

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held OCTOBER 17, 2017**

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 17, 2017. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Commissioner Rick Williams, and all present recited the Pledge of Allegiance. Assistant City Manager/City Clerk Katie Schaller-Ward called the roll, and the following members were present: Commissioner Rick Williams, Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

**AWARDS & RECOGNITIONS**

Kentucky League of Cities (KLC) Chief Administrative Officer Martha Cosby presented the City with a 2017 Enterprise Cities Award for The Academy for New Americans. Ms. Cosby also presented a \$1,000 check from Collins & Company, Inc., award sponsor, to help continue the program. International Communities Coordinator Leyda Becker accepted the award.

Mayor Wilkerson proclaimed October 15-21, 2017 as *Retired Teachers' Appreciation Week* and encouraged all residents to reach out to retired teachers and thank them for their hard work and dedication. Kentucky Association of Retired Teachers representative Kay White accepted the proclamation and presented apples on behalf of all teachers to the Board of Commissioners. Commissioner Denning commented about his service on the Bowling Green Independent School Board and wished all retired teachers the very best during retirement as they had earned it.

Mayor Wilkerson announced Warren County-Bowling Green Household Hazardous Waste Day was scheduled on October 28<sup>th</sup> at Greenwood High School from 8:00 a.m. to 1:00 p.m. He also expressed appreciation to everyone for their support and kind words following the recent passing of his father, Percy Lee Wilkerson.

**CITY MANAGER**

City Manager Kevin D. DeFebbo requested the addition of a late-filed Municipal Order for consideration by the Board. Motion was made by Wilkerson and seconded by Williams to add Municipal Order No. 2017 - 218 to the end of the regular agenda for consideration. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

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

Motion to add Municipal Order No. 2017 - 218 to the end of the agenda was approved by unanimous vote.

DeFebbo stated Municipal Order Nos. 2017 - 200 (item number 8 relating to a personnel appointment) and 2017 - 202 (item number 10 for the purchase of Fire Department extrication equipment) were withdrawn from the agenda and would not be considered at this time. He also requested a closed session for the purpose of discussion on the sale of real property by the City as

publicity would likely affect the value of the specific piece of property to be sold. Motion was made by Parrigin and seconded by Nash to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (b). Mayor Wilkerson called for roll call vote.

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

Motion to convene in closed session pursuant to KRS 61.810 (1) (b) was approved by unanimous vote.

### APPROVAL OF MINUTES

#### Minutes of Regular Meeting September 19, 2017 and Special Work Session/Fall Retreat September 28, 2017

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

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

Motion to approve the minutes of the regular meeting of September 19, 2017 and special work session/fall retreat of September 28, 2017 was approved by unanimous vote.

### REGULAR AGENDA

#### ORDINANCE NO. BG2017 - 47

(Second Reading)

#### ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 1.87 ACRES FROM OP-C (OFFICE AND PROFESSIONAL - COMMERCIAL) TO GB (GENERAL BUSINESS) LOCATED AT 4681 RUSSELLVILLE ROAD, PRESENTLY OWNED BY B & B CLEANING COMPANY, INC.

Title and summary of Ordinance No. BG2017 - 47 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Denning for second reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2017 - 47 was adopted by unanimous vote.

#### ORDINANCE NO. BG2017 - 48

(Second Reading)

#### ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 1.37 ACRES FROM HB (HIGHWAY BUSINESS) TO HI (HEAVY INDUSTRIAL) AT 1491 OLD LOUISVILLE ROAD, PRESENTLY OWNED BY ROBERT AND NORMA GAIL SIMPSON

Title and summary of Ordinance No. BG2017 - 48 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for second reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson

Voting Nay: None

Ordinance No. BG2017 - 48 was adopted by unanimous vote.

**ORDINANCE NO. BG2017 - 49**

**(Second Reading)**

**ORDINANCE REZONING REAL ESTATE**

**ORDINANCE REZONING A TRACT OF LAND CONTAINING 15.07 ACRES FROM PUD (PLANNED UNIT DEVELOPMENT) TO RM-4 (MULTI-FAMILY RESIDENTIAL) AND HB (HIGHWAY BUSINESS) LOCATED ON SCOTTSVILLE ROAD, PRESENTLY OWNED BY BOWLING GREEN PARTNERS, LLC**

Title and summary of Ordinance No. BG2017 - 49 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for second reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson

Voting Nay: None

Ordinance No. BG2017 - 49 was adopted by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 196**

**MUNICIPAL ORDER APPROVING THE PROMOTION OF ANTHONY O. PHELPS TO THE POSITION OF CREW LEADER IN THE PUBLIC WORKS DEPARTMENT**

Summary of Municipal Order No. 2017 - 196 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Williams for consideration of said Municipal Order. Public Works Director Greg Meredith recommended the promotion. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson

Voting Nay: None

Municipal Order No. 2017 - 196 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 197**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF CHRISTIAN N. HENDERSON, RUSSELL L. SMITH AND BENJAMIN K. WRIGHT TO THE POSITION OF LABORER II IN THE PUBLIC WORKS DEPARTMENT**

Summary of Municipal Order No. 2017 - 197 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal

Order. DeFebbo reviewed and recommended the appointments. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2017 - 197 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 198**

**MUNICIPAL ORDER APPROVING THE TRANSFER OF JOSHUA  
A. JOHNSON TO THE POSITION OF EQUIPMENT TECHNICIAN  
IN THE PUBLIC WORKS DEPARTMENT**

Summary of Municipal Order No. 2017 - 198 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. DeFebbo recommended the transfer from the Parks and Recreation Department to the Public Works Department in a lateral move from one position to another. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2017 - 198 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 199**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF AARON M. TAGLIABOSCHI TO THE  
POSITION OF SYSTEM ANALYST IN THE INFORMATION  
TECHNOLOGY DEPARTMENT**

Summary of Municipal Order No. 2017 - 199 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo stated this was a new position added with adoption of the FY2018 budget and recommended the appointment. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2017 - 199 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 200**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF REBECA JAIMES TO THE POSITION OF  
OFFICE ASSOCIATE IN THE HUMAN RESOURCES AND RISK  
MANAGEMENT DEPARTMENT**

Municipal Order No. 2017 - 200 was previously withdrawn from the agenda.

MUNICIPAL ORDER NO. 2017 - 201

MUNICIPAL ORDER APPROVING REVISIONS TO THE  
EMPLOYEE MEDICAL BENEFIT PLAN FOR EMPLOYEES OF  
THE CITY OF BOWLING GREEN

Summary of Municipal Order No. 2017 - 201 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo recounted improvements made several years ago to manage costs for the City's self-funded healthcare trust, including the creation of an Employee Healthcare Committee. In an effort to continue to control costs, he recommended the Board approve the recommendations now proposed by the Committee to make changes to the Medical Benefit Plan. Human Resources Director Michael Grubbs outlined the proposed changes, which were also presented to the Board at its special work session/fall retreat, and include moving all employees under the 750 Plan with no change to current premiums, increasing deductibles and out-of-pocket limits, establishing a \$250 co-pay for hospital emergency services, adjusting HRA (health reimbursement arrangement) amounts and increasing the FSA (flexible spending account) maximum. He said the proposed changes would take effect January 1, 2018 if approved.

Mr. Grubbs responded to questions about the cost of emergency room (ER) visits and the new co-pay requirement. Commissioner Denning expressed concerns with the new ER co-pay and how the big hospitals would handle it. He also asked that all employees be required to sign-off that they were informed of these changes and have the Department Heads collect the sheets. Mr. Grubbs said that Benefits Manager Lori Gray had already had several meetings with employees to discuss the changes and all employees were required to complete open enrollment in the next couple of weeks. Commissioner Denning said he wants to know that everybody had an opportunity to attend a meeting and who actually attended those meetings. Following additional discussion about how to obtain the details requested, Mr. Grubbs said he would implement a new process from this point forward to have Ms. Gray keep a register of who attends such meetings. Once the discussion ended, a roll call vote was taken.

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

Municipal Order No. 2017 - 201 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 202

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID  
#2018-29 FOR EXTRICATION EQUIPMENT FOR THE FIRE  
DEPARTMENT FROM FINLEY FIRE EQUIPMENT OF  
MCCONNELSVILLE, OHIO IN THE AMOUNT OF \$34,306

Municipal Order No. 2017 - 202 was previously withdrawn from the agenda.

MUNICIPAL ORDER NO. 2017 - 203

MUNICIPAL ORDER AUTHORIZING CHANGE ORDER NO. TWO  
TO THE CONTRACT WITH CHARLES DEWEESE  
CONSTRUCTION, INC. OF FRANKLIN, KENTUCKY FOR

SMALLHOUSE ROAD IMPROVEMENTS, PHASE I IN THE  
AMOUNT OF \$119,000, FOR A TOTAL PROJECT COST TO  
\$2,853,060.99

Summary of Municipal Order No. 2017 - 203 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo commented Phase I of the road widening project was substantially complete. In response to a question from Commissioner Nash, Public Works Director Greg Meredith stated he made the decision to add more erosion control blanket which drove most of the costs for this change order. With no additional discussion, a roll call vote was taken.

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

Municipal Order No. 2017 - 203 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 204

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID  
#2018-04 FOR THE STORM WATER MITIGATION PROGRAM  
RELATED TO 5<sup>TH</sup> AVENUE DRAINAGE IMPROVEMENTS FROM  
SCOTT & RITTER, INC. OF BOWLING GREEN, KENTUCKY IN  
THE AMOUNT OF \$170,541

Summary of Municipal Order No. 2017 - 204 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Williams for consideration of said Municipal Order. With Stormwater Mitigation as one of the City's top priorities, DeFebbo recommended approval of the bid award to complete this project. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2017 - 204 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 205

MUNICIPAL ORDER AMENDING MUNICIPAL ORDER NO. 2017-  
186 TO RESCIND THE AWARD APPROVING BID #2018-19  
RELATED TO POLICE LOCKER ROOMS AND BATHROOM  
RENOVATIONS FROM PARKER CONSTRUCTION OF  
ROUNDHILL, KENTUCKY IN THE AMOUNT OF \$228,400; AND  
TO AUTHORIZE THE AWARD TO THE NEXT LOWEST BIDDER,  
LANHAM BROTHERS GENERAL CONTRACTORS, INC. OF  
OWENSBORO, KENTUCKY, IN THE AMOUNT OF \$288,534

Summary of Municipal Order No. 2017 - 205 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. DeFebbo explained this item was previously approved, however Parker Construction was not able to obtain a performance and payment bond and was determined to be nonresponsive at this time. He recommended awarding the bid to the next lowest bidder. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                     Voting Nay: None  
Municipal Order No. 2017 - 205 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 206

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING THE PURCHASE OF AN ADDITIONAL ¾ TON FULL SIZE TRUCK UNDER BID #2018-25 FOR THE PARKS AND RECREATION DEPARTMENT FROM GLENN'S FREEDOM DODGE OF LEXINGTON, KENTUCKY IN THE AMOUNT OF \$28,720

Summary of Municipal Order No. 2017 - 206 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo recommended purchasing an additional truck from a previously approved bid award for the same price. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                     Voting Nay: None  
Municipal Order No. 2017 - 206 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 207

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2018-26 FOR KEREIAKES PARK PARKING LOT PAVING AND STRIPING FROM SCOTTY'S CONTRACTING & STONE, LLC OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$32,486.87

Summary of Municipal Order No. 2017 - 207 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo recalled the former rental house at the Park was demolished to make way for more parking capacity and he recommended the bid award. Parks and Recreation Director Brent Belcher responded to questions about the future of the major and minor little league fields at the Park and ability to still make other improvements to those fields by taking the new parking lot into consideration. Once the discussion ended, a roll call vote was taken.

ROLL CALL:        Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                     Voting Nay: None  
Municipal Order No. 2017 - 207 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 208

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2017-63 FOR ENTERPRISE CONTENT MANAGEMENT SOLUTION FROM IMAGESOFT, INC. OF SOUTHFIELD, MICHIGAN IN AN AMOUNT NOT TO EXCEED \$375,000

Summary of Municipal Order No. 2017 - 208 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal

Order. At the request of the City Manager, Chief Information Officer Lynn Hartley reviewed the project to replace the existing DM (Document Management) software as well as eliminating a couple other standalone operations and integrate them into a new software product for enhanced functionality. He explained the OnBase software suite would provide a multifunctional solution for document management, physical and electronic records archiving and retrieval, and forms processing. Mr. Hartley responded to questions about the cost, evaluation process, and ability to have more functionality for about the same amount of price the City was already spending on multiple software products. Ms. Schaller-Ward also explained as an evaluated bid, price was not the only determining factor nor was the pricing from the various bidders an equal comparison. When the discussion concluded, a roll call vote was taken.

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

Municipal Order No. 2017 - 208 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 209**

**MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID  
#2017-77 FOR RIVERWALK PARK ORNAMENTAL LIGHT  
REPLACEMENT PROJECT FROM CONSOLIDATED ELECTRICAL  
DISTRIBUTORS OF BOWLING GREEN, KENTUCKY IN THE  
AMOUNT OF \$29,195.19**

Summary of Municipal Order No. 2017 - 209 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. DeFebbo recommended the bid award to change the lights to LED. Parks and Recreation Director Brent Belcher explained the existing lighting system installed in 2006 was no longer serviceable, but the new system would maintain a similar appearance and provide more functionality.

Commissioner Nash asked Mr. Belcher to find out the cost to place similar lighting along the pedestrian bridge and/or along Old Louisville Road (within the City's property line). Based on suggestions from area property owners, he wanted to explore the cost for additional lighting improvements. Mr. Belcher said he would work with Public Works staff and look at ways to improve the lighting and obtain some cost estimates. With no other discussion, a roll call vote was taken.

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

Municipal Order No. 2017 - 209 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 210**

**MUNICIPAL ORDER APPROVING A CONTRACT THROUGH  
COOPERATIVE PURCHASE WITH AT&T CORPORATION OF  
CONYERS, GEORGIA UNDER THE KENTUCKY STATE PRICING  
CONTRACT FOR THE PURCHASE OF THE AIRBUS VESTA 911  
PHONE SYSTEM IN THE AMOUNT OF \$420,000**

Summary of Municipal Order No. 2017 - 210 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. DeFebbo recommended approval of the purchase to modernize the 911 phone system. He



recounted the City received a \$245,000 grant to help cover a portion of the costs. Police Chief Doug Hawkins stated the current 911 phone system has reached its end of life and was no longer being supported for service and maintenance needs. He explained a third party software and hardware solution was recommended to create the backbone to better serve the community and upgrade to the "next gen" 911 system. He also confirmed the current monthly 911 phone service costs would be dramatically reduced saving money long-term from investing in the new product. Chief Hawkins estimated the installation would be complete in about 4 months following execution and return of contract documents. After the discussion ended, a roll call vote was taken.

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

Municipal Order No. 2017 - 210 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 211**

**MUNICIPAL ORDER AUTHORIZING CHANGE ORDER NO. 4 TO THE CONTRACT WITH SCOTT & MURPHY, INC. OF BOWLING GREEN, KENTUCKY FOR THE FISCAL YEAR 2017 FOUNTAIN SQUARE PARK REHABILITATION PROJECT, RELATED TO BID #2017-41, IN THE AMOUNT OF \$36,900, FOR A TOTAL PROJECT COST OF \$537,557**

Summary of Municipal Order No. 2017 - 211 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo commented the rehab of Fountain Square Park was nearing completion and he recommended approval of this change order to make some additional enhancements to the Park. Ms. Schaller-Ward described the proposed enhancements to install brick planter walls around the circular planters at either end of the Park as well as in-lay 14 inscription plates at ground level, both solutions to address potential safety/tripping hazards. She also reported the project completion date would move to about mid-November based on this additional work, but the fountain was scheduled to return on or about November 6<sup>th</sup>. With no other discussion, a roll call vote was taken.

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

Municipal Order No. 2017 - 211 was approved by unanimous vote.

**ORDINANCE NO. BG2017 - 50**

**(First Reading)**

**ORDINANCE REZONING REAL ESTATE**

**ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.48 ACRE FROM R-E (RESIDENTIAL ESTATE) TO LI (LIGHT INDUSTRIAL) LOCATED ON BRISTOW ROAD, PRESENTLY OWNED BY LUTHER DANIEL EIDSON WITH MICHAEL BURTON D/B/A BURTON'S TOWING AS CONTRACT VENDEE**

Title and summary of Ordinance No. BG2017 - 50 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for first reading of said Ordinance. Mayor Wilkerson stated this item was unanimously recommended by the City-County Planning Commission. He asked for discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                          Voting Nay: None  
First reading of Ordinance No. BG2017 - 50 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 212

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF  
BROWNFIELDS ASSESSMENT GRANT FUNDS FROM THE U.S.  
ENVIRONMENTAL PROTECTION AGENCY IN THE AMOUNT OF  
\$300,000

Summary of Municipal Order No. 2017 - 212 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. DeFebbo recommended acceptance of the grant funds. Neighborhood and Community Services Director Brent Childers described the use of grant funds to pay for an environmental consulting firm to complete assessments in the BG Reinvestment Area for blighted properties as part of a long-term vision to support future redevelopment of these properties. He confirmed this was a volunteer program, with some identified areas of concentration, where property owners could elect to participate in the process. Commissioner Nash commended staff for their efforts to procure this grant which will help to improve these particular areas and make them more commercially viable and livable. Once the discussion ended, a roll call vote was taken.

ROLL CALL:           Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                          Voting Nay: None  
Municipal Order No. 2017 - 212 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 213

MUNICIPAL ORDER WAIVING PROVISIONS OF CHAPTER 22  
(TRAFFIC AND MOTOR VEHICLES) OF THE CITY OF BOWLING  
GREEN CODE OF ORDINANCES AND APPROVING DONATION  
OF POLICE SERVICES TO THE BG26.2 AND HALF MARATHON  
SPECIAL EVENTS TO BE HELD ON NOVEMBER 5, 2017

Summary of Municipal Order No. 2017 - 213 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Commissioner Nash said he sponsored this item for the agenda because he was in favor of continuing the waiver, which amounted to about \$9,270 (half of the total cost for Police services). He said the benefits outweighed the cost as the event drew runners from all over and increased tourism activities and overnight stays. In addition, he highlighted the event raised money for Multiple Sclerosis research and other local charities.

Co-assistant Race Director Ryan Reed described all the events planned and asked the Board of Commissioners to once again donate 100% of the costs for Police services (50% was already authorized by ordinance for non-profits). He said he thought this was a successful public/private partnership investment in the community. Mr. Reed responded to questions about past waivers and the costs for Police services. He said the race is building a foundation for an active lifestyle in this community for children by giving money back to the schools through the charitable efforts generated by the race.

Commissioner Denning clarified the request which was to waive the other 50% not already authorized by ordinance for a non-profit entity. In response to questions about past and future costs associated with the number of Officers provided, Police Chief Doug Hawkins confirmed the costs were similar as in past years, but will likely have a modest increase each year based on the cost of living adjustment in the calculation for Police Officer wages. Commissioner Parrigin remarked the total cost for this year was listed at \$18,558.36.

Mayor Wilkerson commented the original three-year waiver agreement was to allow the event to get established and it was extended an additional year to make sure the event was on solid footing. He indicated he was not in favor of waiving 100% of the costs indefinitely as he felt it was important to preserve and maintain the existing policy and not go beyond the 50%. He explained the City needed to allow non-profits to make their own way which resulted in a removal of several non-profits from receiving annual contributions from the City a few years ago. Mayor Wilkerson recognized the marathon was a great event, but he needed to look out for the City as a non-profit and make sure it could afford to pay its own bills for the services it provides, noting an upcoming increase expected in pension costs to the tune of \$3.5 million.

Mr. Reed said he appreciated the Mayor's concerns, but maintained he believed this was a modest investment by the City and asked for its continued monetary support. Commissioner Williams stated he agreed with what has been said about the event and its benefits to the community, but to him it was a fiscal question. Commissioner Parrigin stated it was about keeping the non-profits on a level playing field and if money was no object, she would like to fund them all. However, she felt the total cost was too substantial at a 100% waiver. Once the discussion ended, a roll call vote was taken.

ROLL CALL: Voting Yea: Nash

Voting Nay: Williams, Denning, Parrigin and Wilkerson

Municipal Order No. 2017 - 213 was defeated by majority vote. Mayor Wilkerson reiterated this vote was simply with regard to a waiver of 50% of the costs for Police services and was not meant to be a slap at the organization. Mr. Reed indicated he appreciated the support either way.

#### MUNICIPAL ORDER NO. 2017 - 214

#### MUNICIPAL ORDER APPROVING FISCAL YEARS 2017/2018 THROUGH 2020/2021 CAPITAL IMPROVEMENT PROGRAM (CIP) FOR THE CITY OF BOWLING GREEN, KENTUCKY

Summary of Municipal Order No. 2017 - 214 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo remarked a good budget process reflects a nexus to the planning of capital projects and purchases. He also indicated that even though a vision was established for the future, the only actual expenses budgeted are for the current fiscal year as each future year would be considered in turn. Mayor Wilkerson reiterated that although this is a multi-year document, projects must be considered in each year for budgeting and Board approval purposes. Once the discussion ended, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson

Voting Nay: None

Municipal Order No. 2017 - 214 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 215

MUNICIPAL ORDER APPROVING RECOMMENDATION FROM  
THE BOWLING GREEN AREA CONVENTION AND VISITORS  
BUREAU (CVB) TO DISTRIBUTE \$150,000 OF TRANSIENT ROOM  
TAXES TO THE AVIATION HERITAGE PARK

Summary of Municipal Order No. 2017 - 215 was read by the Assistant City Manager/City Clerk. Motion was made by Williams and seconded by Denning for consideration of said Municipal Order. DeFebbo reviewed the recommendation by the CVB to provide funds for the design and site work of a new aviation museum to be located at the Aviation Heritage Park.

Mayor Wilkerson inquired if these funds could be used for the bg26.2 and Half Marathon event. Bowling Green Area Convention and Visitors Bureau Executive Director Vicki Fitch responded that these specific funds are for infrastructure purposes, however other funding sources could be considered for next year's race. Ms. Fitch agreed to reach out to the event's Co-assistant Race Director Ryan Reed and share opportunities to apply for tourism funds to help support race events in the future.

Once all discussion ended about the item under consideration, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson

Voting Nay: None

Municipal Order No. 2017 - 215 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 216

MUNICIPAL ORDER AUTHORIZING PAYMENT TO THE  
WARREN COUNTY PROPERTY VALUATION ADMINISTRATOR  
FOR FISCAL YEAR 2018

Summary of Municipal Order No. 2017 - 216 was read by the Assistant City Manager/City Clerk. Motion was made by Denning and seconded by Williams for consideration of said Municipal Order. DeFebbo reviewed the required annual payment and recommended its approval. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson

Voting Nay: None

Municipal Order No. 2017 - 216 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2017 - 217

MUNICIPAL ORDER APPROVING TAX INCREMENT FINANCING  
(TIF) DISTRICT SUMMARY OF 2016 INCREMENTAL REVENUE  
AND AUTHORIZING DISTRIBUTIONS TO THE APPROPRIATE  
RECIPIENTS

Summary of Municipal Order No. 2017 - 217 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. DeFebbo recounted the City's responsibility to calculate the incremental revenues in the

downtown TIF district. Chief Financial Officer Jeff Meisel reviewed the growth in City revenues from both the original and expanded sections and the associated disbursements to be made. He reported the City retained 20% (\$192,858) of the growth and gave back 80% (\$771,433) to specified recipients. With no additional discussion, a roll call vote was taken.

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

Municipal Order No. 2017 - 217 was approved by unanimous vote of those present. Commissioner Denning was not in the room when the vote was taken.

**ORDINANCE NO. BG2017 - 51**

**(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 2018**

Title and summary of Ordinance No. BG2017 - 51 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for first reading of said Ordinance. DeFebbo commented about the requirement to manage the budget throughout the year and the need for periodic budget amendments. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2017 - 51 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2017 - 218**

**MUNICIPAL ORDER APPROVING AND RATIFYING ACTIONS OF  
THE MAYOR TO EXECUTE A LEASE AGREEMENT WITH  
STEAMERS SEAFOOD OF BOWLING GREEN, LLC TO LEASE  
THE PUBLIC PARKING LOT NEXT TO ITS LOCATION FOR  
OCTOBER 13, 2017 FOR THE WKU ALUMNI ASSOCIATION  
HOMECOMING EVENT**

Summary of Municipal Order No. 2017 - 218 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. Mayor Wilkerson reported he took action due to the lateness of the issue to lease parking spaces for the event and had notified Commissioners of his actions at that time. He asked the City Manager to consider setting up parameters whereby staff could have the authority to approve these kind of one day lease agreements in the future, and DeFebbo agreed. With no additional discussion, a roll call vote was taken.

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

Municipal Order No. 2017 - 218 was approved by unanimous vote.

PUBLIC COMMENTS

Following the conclusion of the regular agenda, Mayor Wilkerson opened the floor for any public comments about items not included on the agenda. Erin Darst spoke in favor of fairness and invited the Board of Commissioners to join Bowling Green's inaugural Pride event on Saturday, October 21<sup>st</sup> at Circus Square Park celebrating the LGBTQ community. Jennifer Morlan specified the Board needed to pass a fairness ordinance to protect against prejudice and establish a fraud department in Police.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 6:45 p.m. in closed session pursuant to KRS 61.810 (1) (b) as previously approved.

ADJOURNMENT

Once all discussion concluded in closed session and there being no further business to come before the Board of Commissioners, at approximately 7:25 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: November 7, 2017

APPROVED: Brian Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Katie Schaller-Ward  
City Clerk

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