

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held July 1, 2025**

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 July 1, 2025. Mayor Todd Alcott called the meeting to order and provided the invocation. All present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey and Mayor Todd Alcott. There was a full quorum of the Board of Commissioners.

**AWARDS AND RECOGNITIONS**

Mayor Alcott recognized the VFW Post 1298 for being named an All-State Team for 2024-2025. He said the post had many volunteer hours and raised a substantial amount of charitable donations.

City Manager Jeffery B. Meisel acknowledged Animal Control Officer Jessica Farris for successfully completing the Career Path Advancement and becoming a Senior Animal Control Officer.

He also congratulated the Finance Department for obtaining the Certificate of Excellence in Financial Reporting for the Annual Comprehensive Financial Report (ACFR) from the Government Financial Officer's Association (GFOA) for the 19<sup>th</sup> consecutive year.

**CITY MANAGER**

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 June 17, 2025.

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

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

Minutes of the regular meeting of June 17, 2025 was approved by unanimous vote.

**REGULAR AGENDA**

**MUNICIPAL ORDER NO. 2025 – 154**

**MUNICIPAL ORDER APPROVING THE PROMOTION OF ZANE  
MARTIN TO THE POSITION OF STAFF ACCOUNTANT II IN THE  
FINANCE DEPARTMENT**

Summary of Municipal Order No. 2025 – 154 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reviewed and recommended the promotion of Zane Martin to Staff Accountant II in the Finance Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 154 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 155

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF JAMES MORROW TO THE POSITION OF  
QUARTERMASTER IN THE FIRE DEPARTMENT

Summary of Municipal Order No. 2025 – 155 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources Manager Tiara Britt reviewed and recommended the appointment of James Morrow to the position of Quartermaster in the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 155 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 156

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF JACKSON EZELL TO THE POSITION OF  
CREATIVE MEDIA SPECIALIST IN THE CITY MANAGER  
DEPARTMENT

Summary of Municipal Order No. 2025 – 156 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointment of Jackson Ezell to the position of Creative Media Specialist in the City Manager Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 156 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 157

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

Summary of Municipal Order No. 2025 – 157 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager

Tiara Britt reviewed and recommended the appointment of Jackson Ezell to the position of Parks Facility Maintainer I in the Parks and Recreation Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 157 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 158

MUNICIPAL ORDER AUTHORIZING RENEWAL OF BID #2023-46  
FOR FIRE DEPARTMENT UNIFORMS FROM GALLS, LLC AND  
NAT'S OUTDOOR SPORTS BASED ON UNIT PRICES

Summary of Municipal Order No. 2025 – 158 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended renewal of Bid #2023-46 for Fire Department uniforms from Galls, LLC and Nat's Outdoor Sports based on unit prices. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 158 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 159

MUNICIPAL ORDER APPROVING THE PURCHASE OF TURNOUT  
GEAR FOR THE FIRE DEPARTMENT WITH 911 FLEET & FIRE  
EQUIPMENT IN THE TOTAL AMOUNT NOT TO EXCEED \$63,000  
THROUGH COOPERATIVE PURCHASE UNDER KENTUCKY  
STATE PRICING CONTRACT

Summary of Municipal Order No. 2025 – 159 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval to purchase turnout gear for the Fire Department with 911 Fleet & Fire Equipment in the total amount not to exceed \$63,000 through cooperative purchase under Kentucky State Pricing Contract. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 158 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 160

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2025-  
43 FOR FLOOR RESURFACING AT THE SLOAN CONVENTION  
CENTER THROUGH NONCOMPETITIVE NEGOTIATIONS WITH  
STEWART RICHEY CONSTRUCTION, INC. IN AN AMOUNT NOT  
TO EXCEED \$85,800

Summary of Municipal Order No. 2025 – 160 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2025-43 for floor resurfacing at the Sloan Convention Center through noncompetitive negotiations with Stewart Richey Construction, Inc. in an amount not to exceed \$85,800. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 160 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 161

MUNICIPAL ORDER AUTHORIZING THE CONTINUATION OF A  
CONTRACT FOR CLEARLANE ENHANCED DEICER WITH  
CARGILL, INC. IN THE AMOUNT OF \$149.98 PER TON

Summary of Municipal Order No. 2025 – 161 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended continuation of a contract for Clearlane Enhanced Deicer with Cargill, Inc. in the amount of \$149.98 per ton. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 161 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 162

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2025-  
45 FOR MOBILE DATA COMPUTERS FROM LAW AND ORDER  
TECHNOLOGY LLC IN AN AMOUNT NOT TO EXCEED \$706,959.04

Summary of Municipal Order No. 2025 – 162 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2025-45 for mobile data computers from Law and Order Technology LLC in an amount not to exceed \$706,959.04. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 162 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 163

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING THE  
PURCHASE OF A MULTI-SCREEN TRAINING SIMULATOR FOR  
THE POLICE DEPARTMENT THROUGH A SOLE SOURCE FROM  
TI TRAINING LE, LLC IN THE AMOUNT OF \$163,950

Summary of Municipal Order No. 2025 – 163 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended the purchase of a multi-screen simulator for the Police Department through sole

source from Ti Training LE, LLC in the amount of \$163,950. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 163 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 164

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING AIRPORT GRANT AGREEMENTS AMONG THE BOWLING GREEN-WARREN COUNTY REGIONAL AIRPORT BOARD, THE CITY OF BOWLING GREEN, WARREN COUNTY AND THE FEDERAL AVIATION ADMINISTRATION FOR AN AIRCRAFT RESCUE AND FIREFIGHTING VEHICLE AND EQUIPMENT, TOOLS AND PERSONAL PROTECTIVE EQUIPMENT

Summary of Municipal Order No. 2025 – 164 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended the approval of two (2) airport grant agreements between the Bowling Green-Warren County Regional Airport Board, City, Warren County and the Federal Aviation Administration for an aircraft rescue and firefighting vehicle and equipment, tools and personal protective equipment. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 164 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 165

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING AN AIRPORT GRANT AGREEMENT AMONG THE BOWLING GREEN-WARREN COUNTY REGIONAL AIRPORT BOARD, THE CITY OF BOWLING GREEN, WARREN COUNTY AND THE FEDERAL AVIATION ADMINISTRATION FOR TAXIWAY C CONSTRUCTION AND REHABILITATION DESIGN

Summary of Municipal Order No. 2025 – 165 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended the approval of an airport grant agreement between the Bowling Green-Warren County Regional Airport Board, City, Warren County and the Federal Aviation Administration for Taxiway C construction and rehabilitation design. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 165 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 166

MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT  
INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT  
AGREEMENT WITH VALORFLEX PACKAGING, LLC

Summary of Municipal Order No. 2025 – 166 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Schaller-Ward reviewed the incentive agreement which was estimated to create 76 new jobs with a total capital investment estimated at \$23.4 million. She also outlined the incentive program which provides up to 1% return of the withholdings from the creation of new jobs to maximize the 3% credit from the State, making the job development incentive worth \$517,795 over a ten (10) year period. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 166 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 167

MUNICIPAL ORDER AUTHORIZING AN AMENDMENT TO THE  
CITY OF BOWLING GREEN, KENTUCKY CAPITAL  
IMPROVEMENT PROGRAM (CIP) FOR FISCAL YEARS 2024/2025  
THROUGH 2027/2028

Summary of Municipal Order No. 2025 – 167 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended the amendment to the Capital Improvement Program (CIP) for Fiscal Years 2024/2025 through 2027/2028. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 167 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 168

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF  
BONNIE WILLIAMS TO THE HOUSING AUTHORITY OF  
BOWLING GREEN

Summary of Municipal Order No. 2025 – 168 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Bonnie Williams to the Housing Authority of Bowling Green. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 168 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 169

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF DAVID LEE TO THE HISTORIC PRESERVATION BOARD

Summary of Municipal Order No. 2025 – 169 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the appointment of David Lee to the Historic Preservation Board. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 169 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 170

MUNICIPAL ORDER APPROVING A DONATION FROM KOON FAMILY CHARITABLE FOUNDATION FOR THE PURCHASE OF PROPERTY FOR THE FUTURE DEVELOPMENT OF FIRE STATION #9 FOR THE BOWLING GREEN FIRE DEPARTMENT

Summary of Municipal Order No. 2025 – 170 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended the donation of \$360,000 from the Koon Family Charitable Foundation for the purchase of property for the future development of Fire Station #9 for the Bowling Green Fire Department. Fire Chief Justin Brooks made remarks and acknowledged the support and generosity of the Koon Family. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 170 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 9

(Second Reading – Binding)

ORDINANCE ANNEXING RIGHT-OF-WAY BY CONSENT

ORDINANCE ANNEXING A TOTAL OF APPROXIMATELY 7.09 ACRES OF RIGHT-OF-WAY LOCATED ON FREEPORT ROAD, WITH PROPERTY PRESENTLY OWNED BY WARREN COUNTY, WITH SAID TERRITORY BEING CONTIGUOUS TO EXISTING CITY LIMITS

Title and summary of Ordinance No. BG2025 – 9 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey 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:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None

Ordinance No. BG2025 – 9 was adopted by a unanimous vote.

ORDINANCE NO. BG2025 – 10  
(Second Reading – Binding)  
ORDINANCE ANNEXING PROPERTY BY CONSENT

ORDINANCE ANNEXING A TOTAL OF APPROXIMATELY 0.5117  
ACRE OF PROPERTY LOCATED AT 0 OLD BARREN RIVER  
ROAD, WITH PROPERTY PRESENTLY OWNED BY COVINGTON  
FARMS DEVELOPMENT, LLC, WITH SAID TERRITORY BEING  
CONTIGUOUS TO EXISTING CITY LIMITS

Title and summary of Ordinance No. BG2025 – 10 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill 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:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                      Voting Nay:   None

Ordinance No. BG2025 – 10 was adopted by a unanimous vote.

ORDINANCE NO. BG2025 – 11  
(Second Reading – Binding)  
ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER FOUR TO THE  
CITY OF BOWLING GREEN, KENTUCKY ANNUAL OPERATING  
BUDGET FOR FISCAL YEAR 2025

Title and summary of Ordinance No. BG2025 – 11 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for the second and binding reading of said Ordinance. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2025 – 11 was adopted by a unanimous vote.

ORDINANCE NO. BG2025 – 12  
(Second Reading – Binding)  
ORDINANCE RENAMING STREET

ORDINANCE APPROVING THE RENAMING OF WHITE COURT TO  
ABRAHAM AVENUE

Title and summary of Ordinance No. BG2025 – 12 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey 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:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                      Voting Nay:   None

Ordinance No. BG2025 – 12 was adopted by a unanimous vote.



ORDINANCE NO. BG2025 – 13  
(Second Reading – Binding)

ORDINANCE AMENDING CODE OF ORDINANCES  
ORDINANCE AMENDING CHAPTER 17 (PERSONNEL POLICIES)  
TO REMOVE SUBCHAPTER 17-4 (WORKFORCE RECRUITMENT  
AND OUTREACH COMMITTEE) OF THE CITY OF BOWLING  
GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2025 – 13 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown 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:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None


Ordinance No. BG2025 – 13 was adopted by a unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:30 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: July 15, 2025

APPROVED:   
Mayor Pro Tem, Chairman of Board of Commissioners

ATTEST:   
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*