley Jackson

From: no-reply@bgky.org
Sent: Saturday, May 25, 2019 5:43 AM
To: Ashley Jackson
Subject: Contact email from BGKY.org

You have received an email via the BGKY.org contact page. If an email has been included, you may reply to this message.

NAME:

EMAIL:

PHONE:
[REDACTED]

SUBJECT:
Board of Ethics


MESSAGE:
Nash needs to go!

Ashley Jackson

From: Ted Gray [REDACTED]
Sent: Tuesday, July 09, 2019 10:11 AM
To: Ashley Jackson
Subject: Slim Nash

Slim has been a tireless supporter of all citizens of Bowling Green, including the marginalized. I believe he was targeted in the recent PI situation. I question the legality of the move to pawn off to a special counsel.

Ted
Sent from my iPhone


Ethics Commission
c/o Ashley Jackson
City of Bowling Green
1001 College Street
Bowling Green, KY 42101

Dear Ethics Commission members and/or Special Counsel,

This correspondence is in regard to the incident that took place at a concert venue in Bowling Green, resulting in the arrest of City Commissioner Slim Nash.

It is my understanding that Mr. Nash was held for public intoxication for imbibing while at the event. I am unsure what exactly led to his arrest, but have gathered from reports by media, etc. that he was in the process of calling for an Uber to pick him up, along with his daughter, when he was approached.

Now, fast forwarding from that, it has been brought to my attention that a special counsel will be assembled to decide whether or not Mr. Nash is to continue in his duties as City Commissioner. I was a bit surprised by this. While he did make an error in judgement that evening, one that has already cost him dearly, I do not feel it warrants him being removed from his post.

Has Mr. Nash fulfilled his duties to the best of his abilities? I feel that he has and don't think many could find fault with how he has performed them. He makes himself available at any time for the people he is serving, and clearly works tirelessly to address the many issues that arise daily, weekly, monthly. He does his level best to assist all citizens of this community and is a valued member.

Mr. Nash also goes above and beyond to let folks know of daily happenings such as power outages, traffic issues, road conditions and other important issues that directly and indirectly help ensure one's safety, etc. If others in office are showing the level of commitment that Slim does, then I am not aware of it.

It is my belief that perhaps there is some confusion of morals and ethics concerning this incident. What exact codes have been violated by what happened? I beg of you to consider your own actions carefully before removing a person from office who truly wants the best for the citizens of Bowling Green. You have only to look at his past work record, his work ethic and the long list of his many supporters to see that he deserves to stay in office. I appreciate your time and consideration of my request.

Sincerely,

Rhonda Bartley


Bowling Green, KY 42104

Ethics Commission
c/o Ashley Jackson
City of Bowling Green
1001 College Street
Bowling Green, KY 42101

Dear Ethics Commission members and/or Special Counsel,

This letter is in regard to the investigation into City Commissioner Slim Nash's behavior at a concert in Bowling Green that led to Warren County Sheriff's deputies arresting him for public intoxication.

From what I have been able to gather from media reports, Mr. Nash was not obnoxiously out of control. Yes, he had been drinking. Yes, he started his truck so that his daughter would have some cool air as he phoned for an Uber. Apparently, he should have let his daughter start the truck, but he likely was not aware that doing that without putting it in gear would result in a violation. I know that I would not have known that.

As far as I am concerned, the good that Mr. Nash does for the marginalized citizens of our city far outweigh his apparent faulty judgement in a personal situation, starting the vehicle so his daughter would be comfortable. He works tirelessly for this city and all its citizens, even the ones that other city officials do not consider worthy.

Mr. Nash responds to telephone calls, letters, and emails. I only wish all the city commissioners were as concerned about their constituents that they would do the same. Perhaps an investigation of commissioners who do not respond to constituents would be in order. There is one commissioner who, I am fairly certain, does not even read the emails sent to the city account.

It appears the city may be confusing morals with ethics in this circumstance. Mr. Nash has done nothing in the performance of his duties to warrant ouster in a manner other than through the ballot box. I am not comfortable with a handful of individuals appointed (not elected) to decide who gets to remain in office unless the person has willfully and knowingly behaved unethically in the performance of his duties. And, according to the responsibilities assigned to the Ethics Commission in the Ethics Code, I do not understand the need to abdicate the responsibilities to a special counsel.

American history is full of good leaders who made what some people would describe as poor personal decisions, and yet they are revered to this day for the advances they made on behalf of those they represented. I urge you to accept Mr. Nash's apology for his actions and to focus on his performance in his duties as a commissioner.

Should the majority of voters in Bowling Green believe that he should not continue in this role, they will have the opportunity to voice that opinion at the ballot box.

Sincerely,

Debi Wade Jordan

Bowling Green, KY 42104

CHRISTOPHER R. LAUTH

3616 Water Mill Ave
Bowling Green, Kentucky 42114

lauthc@gmail.com
270.842-4281

July 2, 2019

City of Bowling Green, Kentucky
Board of Ethics
c/o Ashley Jackson
1001 College Street
Bowling Green, Kentucky 42101

RE: Support for Commissioner Brian "Slim" Nash

Dear Ms. Jackson and esteemed members of the Board of Ethics,

I'm writing to you today in support of Commissioner Nash regarding the board's recent decision to seek special counsel to investigate claims into potential ethics violations. Commissioner Nash has been an endearing public servant who has a solid record of serving our community. He has made a difference in the lives of many and continues to do so today.

While I do not condone the Commissioner's recent actions regarding the charge of public intoxication, the Commissioner has pleaded guilty, accepted responsibility, and paid his legal and court fees. Additionally, the Commissioner has sustained significant public embarrassment, including the loss of his main source of income through his employment at Uspiritus. At this point, I believe the punitive measures have become disproportionate to the behavior. This is especially true when one looks more broadly at all the good the Commissioner has done for our community.

I forgive Commissioner Nash and accept his apology. As someone who understands what it is like to be a fighter for children, the underrepresented, and for the entire community, there's an emotional toll that can take on even the most grounded people. We often take for granted the job by our elected leaders, but make no mistake, there's a price to pay for that compassion, that selflessness, and it often manifests as a personal price.

Constructive criticism should be reserved for those who don't see their mistakes. When mistakes are understood and acknowledged, compassion, forgiveness, and support are the only things really required of us. I urge you throughout this process to take seriously into consideration, the totality of this man and his service. It is my ask and my hope that you weight this against the narrow impact of the negative behavior that has been acknowledged and apologized for by the Commissioner. If we do not possess this simple compassion among us, then how virtuous can we really claim ourselves to be? Thank you for your careful consideration of this matter.

In trust and pride in our BG community,



Christopher R. Lauth



City of Bowling Green, Kentucky Board of Ethics
C/O Ashley Jackson, City Clerk
1001 College Street
Bowling Green, KY

Dear Board of Ethics Members,

I owe each of my family, friends, supporters, and the community a personal apology for the events surrounding my arrest for public intoxication on Thursday, May 23, 2019.

I want to begin by expressing my tremendous remorse for any re-traumatization that my actions may have caused to any individual who has personally been harmed or had a loved one harmed by an alcohol related incident. I have spent the majority of my life trying to help people and would never intentionally do harm.

I also want to express my overwhelming remorse to my family for bringing embarrassment upon them due to their association with me. I'm sorry you have had to suffer from my bad decision.

I have spent my life helping others and always try to bring about the best possible result. I may not always succeed, but I do try.

Because of my public role, my personal shortcomings are on display and often fodder for all. Those shortcomings reflect poorly on me, sometimes hurt those I love the most and damage the work of being your City Commissioner. For this, I am truly sorry.

It is an honor to be your City Commissioner. Being your voice in local government is not just a job, it has become a part of who I am as a person. I will continue to be your voice.

I am no longer employed at Uspritus Centerstone (formerly Bellewood Home for Children). I have spent the last 12 years of my life working with and for the vulnerable youth and families that have come in contact with this agency. I am sad to leave. As this is my main source of income and how I provide for my family, I will need to find other employment in the near future but for the next month or so I am going to spend some time working on picking up the broken pieces, putting them back together and hopefully being a stronger person in the broken places.

Please know that I am always a work in progress and I am far from perfect. I don't plan on making the same mistakes, but I am confident that I will make mistakes in the future. I am trying hard not to give up and I hope you won't give up on me.

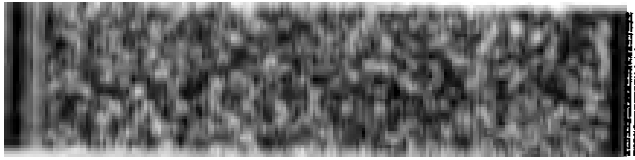
I am truly embarrassed. I hope you will believe what you hear me say instead of what you read on social media. I have, without a doubt, made a mistake. A mistake that I have owned, plead guilty to, paid fines and court costs and separated myself from my full-time employment. Also, without a doubt, there are some who revel in my shortcomings. Make no mistake that if they rejoice in my inadequacies they will, if you fail, rejoice in yours. I know that my mistakes are not my best version of myself but based upon some of the things I have read and my children have seen, some people only appear to have one version of themselves and it appears to be harmful.

I don't blame you for being upset with me. I assure you, I am upset with myself. I cannot undo the past. I can only ask your forgiveness and try to be a better person in the future. I value our relationship, whatever it may be ... acquaintance, neighbor, friend, client, advocate, citizen, politician, etc. ... and hope it can continue in spite of my inadequacies.

Humbly,
Brian "Slim" Nash, Commissioner

COMMONWEALTH OF KENTUCKY

JAIL COPY UNIFORM CITATION

OFFENDER / VIOLATOR	AGENCY WARREN COUNTY SHERIFF DEPT.						ORI: 1140000		JAIL	
	NAME: LAST, FIRST, MI, FILIAL NASH, BRIAN LEE						ATTN: UNKNOWN			
	ALIAS NAME: LAST, FIRST, MI, FILIAL						HOME PHONE UNKNOWN			
	ADDRESS (NUMBER, NAME, SUFFIX)						EMERGENCY PHONE UNKNOWN			
VEHICLE	CITY BOWLING GREEN						STATE KY		ZIP CODE/EXTENSION 42103	
	ID TYPE OPERATOR'S LICENSE		ID ST KY		ID NUMBER		S. S. NUMBER		MARITAL STATUS DIVORCED	
	DATE OF BIRTH		SEX <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE		RACE <input checked="" type="checkbox"/> WHITE <input type="checkbox"/> BLACK <input type="checkbox"/> AM. INDIAN OR ALASKA <input type="checkbox"/> ASIAN		HEIGHT 5' 07"		WEIGHT 250	
	PLACE OF EMPLOYMENT / OCCUPATION		CITY		STATE		HAIR COLOR BROWN		EYE COLOR GREEN	
	<input type="checkbox"/> COMMERCIAL VEHICLE		<input type="checkbox"/> PLACARDED HAZARDOUS VEHICLE		ETHNIC ORIGIN <input type="checkbox"/> HISPANIC <input checked="" type="checkbox"/> NON HISPANIC		ALCOHOL/DRUG INVOLVEMENT <input checked="" type="checkbox"/> ALCOHOL <input type="checkbox"/> DRUGS <input type="checkbox"/> UNKNOWN		B.A. RESULTS <input type="checkbox"/> BREATH NOT REQUESTED <input type="checkbox"/> BLOOD NOT REQUESTED <input type="checkbox"/> URINE NOT REQUESTED	
	VEHICLE MAKE		VEHICLE MODEL		VEH. YEAR		VEHICLE COLOR		VEH. TYPE	
	REGISTRATION: STATE, YEAR, NUMBER		VEHICLE IDENTIFIERS		MPH		IN MPH ZONE		VIOL KEY	
	VIOLATION DATE 05 23 2019		VIOLATION TIME 11:22 PM		EXACT LOCATION OF VIOLATION E 8TH AVE		MILES		DIRECTION	
	ARREST DATE 05 23 2019		TIME OF ARREST 11:35 PM		EXACT LOCATION OF ARREST E 8TH AVE		MILES		DIRECTION	
	CITY BOWLING GREEN		COUNTY WARREN		SECTOR		CITY BOWLING GREEN		COUNTY WARREN	
DATE / TIME	NUMBER 1 of 1		VIOLATION CODE 02304		ASCF 0		STATUTE/ORD. 222.202(1)		CHARGE(S) 1	
	STARTING CASE		ENDING CASE		DRUG TYPE					
	POST-ARREST COMPLAINT									
	Charge 1: ALCOHOL INTOX IN A PUBLIC PLACE (1ST & 2ND OFFENSE)									
	On the above date I observed above subject while I was working a special detail at SKYPAC who appeared extremely intoxicated. I followed above subject outside the building as he walked to his vehicle. Once outside of his vehicle above subject got into his vehicle, and started the engine. Before above subject left the parking lot, I made contact the above. The above stated he was not going anywhere and I asked him to exit the vehicle. Above was very unsteady on his feet, had slurred speech and smelled of alcoholic beverage. Above had his daughter in the vehicle with him at the time he was attempting to leave the parking lot. Above was placed under arrest. Upon walking above to Deputy Smith's cruiser, he stopped and tried to talk to his daughter. Above was given verbal commands to enter the vehicle to which he passively stood still. Above was placed in the vehicle with a minimum amount of force. Above asked multiple times of the cruiser cameras was on, to which deputies replied they were not.									
	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> FILED MAY 24 2019 BRANDI DUVALL, CLERK WARREN CIRCUIT/DISTRICT COURT </div>									
	COURT DATE		COURT TIME		<input type="checkbox"/> PAYABLE <input checked="" type="checkbox"/> COURT		COURT LOCATION WARREN			
	ARRESTED									
										
	<input type="checkbox"/> SERVING WARRANT FOR OTHER AGENCY SPECIFY: -									
OFFICER SIGNATURE Wise, B.		BADGE/I.D. NUMBER 407		ASSIGNMENT 114		<input type="checkbox"/> IN-CAR VIDEO <input type="checkbox"/> FINGERPRINTS <input type="checkbox"/> PHOTOS <input type="checkbox"/> EVIDENCE HELD				
CHARGES AND POST-ARREST COMPLAINT	YEAR 19		CONTROL NUMBER DE91670		TYPE 2					

Law Incident Printout
08/07/2019

Report Number:

Incident Number: 2019024990

Closed: 05/24/19 00:12:41

In Progress: No
Nature: TS - TRAFFIC STOP
Location: 801 COLLEGE ST
Grid: 1022
Bldg/Bus.: SKYPAC PERFORMING ARTS CENTER
City: BOWLING GREEN
Dispatch Zone:
Alarm Method:
Call Category:
Loc. Occurred:
Cross 1: E 8TH AV

Priority: 3 - IMPORTANT / NOT URGENT
Apt.:
Callback #:
Bldg #:
State: KY
Postal Code: 42101
Unit Location:
Apt.:
7TH AV

	Area	Zone	District	Jurisdiction
Law	10			BGP
Fire	1			BG
Ambulance				

Compl./Person:	Name	Type	Phone	Ext Address	Address 2	City	State	DOB	Gender	Ethnicity
	NASH, BRIAN L	Driver				BOWLING GREEN	KY		Male	White

Callback Phone:

N.Watch: No

See Officer: No

Calltaker: chaves

Dispatcher: chaves

Received	Scheduled	Shipped	Dispatched	On Scene
05/23/19 23:15:36		05/23/19 23:15:39	05/23/19 23:16:58	05/23/19 23:16:58

Unit	Type	Dispatch	En Route	Staged	On Scene	In Cmd	Transport	Arrived	Ref facility	Open Rpt	Avail
415	Pat	23:16:58	23:16:58		23:16:58		23:44:11	23:48:22			00:12:41
407	Pat	23:23:27	23:22:13		23:22:13						00:01:41

Unit	Agency	Officer Number	Officer Name	Primary
415	SO	415	Smith, Austin P (415)	X
407	SO	407	Wise, Brian (407)	

Agency	Report Number	Officer
--------	---------------	---------

Primary Disposition	Officer	Report
ARREST - IN SERVICE WITH AN ARREST		

Secondary Disposition	Officer	Report
CIT - IN SERVICE WITH CITATION		

Driver License	State
	KY

Tag	State	Type	Year	VIN	Description
	KY				2013 TOY PK GRN

Boundary Notes:

Type Note

Note	Time	Note By	Console
New Call	23:15:40	chayes	
Location changed from null to 801 COLLEGE ST	23:15:48	chayes	
Grid changed from null to 1022	23:15:48	chayes	
Map Page changed to 40B	23:15:49	chayes	
Building/Business changed from null to SKYPAC PERFORMING ARTS CENTER	23:16:49	chayes	
415 assigned to 2019024990 with a status of On Scene	23:16:58	chayes	
Tag number [REDACTED] KY added	23:17:08	chayes	
CIC submitted for Query Vehicle: [REDACTED]	23:17:09	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:10	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:10	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:11	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:11	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:11	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:12	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:12	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:12	chayes	
CIC Reply received for Query Vehicle: [REDACTED]	23:17:12	chayes	
Driver License [REDACTED] KY added	23:18:09	chayes	
CIC submitted for DRIVER LICENSE BY OLN: [REDACTED]	23:18:09	chayes	
CIC Reply received for DRIVER LICENSE BY OLN: [REDACTED]	23:18:10	chayes	
CIC Reply received for DRIVER LICENSE BY OLN: [REDACTED]	23:18:10	chayes	
CIC Reply received for DRIVER LICENSE BY OLN: [REDACTED]	23:18:11	chayes	
CIC Reply received for DRIVER LICENSE BY OLN: [REDACTED]	23:18:11	chayes	
Vehicle [REDACTED] KY Description changed to 2013 TOY PK GRN.	23:19:01	chayes	
Driver 1 added	23:19:17	chayes	
Driver 1 First Name changed from null to BRIAN	23:19:18	chayes	
Driver 1 Last Name changed from null to NASH	23:19:44	chayes	
Driver 1 Middle Name changed from null to L	23:19:46	chayes	
Driver 1 Ethnicity changed from null to White	23:19:49	chayes	
Driver 1 Date of Birth changed from null to [REDACTED]	23:20:00	chayes	
Driver 1 Address 1 changed from null to [REDACTED]	23:20:10	chayes	
Driver 1 City changed from null to BOWLING GREEN	23:20:13	chayes	
Driver 1 State changed from null to KENTUCKY	23:20:15	chayes	
407 status changed to On Scene	23:22:13	chayes	
407 timer set to 5.0 minutes	23:22:13	chayes	
Unit 415 changed to Backup	23:22:21	chayes	
Unit 407 changed to Primary	23:22:21	chayes	
10-15	23:22:31	chayes	
407 assigned to 2019024990 with a status of Dispatched	23:23:27	chayes	
407 ADV 415	23:24:10	chayes	
WILL BE TRANSPORTING	23:24:25	chayes	
407 U timer reset to Thursday, May 23, 2019 23:34 (5 minutes)	23:29:43	chayes	
415 U timer reset to Thursday, May 23, 2019 23:33 (3 minutes)	23:30:41	chayes	
tscrug viewed Incident	23:33:36	tscrug	
407 U timer reset to Thursday, May 23, 2019 23:40 (5 minutes)	23:35:19	chayes	
415 U timer reset to Thursday, May 23, 2019 23:38 (3 minutes)	23:35:24	chayes	
415 status changed to To Facility	23:44:11	chayes	
415 timer set to 60.0 minutes	23:44:11	chayes	
415 Is Transporting to Facility: WARREN COUNTY JAIL	23:44:12	chayes	
415 To Facility Odometer changed from NULL to 63164.0	23:44:12	chayes	
407 U timer reset to Thursday, May 23, 2019 23:49 (5 minutes)	23:44:52	chayes	
415 status changed to At Facility	23:48:22	tscrug	
415 timer removed	23:48:22	tscrug	
415 At Facility Odometer changed from NULL to 63165.0	23:48:23	tscrug	
415 Total Mileage changed from 0 to 1.0	23:49:24	tscrug	
407 U timer reset to Friday, May 24, 2019 00:05 (5 minutes)	00:00:18	chayes	
407 status changed to Available	00:01:41	chayes	
Unit 407 changed to Backup	00:03:39	chayes	
Unit 415 changed to Primary	00:03:39	chayes	
407 Is primary unit 415 was just transporting for him	00:05:19	chayes	
Primary Disposition changed from null to ARREST - IN SERVICE WITH AN ARREST	00:08:50	tscrug	
Secondary Disposition CIT - IN SERVICE WITH CITATION added	00:08:55	tscrug	
415 ADV	00:11:31	tscrug	
415 ADV THAT 407 HAS 1 CITATION AND IT WAS A TRANSPORT ONLY ON HIS PART	00:12:37	tscrug	
415 status changed to Available	00:12:37	tscrug	
Law Incident 2019024990 completed	00:12:41	tscrug	
	00:12:43	tscrug	

UNIFORM CITATION

OFFENDER / VIOLATOR	AGENCY: WARREN COUNTY SHERIFF DEPT. NAME: LAST, FIRST, MI, FILIAL NASH, BRIAN LEE ALIAS NAME: LAST, FIRST, MI, FILIAL						ORI: 1140000 ATTN: <input type="checkbox"/> HOME PHONE UNKNOWN EMERGENCY PHONE UNKNOWN		COURT									
	ADDRESS (NUMBER, NAME, SUFFIX) BOWLING GREEN						KENTUCKY RESIDENT STATUS <input checked="" type="checkbox"/> P: FULL-TIME <input type="checkbox"/> P: PART-TIME <input type="checkbox"/> N: NON RESIDENT											
	CITY: BOWLING GREEN STATE: KY ZIP CODE/EXTENSION: 42103						MARITAL STATUS: DIVORCED VICTIM'S RELATIONSHIP TO OFFENDER:											
	ID TYPE: OPERATOR'S LICENSE ID ST: KY ID NUMBER: S. S. NUMBER:						HEIGHT: 5' 07" WEIGHT: 250 HAIR COLOR: BROWN EYE COLOR: GREEN											
VEHICLE	<input type="checkbox"/> COMMERCIAL VEHICLE <input type="checkbox"/> PLACARDED HAZARDOUS VEHICLE						ETHNIC ORIGIN <input type="checkbox"/> HISPANIC <input checked="" type="checkbox"/> NON HISPANIC		ALCOHOL/DRUG INVOLVEMENT									
	DATE OF BIRTH: SEX: <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE RACE: <input checked="" type="checkbox"/> WHITE <input type="checkbox"/> BLACK <input type="checkbox"/> AM. INDIAN OR ALASKA <input type="checkbox"/> ASIAN						B.A. RESULTS <input type="checkbox"/> BREATH NOT REQUESTED <input type="checkbox"/> BLOOD NOT REQUESTED <input type="checkbox"/> URINE NOT REQUESTED			<input checked="" type="checkbox"/> ALCOHOL <input type="checkbox"/> DRUGS <input type="checkbox"/> UNKNOWN								
	PLACE OF EMPLOYMENT/OCCUPATION: CITY: STATE:																	
	VEHICLE MAKE: VEHICLE MODEL: VEH. YEAR: VEHICLE COLOR:																	
DATE / TIME	VEH. TYPE: REGISTRATION: STATE, YEAR, NUMBER: VEHICLE IDENTIFIERS: MPH: IN MPH ZONE: VIOL. KEY:																	
	VIOLATION DATE: 05/23/2019		VIOLATION TIME: 11:22 PM		EXACT LOCATION OF VIOLATION: E 8TH AVE		MILES: DIRECTION: CITY: BOWLING GREEN											
	ARREST DATE: 05/23/2019		TIME OF ARREST: 11:35 PM		EXACT LOCATION OF ARREST: E 8TH AVE		MILES: DIRECTION: CITY: BOWLING GREEN											
							COUNTY: WARREN SECTOR:											
CHARGES AND POST-ARREST COMPLAINT	NUMBER: 1 of 1		VIOLATION CODE: 02304		ASCF: 0		STATUTE/ORD.: 222.202(1)		CHARGE(S): 1		STARTING CASE:		ENDING CASE:		DRUG TYPE:			
	of																	
	of																	
	of																	
POST-ARREST COMPLAINT Charge 1: ALCOHOL INTOX IN A PUBLIC PLACE (1ST & 2ND OFFENSE) On the above date I observed above subject while I was working a special detail at SKYPAC who appeared extremely intoxicated. I followed above subject outside the building as he walked to his vehicle. Once outside of his vehicle above subject got into his vehicle, and started the engine. Before above subject left the parking lot, I made contact the above. The above stated he was not going anywhere and I asked him to exit the vehicle. Above was very unsteady on his feet, had slurred speech and smelled of alcoholic beverage. Above had his daughter in the vehicle with him at the time he was attempting to leave the parking lot. Above was placed under arrest. Upon walking above to Deputy Smith's cruiser, he stopped and tried to talk to his daughter. Above was given verbal commands to enter the vehicle to which he passively stood still. Above was placed in the vehicle with a minimum amount of force. Above asked multiple times of the cruiser cameras was on, to which deputies replied they were not.																		
COURT	COURT DATE:		COURT TIME:		<input type="checkbox"/> PAYABLE		COURT LOCATION: WARREN										19	YEAR
	ARRESTED		<input checked="" type="checkbox"/> COURT		TOTAL PREPAYABLE AMOUNT: NOT PREPAYABLE													
CASE	COURT CASE NUMBER:																DE91670	CONTROL NUMBER
	WITNESS 1 NAME: LAST, FIRST, MI, FILIAL:																	
	WITNESS 1 ADDRESS (NUMBER, STREET, SUFFIX):																	
	WITNESS 2 NAME: LAST, FIRST, MI, FILIAL:																	
WITNESS 2 ADDRESS (NUMBER, STREET, SUFFIX):																2	TYPE	
<input type="checkbox"/> SERVING WARRANT FOR OTHER AGENCY SPECIFY: -																		
OFFICER SIGNATURE: Wies, B. BADGE/ID. NUMBER: 407 ASSIGNMENT: 114																		
IN-CAR VIDEO FINGERPRINTS PHOTOS EVIDENCE HELD																		

City of Bowling Green re: Nash

May 23, 2019 Dispatch Calls

407.

Subject I called you about, he's parked at the SoKY Market Place, getting ready to get in his vehicle.

10-4, 415 or 416, any one of you close downtown, [inaudible] 407.

22. [REDACTED]

I've been cleared to head that way, where's he at?

Possible intoxicated subject trying to get in a vehicle.

10-4. I'll clear here and start that way.

10-4, 2306.

22, if you want to call me, I'll advise you what's going on.

10-4. Hiking back to my car, I'll call you as soon as I get to it.

10-4. [REDACTED]

415, we'll head that way as well.

10-4, I'm on Main Street now, I'll head to him.

[Inaudible]

10-4, if you want to park at Dollar General, try to get [inaudible] before [REDACTED] gets in his vehicle.

County, 99 (?).

415, he's getting into his vehicle.

39, go ahead.

39, can you call the office?

10-4.

407, I'm at the Dollar General.

415.

[Inaudible]

Go ahead.

Kentucky [REDACTED]

Can you give me a report number?

Report number's gonna be 2019-OR-01220-01220.

407.

407.

Copy Kentucky Driver's License.

10-4, go ahead.

[REDACTED].

10-4, 2313.

County 407, copy that.

Go ahead, brother.

[REDACTED], 2013 Toyota pickup, green in color to Brian Lee Nash, [REDACTED],
Bowling Green. Expiration is 04 of '19, showing it expired 04 of '19. Break.

Brian L. Nash of Scott Lane, showing driver status as suspended for failure to enroll
in traffic school. Subject is clear [inaudible] [11:18] at this time.

[Inaudible]

You want me to leave this as a traffic stop or link it to the special detail that you all are on?

You can leave it as traffic stop, what was the rest?

[Inaudible] 4-wheeler [inaudible] [13:45].

Go ahead.

Baker [REDACTED].

10-4. Have you been able to confirm the identity of the driver yet?

[Inaudible] [14:44]

Calling 39.

10-4, I've got a subject on the phone that subject was out with that has property damage. I've got his name, his phone number and his address where he lives at. Do you want me to go ahead and give him the report number, that way he'll have it to reference if he needs to call back in?

Give him 30's information and the report number.

10-4, 2320.

The same address city gave us or is that another one?

It's gonna be [REDACTED].

County 407, 415 status.

10-4.

407.

407.

I'm going to be doing a citation on him. 15's going to transport for me.

10-4, he need to be primary?

10-4.

10-4. You did advise 15, correct?

That's 10-4. I'm in my cruiser now, driving around to where they are.

10-4, 2322.

407.

I'm 97 with the other unit in my cruiser. [REDACTED]

2323.

County 430, all unit status.

2329 County 415, status.

10-4, 2329.

422.

I'm parked [inaudible] [24:03]

2329.

County 407.

Go ahead. [REDACTED]

Can you contact 416?

[Inaudible]

2330.

407, County.

Be advised my 1015 now.

2322, 2-3-2-2.

County.

Go ahead.

[Inaudible] 10-7 [29:45].

10-4, 2335.

430 County.

Go ahead.

[Inaudible] the owner. 4-wheeler's been returned to the owner.

234[inaudible].

430 County.

Go ahead.

Show myself at 39, I'll be en route to the [inaudible] again [36:28].

Go ahead.

27913.

10-4, unit [inaudible] [36:38].

2342.

County.

415.

Arrived at the jail, beginning mileage.

15, go ahead.

63164.

2344.

15, can you call me?

430.

430.

10-6, [inaudible], copying.

Go ahead.

27915.

2348.

415 go on.

415.

1097 1050, copy me.

Go ahead.

63165.

2349.

416 County.

416.

You can put myself in 28, out to the EPO attempt on Cemetery Road.

10-4.

439 County.

439.

[Inaudible]

10-4. [Inaudible] [44:32]

496.

You can show myself and 407 clear from the detail service.

10-4. Can you call the office?

10-4.

County 430.

Go ahead.

30, can you call the office?

Yes.

430.

Go ahead.

Give me the time that we had that subject first in custody.

10-4, 30 had the subject in custody at 2252, 2252, and then you 1015 at 2300.

10-4, thanks.

415 County.

415.

County, I'm clear from the jail. You can just note the CAD it was transport only, 407 had one citation.

416.

Is there a domestic or disturbance hold?

KSP's en route to [REDACTED]

That's 10-4, I was making sure we didn't need to divert.

10-4, I figure we're getting pretty far out Cemetery Road anyways. They had a unit available.

That'll be 10-4.

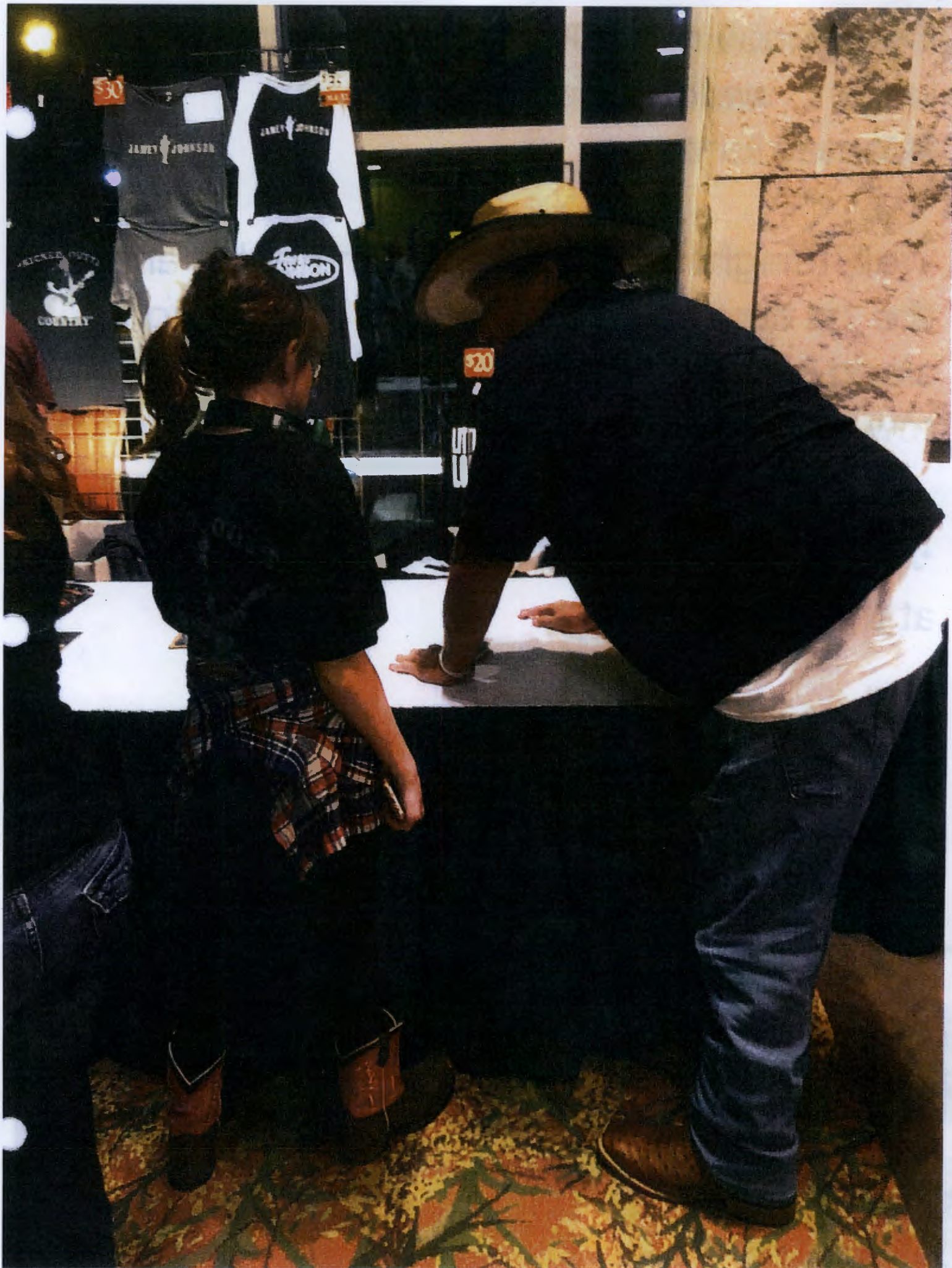
If you know me & Presley well then you know ... we love the music of **#JameyJohnson**.

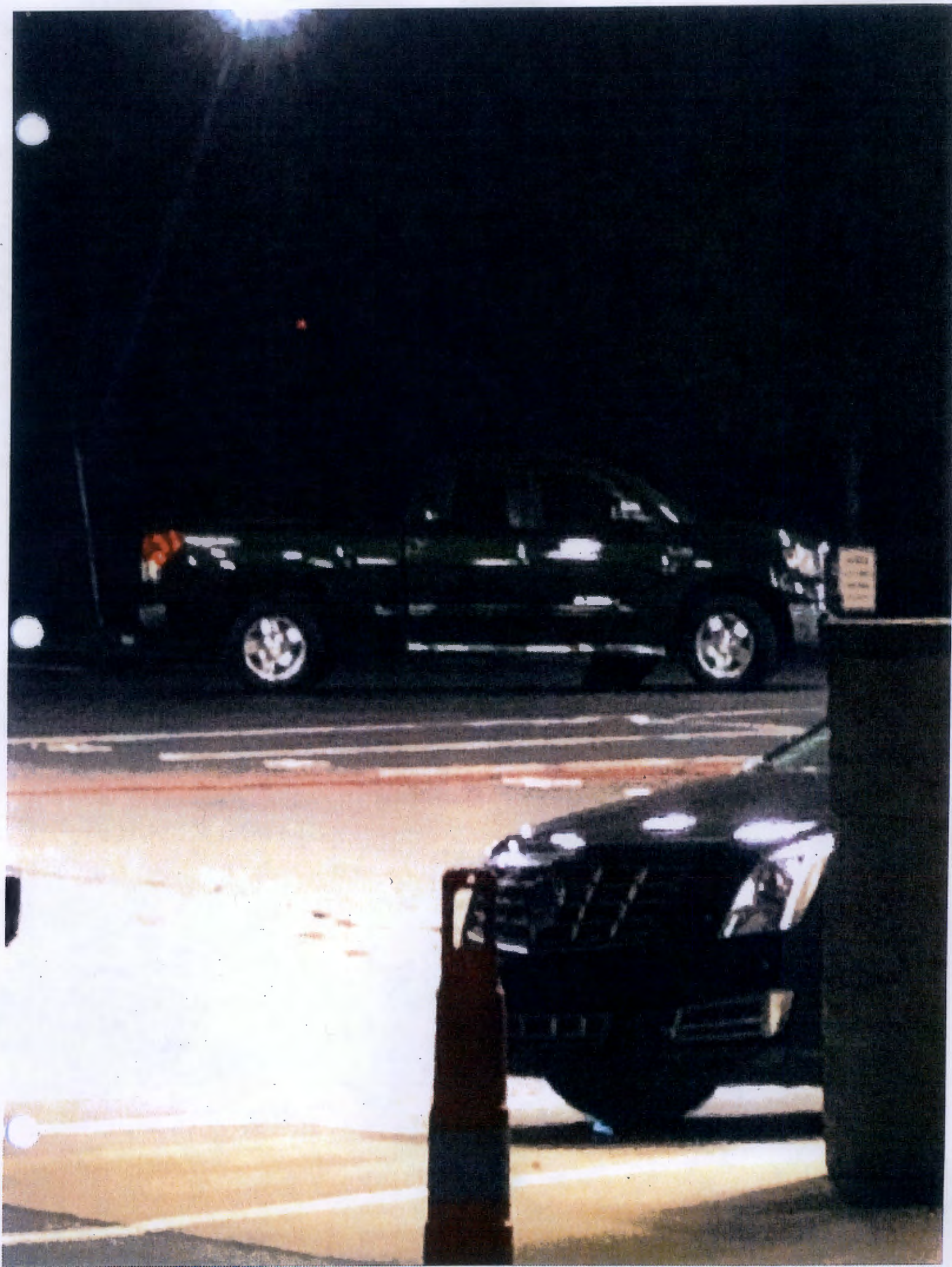
Well, tonight for the 5th time in her life and the 1st time since 2015 we be singing right along with the man himself ... on the front row, no less.

♪ It might be lonely at the top but its a bitch at the bottom. ♪

#PlaySomeJameyJohnson
#HanginWithTheTwoBitLadies
#RedneckSideOfMe
#BetweenJenningsAndJones







Case History

COMMONWEALTH VS. NASH, BRIAN L

Case# 19-M-01435

County WARREN

Court DISTRICT Court

Opening Judge HON. SAM C. POTTER, JR.

Current Judge

Closing Judge HON. SAM C. POTTER, JR.

Page #

05/23/2019	Charge Filed	0023040 ALCOHOL INTOXICATION IN A PUBLIC PLACE-1ST & 2ND O Citation: 9DE916702-1 Citation Date: 05/24/2019	
	CHARGE 1 ORIGINAL		
05/23/2019	Bail Posted	\$ 0.00	
	ADMINISTRATIVE RELEASE make all court appearances		
05/23/2019	Bail Set	\$ 0.00	
	ADMINISTRATIVE RELEASE make all court appearances		
05/24/2019	Monetary Event	\$ 25.00	
	Monetary Event Bond Filing Fees		
05/24/2019	Case Filed		
	MISDEMEANOR VIOLTIME=23:22 ARRSTDT=5/23/2019 2 3:22		
05/28/2019	Case Disposed	4 Days VIOLTIME=23:22 ARRSTDT=5/23/2019 2 3:22	
05/28/2019	Charge Disposed	0023040 ALCOHOL INTOXICATION IN A PUBLIC PLACE-1ST & 2ND O	
	CHARGE 1 ORIGINAL GUILTY		
05/28/2019	Sentence Imposed on CHARGE 1 ORIGINAL		
	Sentence 1 Original		
05/28/2019	Document Filed		
	ORDER ON PLEA OF GUILTY		
05/29/2019	Scheduled Event	May 29 2019 at 08:02 AM	
	ARRAIGNMENT HON. SAM C. POTTER, JR. Del Sch Event 05/29/2019 0802 AM AD		