

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held November 1, 2022**

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 November 1, 2022. Mayor Todd Alcott called the meeting to order. An invocation was provided by Senior Pastor Gregg Farrell of Crossland Community Church, and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Sue Parrigin and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS & RECOGNITIONS

Mayor Todd Alcott recognized the Housing Division of the Neighborhood and Community Services Department for completing the Section 8 Management Assessment Program (SEMAP) certification and being designated as a high performer from the U. S. Department of Housing and Urban Development (HUD).

City Manager Jeffery B. Meisel congratulated the City Finance Department on receiving an award for the 11th consecutive year for Outstanding Achievement in Popular Annual Financial Reporting from the Government Finance Officers Association (GFOA).

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 October 18, 2022.

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

Motion to approve the minutes of the regular meeting of October 18, 2022 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2022 – 230

**MUNICIPAL ORDER APPROVING THE PROMOTION OF BRAD
STINSON TO THE POSITION OF SYSTEM ANALYST III IN THE
INFORMATION TECHNOLOGY DEPARTMENT**

Summary of Municipal Order No. 2022 – 230 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Information Technology (IT) Director Donnita Weeks reviewed and recommended the promotion of Brad Stinson to System Analyst III in the IT Department. 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

Municipal Order No. 2022 – 230 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 231

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF AMY AMOS TO THE POSITION OF FINANCIAL SPECIALIST IN THE FINANCE DEPARTMENT

Summary of Municipal Order No. 2022 – 231 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Director Erin Hulseley reviewed and recommended the appointment of Amy Amos to Financial Specialist in the Finance Department. 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

Municipal Order No. 2022 – 231 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 232

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF LOGAN WILLIS TO THE POSITION OF COMMUNICATIONS DISPATCHER I IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2022 – 232 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Human Resources Director Erin Hulseley reviewed and recommended the appointment of Logan Willis to Communications Dispatcher I in the Police Department. 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

Municipal Order No. 2022 – 232 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 233

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF MARY SMITH TO THE POSITION OF POLICE OFFICER IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2022 – 233 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Human Resources Director

Erin Hulsey reviewed and recommended the appointment of Mary Smith to Police Officer in the Police Department. 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

Municipal Order No. 2022 – 233 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 234

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF LEVI ANTHONY AND MIGUEL PAREDES TO THE POSITION OF PARKS FACILITY MAINTAINER I IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2022 – 234 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointments of Levi Anthony and Miguel Paredes to 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: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
Voting Nay: None

Municipal Order No. 2022 – 234 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 235

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING ANNUAL SOFTWARE MAINTENANCE SERVICES FROM CARTEGRAPH SYSTEMS LLC OF DUBUQUE, IOWA IN THE AMOUNT OF \$54,310.42

Summary of Municipal Order No. 2022 – 235 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 approval of the annual software maintenance services from Cartegraph Systems LLC in the amount of \$54,310.42. 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

Municipal Order No. 2022 – 235 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 236

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-18 FOR CONCRETE PAD CONSTRUCTION FROM BAKER CONTRACTING LLC OF ALVATON, KENTUCKY IN AN AMOUNT NOT TO EXCEED \$57,500

Summary of Municipal Order No. 2022 – 236 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2023-18 for concrete pad construction at the Fire Department

Headquarters building from Baker Contracting LLC in an amount not to exceed \$57,500. 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

Municipal Order No. 2022 – 236 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 237

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-19 FOR FISCAL YEAR 2022 SIDEWALK REPAIRS FROM BAKER CONTRACTING LLC OF ALVATON, KENTUCKY IN AN AMOUNT NOT TO EXCEED \$83,400

Summary of Municipal Order No. 2022 – 237 was read by the City Clerk. Motion was made by Bailey and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval of Bid #2023-19 for Fiscal Year 2022 sidewalk repairs from Baker Contracting LLC in an amount not to exceed \$83,400. He indicated approximately 625 square yards of sidewalk would be replaced. 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

Municipal Order No. 2022 – 237 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 238

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF AN AWARD FOR LAW ENFORCEMENT PROTECTION PROGRAM GRANT FUNDS THROUGH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR THE PURCHASE OF ELECTROMUSCULAR DISRUPTION TECHNOLOGY IN THE AMOUNT OF \$266,613.64

Summary of Municipal Order No. 2022 – 238 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended acceptance of the grant award for Law Enforcement Protection Program Grant funds through the Kentucky Office of Homeland Security for the purchase of tasers and accessories for the Police Department. 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

Municipal Order No. 2022 – 238 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 239

MUNICIPAL ORDER ACCEPTING THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE PERIOD ENDED JUNE 30, 2022 AS PREPARED BY THE DEPARTMENT OF FINANCE AND AUDITED BY MCM CPAS & ADVISORS, LLP

Summary of Municipal Order No. 2022 – 239 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel recognized the Finance Department for the preparation of the Annual Comprehensive Financial Report, as well as the Audit Committee for its approval and recommendation. Audit Committee Chair Vivian Grise reported MCM CPAs & Advisors had given an unmodified and clean opinion, with no material weaknesses or deficiencies, and the financial report fairly represented the City’s financial position. Additionally, she stated the overall net position increased to \$250.5 million, or 19%, over \$210.5 million reported last year, primarily due to capital assets and the reduction of liabilities. Also, the governmental fund balance was \$151.7 million, an increase of \$18.3 million from last year, and the General Fund balance increased by \$10.1 million to \$39.2 million as a result from strong revenue collections. It was noted the General Fund balance included \$18.9 million in reserve funding. 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

Municipal Order No. 2022 – 239 was approved by unanimous vote.

ORDINANCE NO. BG2022 – 49
(First Reading – Non-Binding)
ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CODE OF ORDINANCES CHAPTER 18
(OCCUPATIONAL LICENSE FEES AND TAXES) TO MAKE
REVISIONS REFLECTING LEGISLATIVE CHANGES IN
KENTUCKY REVISED STATUTE RELATED TO THE TRANSIENT
ROOM TAX AND OTHER ADMINISTRATIVE CHANGES

Title and summary of Ordinance No. BG2022 – 49 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. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward explained amendments to Chapter 18 (Occupational License Fees and Taxes) were necessary following the Kentucky General Assembly passing House Bill (HB) 8, which clarified statutory language for state and local transient room tax, and extended the scope of taxes to online travel companies. Additionally, an amendment was made to include Real Estate Investment Trust (REIT), along with some administrative clean-up. 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

First Reading of Ordinance No. BG2022 – 49 was approved by unanimous vote.

ORDINANCE NO. BG2022 – 50
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TWO TRACTS OF LAND CONTAINING
1.85 ACRES FROM HB (HIGHWAY BUSINESS) TO LI (LIGHT
INDUSTRIAL) LOCATED AT 2456 RUSSELLVILLE ROAD AND 0
ENTERPRISE COURT, PRESENTLY OWNED BY WAYNE AND
ELVA OVERHOLT

(Minutes-Board of Commissioners-November 1, 2022)

Title and summary of Ordinance No. BG2022 – 50 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 explained the rezoning 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: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
Voting Nay: None

First Reading of Ordinance No. BG2022 – 50 was approved by unanimous vote.

ORDINANCE NO. BG2022 – 51
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TWO TRACTS OF LAND CONTAINING 1.95 ACRES FROM HB (HIGHWAY BUSINESS) TO RM-3 (TOWNHOUSE/MULTI-FAMILY RESIDENTIAL) LOCATED AT 2424 AND 2428 RUSSELLVILLE ROAD, PRESENTLY OWNED BY JABER PROPERTIES, LLC

Title and summary of Ordinance No. BG2022 – 51 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for the first and non-binding reading of said Ordinance. Meisel explained the rezoning 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: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
Voting Nay: None

First Reading of Ordinance No. BG2022 – 51 was approved by unanimous vote.

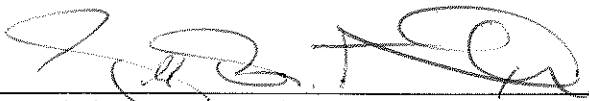
PUBLIC COMMENTS

Following the regular agenda, Mayor Alcott opened the floor for any public comments. Jennifer Morlan spoke in support of establishing accommodations for the homeless, and requested the City make improvements to public transportation routes and times.

ADJOURNMENT

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

ADOPTED: November 15, 2022

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson