

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held December 5, 2023**

The Board of Commissioners of the City of Bowling Green, Kentucky met in regular session in the Commission Chamber of City Hall, Bowling Green, Kentucky at 4:30 p.m. on December 5, 2023. Mayor Todd Alcott called the meeting to order. Pastor Stacey Beason of Trinity Full Gospel Baptist Church provided the invocation and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey and Mayor Todd Alcott. Absent: Commissioner Dana Beasley-Brown. There was a quorum of the Board of Commissioners.

AWARDS AND RECOGNITIONS

The Bowling Green High School Football team was recognized as the Kentucky High School Athletic Association (KHSAA) Class 5A state champions.

CITY MANAGER

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

APPROVAL OF MINUTES

Regular Meeting November 21, 2023.

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

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

Motion to approve the minutes of the regular meeting of November 21, 2023 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2023 – 268

**MUNICIPAL ORDER APPROVING THE PROBATIONARY
APPOINTMENTS OF JOURNEE NICKSON AND DARA PRICE TO
THE POSITION OF CONSTRUCTION COORDINATOR I IN THE
PUBLIC WORKS DEPARTMENT**

Summary of Municipal Order No. 2023 – 268 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointments of Journee Nickson and Dara Price to Construction Coordinator I in the Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey and Alcott
 Voting Nay: None
Municipal Order No. 2023 – 268 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 269

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF TITUS SMITH TO THE POSITION OF OPERATIONS MAINTENANCE TECHNICIAN I IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2023 – 269 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointment of Titus Smith to Operations Maintenance Technician I in the Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey and Alcott
 Voting Nay: None
Municipal Order No. 2023 – 269 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 270

MUNICIPAL ORDER AUTHORIZING AND APPROVING A WORKFORCE PARTICIPATION PROJECT AGREEMENT BETWEEN THE CITY OF BOWLING GREEN, WARREN COUNTY FISCAL COURT AND CROWDSOUTH, LLC

Summary of Municipal Order No. 2023 – 270 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval of the Workforce Participation Project Agreement between the City, Warren County Fiscal Court and CrowdSouth, LLC. Meisel explained the agreement was for a total of eighteen (18) months and the city’s cost share would not exceed \$270,000 for the full term. Chief Executive Officer of CrowdSouth Jason Heflin reviewed the Calendar Year 2023 summary report and described the future planned projects. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey and Alcott
 Voting Nay: None
Municipal Order No. 2023 – 270 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 271

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING PRODUCT DEVELOPMENT INITIATIVE GRANT FUNDS FROM THE KENTUCKY ASSOCIATION OF ECONOMIC DEVELOPMENT, KENTUCKY CABINET FOR ECONOMIC DEVELOPMENT, ON BEHALF OF THE INTER-MODAL TRANSPORTATION AUTHORITY, INC.

Summary of Municipal Order No. 2023 – 271 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended acceptance of the Product Development Initiative Grant funds in the amount of \$415,201 from the Kentucky Association of Economic Development, Kentucky Cabinet for Economic Development, on behalf of the Inter-Modal Transportation Authority, Inc. He further said it was a requirement for a local governmental agency to be the pass-through in order to receive the funding and funds would be used for railroad infrastructure needs at the Kentucky Transpark. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 271 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 272

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF AN AWARD AND CONTRACT FOR HOMELAND SECURITY GRANT FUNDS THROUGH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR THE PURCHASE OF FIREWALL APPLIANCES FOR THE INFORMATION TECHNOLOGY DEPARTMENT IN THE AMOUNT OF \$127,200

Summary of Municipal Order No. 2023 – 272 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended acceptance of an award and contract for Homeland Security Grant funds through the Kentucky Office of Homeland Security for the purchase of firewall appliances for the Information Technology Department in the amount of \$127,200. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 272 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 273

MUNICIPAL ORDER AUTHORIZING AND APPROVING AN AMENDMENT TO THE DISADVANTAGED SMALL BUSINESS INCUBATOR AGREEMENT BY AND AMONG THE CITY OF BOWLING GREEN, HOUCHEMS INDUSTRIES, INC. AND LIVE THE DREAM DEVELOPMENT, INC.

Summary of Municipal Order No. 2023 – 273 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended approval of an amendment to the Disadvantaged Small Business Incubator Agreement amount the City, Houchens Industries, Inc. and Live the Dream Development, Inc. It was said the project was scheduled to be completed within 6-8 months. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 273 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 274

MUNICIPAL ORDER APPROVING AMENDMENTS TO THE CITY OF BOWLING GREEN MANUAL OF PURCHASING POLICIES AND PROCEDURES

Summary of Municipal Order No. 2023 – 274 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel recommended amendments to the City of Bowling Green Manual of Purchasing Policies and Procedures. It was noted the amendments were mainly clean-up to include electronic forms, removing language to coincide with House Bill 393, and additional verbiage regarding City employee and vendor communications during a bid process. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 274 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 275

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF AN AWARD AND CONTRACT FROM THE KENTUCKY DIVISION OF EMERGENCY MANAGEMENT FOR KENTUCKY HAZARD MITIGATION GRANT PROGRAM FUNDS IN AN AMOUNT UP TO \$235,000 FOR ARCHITECTURAL AND ENGINEERING DESIGN OF TORNADO SHELTERS

Summary of Municipal Order No. 2023 – 275 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended acceptance of an award and contract from the Kentucky Division of Emergency Management for Kentucky Hazard Mitigation Grant Program funds in an amount up to \$235,000 for architectural and engineering design of tornado shelters. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 275 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 276

MUNICIPAL ORDER APPROVING THE REAPPOINTMENTS OF DONNA HARMON AND JEFF STEIN AND APPOINTMENT OF VICKI FITCH TO THE CITY OF BOWLING GREEN BOARD OF ETHICS

Summary of Municipal Order No. 2023 – 276 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott recommended the reappointments of Donna Harmon and Jeff Stein, and appointment of Vicki Fitch to the Board of Ethics. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 276 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 34
(Second Reading – Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 10.45 ACRES FROM HB (HIGHWAY BUSINESS) AND LI (LIGHT INDUSTRIAL) TO LI (LIGHT INDUSTRIAL) LOCATED AT 6449 NASHVILLE ROAD PRESENTLY OWNED BY J.G.L. PROPERTIES, LLC

Title and summary of Ordinance No. BG2023 – 34 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2023 – 34 was adopted by a unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:25 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: December 19, 2023

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson