

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held September 2, 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 September 2, 2025. Mayor Todd Alcott called the meeting to order. An invocation was provided by the Karen Community Leader Mr. Lwe Htoo and Bhante (Venerable Sir) Candobhasa Candobhasa. 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. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS AND RECOGNITIONS

City Manager Jeffery B. Meisel congratulated the Code Compliance Division on the recent reaccreditation from the American Association of Code Enforcement, and receiving the highest score of any agency in the country. He further mentioned Bowling Green has the only accredited agency in Kentucky.

CITY MANAGER

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

He also 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 and sold by the City. Motion was made by Hill 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: Beasley-Brown, Hill, Parrigin, Bailey 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 August 19, 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 Beasley-Brown 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 August 19, 2025 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2025 – 205

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF JUSTIN DONNELLY TO THE POSITION OF CAPTAIN AND BRAD CAFFEY TO THE POSITION OF ENGINEER IN THE FIRE DEPARTMENT

Summary of Municipal Order No. 2025 – 205 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel acknowledged the recent retirement of Fire Captain John Ballance. Fire Chief Justin Brooks reviewed and recommended the promotions of Justin Donnelly to the position of Captain and Brad Caffey to the position of Engineer 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 – 205 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 206

MUNICIPAL ORDER APPROVING THE CAREER PATH ADVANCEMENT OF TIMMY COWLES TO THE POSITION OF OPERATIONS TECHNICIAN III IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2025 – 206 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Public Works Director Andy Souza reviewed and recommended the career path advancement of Timmy Cowles to the position of Operations Technician III in the Public Works 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 – 206 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 207

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF CHELSEA CARROLL TO THE POSITION OF GEOGRAPHIC INFORMATION SYSTEM (GIS) ENGINEER IN THE INFORMATION TECHNOLOGY DEPARTMENT

Summary of Municipal Order No. 2025 – 207 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager Tiara Britt reviewed and recommended the appointment of Chelsea Carroll to the position of Geographic Information System (GIS) in the Information Technology 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 – 207 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 208

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF MORGAN TODD TO THE POSITION OF COMMUNICATIONS DISPATCHER I IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 208 was read by the City Clerk. Motion was made by Bailey and seconded by Hill for consideration of said Municipal Order. Human Resources and Risk Management Director Erin Hulsey reviewed and recommended the appointment of Chelsea Carroll to the position of Geographic Information System (GIS) in the Information Technology 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 – 208 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 209

MUNICIPAL ORDER AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO GRANT AGREEMENTS FOR STRATEGIC NEIGHBORHOOD GRANTS WITH VARIOUS ORGANIZATIONS

Summary of Municipal Order No. 2025 – 209 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Community Engagement Division Manager Leyda Becker reviewed and recommended approval of ten (10) Strategic Neighborhood Grants, totaling \$40,176. 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 – 209 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 210

MUNICIPAL ORDER AUTHORIZING ACCEPTANCE OF A GRANT FOR TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS AND GRANT AGREEMENT FROM THE COMMONWEALTH OF KENTUCKY TRANSPORTATION CABINET IN THE AMOUNT OF \$440,000 FOR THE THREE SPRINGS ROAD SIDEWALK PROJECT

Summary of Municipal Order No. 2025 – 210 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 acceptance of a grant for Transportation Alternative Program (TAP) funds and grant agreement from the Commonwealth and Kentucky Transportation Cabinet for Three Springs Road sidewalk project in the amount of \$440,000. 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 – 210 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 211

MUNICIPAL ORDER APPROVING A PUBLIC ART AGREEMENT
WITH ARTS OF SOUTHERN KENTUCKY, INC.

Summary of Municipal Order No. 2025 – 211 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 approval of a Public Art Agreement with Arts of Southern Kentucky, Inc. The agreement would allow art pieces in the City, the first one being located at the corner of E. 7th Avenue and State Street. 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 – 211 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 19

(First Reading – Non-Binding)

ORDINANCE CREATING INTERLOCAL AGREEMENT WITH WARREN COUNTY AND
BARREN RIVER AREA DEVELOPMENT DISTRICT

ORDINANCE CREATING AND APPROVING INTERLOCAL
COOPERATION AGREEMENT WITH WARREN COUNTY AND
BARREN RIVER AREA DEVELOPMENT DISTRICT REGARDING
USE OF OPIOID SETTLEMENT FUNDS

Title and summary of Ordinance No. BG2025 – 19 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel reviewed and recommended approval of the Interlocal Cooperation Agreement with Warren County and Barren River Area Development District (BRADD) regarding use of opioid settlement funds. There was discussion about the funds being used for the substance abuse and mental health intake center, known as the “Anchor Project,” to be located at Lifeskills on Lovers Lane. 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
First Reading of Ordinance No. BG2025 – 19 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 20

(First Reading – Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 15 (BUSINESS AND
GENERAL REGULATIONS) TO ADD SUBCHAPTER 15-10
(REGULATION OF MASSAGE FACILITIES) AND FURTHER
AMENDING CHAPTER 24 (SEXUALLY EXPLICIT BUSINESS
LICENSING REGULATION) RELATED TO SUBCHAPTER 24-2

(DEFINITIONS) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2025 – 20 was read by the City Clerk. Motion was made by Bailey and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel reviewed and recommended revisions to Chapters 15 (Business and General Regulations) and 24 (Sexually Explicit Business Licensing Regulation) to provide effective oversight of massage facilities and eliminate human trafficking. Following remarks and discussion, a roll call vote was taken.

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

First Reading of Ordinance No. BG2025 – 20 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 212

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2026-04 FOR LAMPKIN PARK RESTROOMS IMPROVEMENT PROJECT FROM FINISHES BY DESIGN IN AN AMOUNT NOT TO EXCEED \$231,658

Summary of Municipal Order No. 2025 – 212 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 the approval of Bid #2026-04 for Lampkin Park restrooms improvement project from Finishes by Design in an amount not to exceed \$231,658. 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 – 212 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 213

MUNICIPAL ORDER APPROVING THE PURCHASE OF A VERMEER WOOD CHIPPER IN THE AMOUNT OF \$88,085.82 WITH VERMEER HEARTLAND THROUGH SOURCEWELL COOPERATIVE PURCHASING CONTRACT

Summary of Municipal Order No. 2025 – 213 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 the purchase of a Vermeer wood chipper with Vermeer Heartland in the amount of \$88,085.82 through Sourcewell Cooperative Purchasing 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 – 213 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 214

MUNICIPAL ORDER APPROVING THE PURCHASE OF INCLUSIVE SURFACING AT COVINGTON WOODS PARK IN THE AMOUNT OF

**\$258,864 WITH RUBBERECYCLE THROUGH OMNIA PARTNERS
COOPERATIVE PURCHASING CONTRACT**

Summary of Municipal Order No. 2025 – 214 was read by the City Clerk. Motion was made by Bailey and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended the purchase of inclusive surfacing at Covington Woods Park with Rubberecycle in the amount of \$258,864 through Omnia Partners Cooperative Purchasing 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 – 214 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 215

**MUNICIPAL ORDER APPROVING THE PURCHASE OF
ARTIFICIAL TURF AT LOVERS LANE SOCCER COMPLEX IN THE
AMOUNT OF \$1,989,533.85 WITH FIELDTURF USA, INC.
THROUGH SOURCEWELL COOPERATIVE PURCHASING
CONTRACT**

Summary of Municipal Order No. 2025 – 215 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 the purchase of artificial turf at Lovers Lane Soccer Complex with FieldTurf USA, Inc. in the amount of \$1,989,533.85 through Sourcewell Cooperative Purchasing 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 – 215 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 216

**MUNICIPAL ORDER APPROVING THE PURCHASE OF
EQUIPMENT AND UPFITTING FOR POLICE VEHICLES FROM
RIDGENET NETWORK GROUP IN THE AMOUNT OF \$421,163.87
THROUGH COOPERATIVE PURCHASE UNDER KENTUCKY
STATE PRICING CONTRACT**

Summary of Municipal Order No. 2025 – 216 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 the purchase of equipment and upfitting for police vehicles from Ridgenet Network Group in the amount of \$421,163.87 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 – 216 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 217

MUNICIPAL ORDER APPROVING THE PURCHASE OF
MOTOROLA RADIOS WITH MOTOROLA SOLUTIONS, INC. THE
AMOUNT OF \$137,080.20 THROUGH COOPERATIVE PURCHASE
UNDER KENTUCKY STATE PRICING CONTRACT

Summary of Municipal Order No. 2025 – 217 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 total of twenty four (24) Motorola radios for Police and Fire Departments with Motorola Solutions, Inc. in the amount of \$137,080.20. He added the purchase was 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 – 217 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 218

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2026-
10 FOR CEMENT STABILIZATION FROM SCOTTY'S
CONTRACTING & STONE, LLC IN AN AMOUNT NOT TO EXCEED
\$686,450

Summary of Municipal Order No. 2025 – 218 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 Bid #2026-10 for cement stabilization from Scotty's Contracting & Stone, LLC in an amount not to exceed \$686,450. 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 – 218 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 219

MUNICIPAL ORDER APPROVING THE PURCHASE OF VEHICLES
IN THE AMOUNT OF \$506,399.12 WITH OLATHE FORD SALES
INC. THROUGH SOURCEWELL COOPERATIVE PURCHASING
CONTRACT

Summary of Municipal Order No. 2025 – 219 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 the purchase of vehicles with Olathe Ford Sales Inc. in the amount of \$506,399.12 through Sourcewell Cooperative Purchasing 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 – 219 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 21
(First Reading – Non-Binding)
ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF AN UNIMPROVED
RIGHT-OF-WAY LOCATED BETWEEN 1418 AND 1422 MT. AYR
CIRCLE

Title and summary of Ordinance No. BG2025 – 21 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for the first and non-binding reading of said Ordinance. Meisel explained the right-of-way closure was a unanimous recommendation from the City-County Planning Commission. 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

First Reading of Ordinance No. BG2025 – 21 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 220

MUNICIPAL ORDER APPROVING AND AUTHORIZING OUT-OF-
TOWN TRAVEL EXPENSES FOR MAYOR TODD ALCOTT TO
ATTEND LEADERSHIP KENTUCKY IN PADUCAH, KENTUCKY

Summary of Municipal Order No. 2025 – 220 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Alcott reviewed and recommended approval of his travel to Paducah, Kentucky for Leadership Kentucky. With no additional discussion, a roll call vote was taken.

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

Municipal Order No. 2025 – 220 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 22
(First Reading – Non-Binding)
ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING VARIOUS CHAPTERS OF THE CITY OF
BOWLING GREEN CODE OF ORDINANCES TO MAKE REVISIONS
IDENTIFIED IN THE JUDICIAL REVIEW AND ADMINISTRATIVE
REVISIONS

Title and summary of Ordinance No. BG2025 – 22 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for the first and non-binding reading of said Ordinance. At the request of the City Manager, City Clerk Ashley Jackson reviewed and recommended the revisions of various chapters throughout the Code of Ordinances, based on the judicial review suggestions and other necessary administrative revisions. 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

First Reading of Ordinance No. BG2025 – 22 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 18

As Amended

(Second Reading – Binding)

ORDINANCE RELATING TO PROPERTY TAX RATES

ORDINANCE SETTING 2025 PROPERTY TAX RATES, FRANCHISE
TAX RATES AND IMPROVEMENT ASSESSMENT RATES, AND
SETTING FORTH GUIDELINES FOR PAYMENT, PENALTY AND
INTEREST

Title and summary of Ordinance No. BG2025 – 18 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for the second and binding reading of said Ordinance. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2025 – 18 (as amended) was adopted by unanimous vote.

CLOSED SESSION

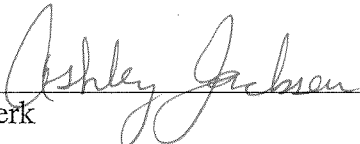
Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 6:10 p.m. in closed session pursuant to KRS 61.810 (1) (b) as previously approved.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:30 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: September 16, 2025

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson