

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held February 3, 2026**

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 February 3, 2026. Mayor Todd Alcott called the meeting to order. An invocation was provided by Eleventh Street Baptist Church Pastor Dr. Carl Whitfield, and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeffery B. Meisel requested the audience to sign up at the back of the Commission Chamber to speak during public comments. He also thanked various departments for their dedication and hard work during the recent winter storm event. Appreciation was extended to the Public Works Department, specifically the operations, fleet and facilities divisions, as well as Police and Fire Departments.

Meisel requested a closed session for the purpose of deliberations on the future acquisition of real property by the City as publicity would likely affect the value of the specific piece of property to be acquired by the City. Action was expected to follow. Motion was made by Parrigin and seconded by Bailey to convene in closed session following the regular meeting pursuant to KRS-61.810 (1) (b). Mayor Alcott called for a roll call vote.

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

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

APPROVAL OF MINUTES

Regular Meeting January 20, 2026 and Special Work Session/Strategic Goal Planning January 22, 2026.

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

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

Motion to approve the minutes of the regular meeting of January 20, 2026 and Special Work Session/Strategic Goal Planning of January 22, 2026 were approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2026 – 17

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF
CAMERON WALLACE TO THE POSITION OF ENGINEER AND

KETLER CALIXTE TO THE POSITION OF CAPTAIN IN THE FIRE DEPARTMENT

Summary of Municipal Order No. 2026 – 17 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. The recent retirement of Michael Webster was acknowledged, and he was congratulated on his 22 years of service. Fire Chief Justin Brooks recommended the promotions of Cameron Wallace to the position of Engineer and Ketler Calixte to the position of Captain in the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 17 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 18

MUNICIPAL ORDER APPROVING THE TRANSFER OF AUDREY BROWNING TO THE POSITION OF OFFICE ASSOCIATE I IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2026 – 18 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 recommended the transfer of Audrey Browning to the position of Office Associate I in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 18 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 19

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF JEREMY BEARD TO THE POSITION OF FLEET SUPERVISOR IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2026 – 19 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. It was said the recent retirement of Robert Kirby created the vacancy, and he was acknowledged for his years of service. Human Resources Manager Lori Gray recommended the appointment of Jeremy Beard to the position of Fleet Supervisor 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, Beasley-Brown and Alcott
 Voting Nay: None

Municipal Order No. 2026 – 19 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 20

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT (BUILD) PROGRAM IN AN AMOUNT

UP TO \$2,300,000 RELATED TO THE RUSSELLVILLE ROAD
CORRIDOR IMPROVEMENT PROJECT

Summary of Municipal Order No. 2026 – 20 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel recommended submission of a grant to the U.S. Department of Transportation Better Utilizing Investments to Leverage Development (BUILD) Program in an amount up to \$2,300,000. He explained the grant would be used for the Russellville Road corridor improvement project. Following some discussion, a roll call vote was taken.

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

Municipal Order No. 2026 – 20 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 21

MUNICIPAL ORDER ACCEPTING AND ADOPTING THE BOWLING
GREEN FIRE DEPARTMENT POLICY AND PROCEDURES
MANUAL

Summary of Municipal Order No. 2026 – 21 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval of the Bowling Green Fire Department Policy and Procedures Manual. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 21 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 22

MUNICIPAL ORDER ACCEPTING AND ADOPTING THE 2026
EDITION OF THE BOWLING GREEN POLICE POLICY AND
PROCEDURES MANUAL

Summary of Municipal Order No. 2026 – 22 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 of the 2026 Bowling Green Police Department Policy and Procedures Manual. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 22 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 23

MUNICIPAL ORDER APPROVING THE PARKS AND RECREATION
MASTER PLAN AS PREPARED BY PROFESSIONAL CONSULTANT
MKSK, INC.

Summary of Municipal Order No. 2026 – 23 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel explained after

a thorough review of the master plan at a recent work session, followed by further discussion and additional information provided at the special work session/strategic goal planning, he recommended approval of Parks and Recreation Master Plan. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 23 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 24

MUNICIPAL ORDER AUTHORIZING RENEWAL OF BID #2025-18 FOR THE PURCHASE OF CHEMICALS AND FERTILIZERS FOR THE PARKS AND RECREATION DEPARTMENT FROM VARIOUS VENDORS IN AN AMOUNT NOT TO EXCEED \$175,000

Summary of Municipal Order No. 2026 – 24 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 renew Bid #2026-18 for the purchase of chemicals and fertilizers for the Parks and Recreation Department from various vendors in an amount not to exceed \$175,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 24 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 25

MUNICIPAL ORDER APPROVING A STATEWIDE EMERGENCY MANAGEMENT MUTUAL AID AND ASSISTANCE AGREEMENT WITH THE COMMONWEALTH OF KENTUCKY

Summary of Municipal Order No. 2026 – 25 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 approval of the required Statewide Emergency Management Mutual Aid and Assistance Agreement with the State. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2026 – 25 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 26

MUNICIPAL ORDER RATIFYING EXECUTION OF DECLARATION OF A LOCAL STATE OF EMERGENCY RELATED TO THE WINTER STORM EVENT ON JANUARY 20-28, 2026

Summary of Municipal Order No. 2026 – 26 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 ratification of the declaration of a local state of emergency related to the winter storm event

on January 20-28, 2026. Mayor Alcott made some remarks about the winter storm, and a roll call vote was taken.

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

Municipal Order No. 2026 – 26 was approved by unanimous vote.

ORDINANCE NO. BG2026 – 1
(Second Reading – Binding)
ORDINANCE NAMING STREET

ORDINANCE APPROVING THE NAMING OF AN UNNAMED
FRONTAGE ROAD ALONG SCOTTSVILLE ROAD TO DAN
RENSHAW WAY

Title and summary of Ordinance No. BG2026 – 1 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: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Ordinance No. BG2026 – 1 was adopted by unanimous vote.

PUBLIC COMMENTS

Mayor Alcott opened the floor for any public comments. Mark Davis spoke of concerns about vehicles speeding in the Crossridge Subdivision. Jailer candidate Javen Roberson introduced himself and made some remarks.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 5:25 p.m. in closed session pursuant to KRS 61.810 (1) (b) as previously approved.

RECONVENE IN OPEN SESSION

Once all discussion concluded in closed session, the Board of Commissioners reconvened in open session at approximately 5:40 p.m. to consider action. Motion was made by Hill and seconded by Parrigin to add Municipal Order No. 2026 – 27 to the agenda for consideration. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Motion to add Municipal Order No. 2026 – 27 to the agenda was approved by unanimous vote.

MUNICIPAL ORDER NO. 2026 – 27

MUNICIPAL ORDER APPROVING THE PURCHASE OF PROPERTY
AT 903 COLLEGE STREET OWNED BY NORMAN D. JOHNSON AND
JIMMIE LOU JOHNSON, AND AUTHORIZING THE MAYOR AND
OTHER AUTHORIZED CITY OFFICIALS TO EXECUTE THE

AGREEMENT, DEED, LEASE AND ALL OTHER NECESSARY DOCUMENTS

Summary of Municipal Order No. 2026 – 27 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 the purchase of the property at 903 College Street, known as the former BB&T bank, which was a building that had been vacant for many years. It was explained a future use would be determined following issuance of a request for proposals (RFP). With no further discussion, a roll call vote was taken.

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

Municipal Order No. 2026 – 27 was approved by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:45 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: February 17, 2026

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson