

**MINUTES of SPECIAL MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held August 18, 2020**

The Board of Commissioners of the City of Bowling Green, Kentucky met in special session via Lifesize video teleconference due to the Coronavirus (COVID-19) pandemic at 4:30 p.m. on August 18, 2020. Mayor Bruce Wilkerson called the meeting to order and called the roll, and the following members were present: Commissioner Sue Parrigin, Commissioner Dana Beasley-Brown, Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

**APPROVAL OF MINUTES**

Minutes of Special Meeting August 4, 2020.

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

ROLL CALL:       Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
                  Voting Nay: None

Motion to approve the minutes of the special meeting of August 4, 2020 was approved by unanimous vote.

**SPECIAL AGENDA**

MUNICIPAL ORDER NO. 2020 – 128

**MUNICIPAL ORDER APPROVING THE PROMOTIONS OF BRIAN HARRELL TO THE POSITION OF DEPUTY POLICE CHIEF, ROBERT HANSEN TO THE POSITION OF ASSISTANT POLICE CHIEF, ERIC HOUCHINS TO THE POSITION OF POLICE CAPTAIN AND MARC KAISER TO THE POSITION OF POLICE SERGEANT IN THE POLICE DEPARTMENT**

Summary of Municipal Order No. 2020 – 128 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. City Manager Jeffery B. Meisel explained promotions were being recommended due to the recent promotion of Michael Delaney to Police Chief. Police Chief Michael Delaney reviewed and recommend the promotions of Brian Harrell to Deputy Police Chief, Robert Hansen to Assistant Police Chief, Erin Houchins to Police Captain and Marc Kaiser to Police Sergeant. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:       Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
                  Voting Nay: None

Municipal Order No. 2020 – 128 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 129

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2020-50 FOR APC UNINTERRUPTIBLE POWER SUPPLY (UPS) REPLACEMENT FOR THE POLICE DEPARTMENT FROM INSIGHT PUBLIC SECTOR, INC. OF TEMPE, ARIZONA IN THE AMOUNT OF \$117,101.98

Summary of Municipal Order No. 2020 - 129 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended the bid for UPS replacement for the Police Department and stated a grant was previously awarded to assist with the purchase. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 - 129 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 130

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2020-58 FOR DISPATCH CENTER CONSOLE FURNITURE AND FLOORING FROM WATSON FURNITURE GROUP, INC. OF POULSBO, WASHINGTON IN THE TOTAL AMOUNT OF \$160,713.25

Summary of Municipal Order No. 2020 - 130 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended the bid for dispatch center console furniture and flooring. He stated a grant was previously awarded to assist with the purchase. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 - 130 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 131

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF HOMELAND SECURITY GRANT FUNDS THROUGH THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FISCAL YEAR 2019 ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM IN THE AMOUNT OF \$90,782.27 FOR THE PURCHASE OF FITNESS EQUIPMENT FOR THE FIRE DEPARTMENT

Summary of Municipal Order No. 2020 - 131 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended acceptance of the grant from the Assistance to Firefighters Grant Program to purchase fitness

equipment for Fire. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 - 131 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 132

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

Summary of Municipal Order No. 2020 - 132 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel explained due to the COVID-19 pandemic the annual Select Neighborhood Action Program (SNAP) grant process had to be altered. He reviewed and recommended approval for the City to enter into Flexible Neighborhood Grant Agreements with Chenoweth Neighborhood, Crestmoor Neighborhood Association, Eaglestone Villas Condo Association, Housing Authority of Bowling Green and The Foundary Community Development Center in the total amount of \$28,000. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Denning and Nash  
Voting Nay: Wilkerson

Municipal Order No. 2020 - 132 was approved by majority vote.

MUNICIPAL ORDER NO. 2020 - 133

MUNICIPAL ORDER APPROVING CONSTRUCTION AND  
ACCEPTING MAINTENANCE OF BURR OAKS SUBDIVISION

Summary of Municipal Order No. 2020 - 133 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to construct and accept maintenance of Burr Oaks Subdivision. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 - 133 was approved by unanimous vote.

ORDINANCE NO. BG2020 - 23

(First Reading - Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE REPEALING EXISTING CHAPTER 18 AND  
ADOPTING REVISED VERSION OF THE CITY OF BOWLING  
GREEN CODE OF ORDINANCES CHAPTER 18 (OCCUPATIONAL  
LICENSE FEES AND TAXES) TO MAKE VARIOUS CHANGES

Title and summary of Ordinance No. BG2020 - 23 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel

recommended the adoption of the revised version of Chapter 18 (Occupational License Fees and Taxes) of the City of Bowling Green Code of Ordinances. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward explained the rewrite of the chapter was to restructure the language to make it more user friendly, and confirmed the amendments did not change the basic content or fee structure. Following a question, there was clarification regarding transient permit fees and special event permit fees, as well as the appeals process. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
                          Voting Nay: None

First Reading of Ordinance No. BG2020 – 23 was approved by unanimous vote.

**ORDINANCE NO. BG2020 – 24**

**(First Reading – Non-Binding)**

**ORDINANCE ANNEXING PROPERTY BY CONSENT**

**ORDINANCE ANNEXING A TOTAL OF APPROXIMATELY 0.96 ACRE OF PROPERTY LOCATED AT 5844 SCOTTSVILLE ROAD, WITH PROPERTY PRESENTLY OWNED BY CSR BG INVESTMENTS, LLC, WITH SAID TERRITORY BEING CONTIGUOUS TO EXISTING CITY LIMITS; AND FURTHER APPROVING AN ASSOCIATED ECONOMIC DEVELOPMENT ANNEXATION INCENTIVE AGREEMENT**

Title and summary of Ordinance No. BG2020 – 24 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel explained the location was at Pelican’s SnoBalls and recommended approval of the annexation and the Associated Economic Development Annexation Incentive Agreement. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
                          Voting Nay: None

First Reading of Ordinance No. BG2020 – 24 was approved by unanimous vote.

**ORDINANCE NO. BG2020 – 21**

**(Second Reading – Binding)**

**ORDINANCE REZONING REAL ESTATE**

**ORDINANCE REZONING A PORTION OF A TRACT OF LAND CONTAINING 4.68 ACRES FROM HI (HEAVY INDUSTRIAL) TO HB (HIGHWAY BUSINESS) LOCATED AT 5557 NASHVILLE ROAD, PRESENTLY OWNED BY THE BOWLING GREEN AREA ECONOMIC DEVELOPMENT AUTHORITY, INC. C/O RON BUNCH**

Title and summary of Ordinance No. BG2020 – 21 was read. Motion was made by Wilkerson and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
                          Voting Nay: None

Ordinance No. BG2020 – 21 was adopted by unanimous vote.

ORDINANCE NO. BG2020 – 22  
(Second Reading – Binding)  
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 0.45  
ACRE FROM RM-2 (TWO-FAMILY RESIDENTIAL) TO RM-3  
(TOWNHOUSE/MULTI-FAMILY RESIDENTIAL) LOCATED AT 0  
KENTON STREET, PRESENTLY OWNED BY TRIDENT  
PROPERTIES OF BOWLING GREEN, LLC C/O MITCH WRIGHT

Title and summary of Ordinance No. BG2020 – 22 was read. Motion was made by Wilkerson and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Beasley-Brown, Denning, Nash and Wilkerson  
Voting Nay: None

Ordinance No. BG2020 – 22 was adopted by unanimous vote.

Mayor Wilkerson recognized the upcoming retirement of City Attorney Gene Harmon and thanked him for his years of service.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:15 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: September 1, 2020

APPROVED: Brian Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson  
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*