

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held JANUARY 15, 2019**

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 January 15, 2019. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Reverend Lee, and all present recited the Pledge of Allegiance led by Jeff and Aaron LaFleur of Boy Scout Troop 710. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Dana Beasley-Brown, 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.

Mayor Wilkerson welcomed Commissioner Dana Beasley-Brown to her first Board of Commissioners meeting.

**PUBLIC HEARING**

Grants Coordinator Nick Cook conducted a public hearing for the purpose of obtaining citizen views of housing, fair housing and community development needs in Bowling Green, development of proposed activities, and review of past program performance for the Community Development Block Grant (CDBG) Consolidated Plan Years 16-20 and Year 16 Annual Action Plan. He reviewed the CDBG program, outlined eligible and prohibited activities, the process for drafting and approving the Year 16 Plan, and past investments made through this program. Mr. Cook explained 80% of the funds would be used for the Neighborhood Improvements Program (NIP) in the BG Reinvestment Area specifically Census Block Groups 103.3 and 103.4. He reported the City anticipates to receive approximately \$542,000 for Fiscal Year 2020 funding. Mr. Cook stated comments would continue to be received through January 30<sup>th</sup>. Jennifer Morlan recommended CDBG funding for Lifeskills and affordable housing. Executive Director of Hotel, Inc. Rhondell Miller read a statement that will be filed with the Neighborhood and Community Services Department as part of this public hearing. She reviewed current affordable housing challenges in Bowling Green, affordable housing solutions and unfair housing practices. Ms. Miller added she would like to see the City work on solutions that will make Bowling Green a better place to live and work for all citizens. Don Langley spoke in support of the City utilizing a percentage of building and development fees for a public housing fund, in order to offer citizens affordable housing and help the homeless. With no further public comments, the public hearing was closed.

**AWARDS & RECOGNITIONS**

Mayor Wilkerson recognized Deputy Police Chief Penny Bowles as she appeared on the cover of a recent edition of Law Enforcement Magazine.

**CITY MANAGER**

City Manager Jeff Meisel had no further comments.

APPROVAL OF MINUTES

Minutes of Regular Meeting December 18, 2018

Minutes of the above-referenced meeting were distributed to the Board of Commissioners with the Agenda for review. Mayor Wilkerson asked for the record to reflect the City of Bowling Green Board of Commissioners reaffirms the appointment of Mayor Pro Tem Sue Parrigin, and the appointments of Sue Parrigin to the Warren County Downtown Economic Development Authority, Inc.; Commissioner Dana Beasley-Brown to the Barren River District Health Board and Job Development Incentive Program Committee; Commissioner Joe Denning to the Bowling Green Audit Committee and Workforce Recruitment and Outreach Committee; Commissioner Brian "Slim" Nash to the Bowling Green-Warren County Drug Task Force, Housing Authority of Bowling Green and Job Development Incentive Program Committee, and Mayor Bruce Wilkerson to the Bowling Green Municipal Utilities Board. The appointments were approved at the December 18, 2018 Board of Commissioners meeting. Motion was made by Parrigin and seconded by Nash to approve said minutes as written. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

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

Motion to approve the minutes of the regular meeting of December 18, 2018 was approved by unanimous vote.

REGULAR AGENDA

ORDINANCE NO. BG2018 - 50

(Second Reading)

ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF A PORTION OF OLD KENTUCKY STREET RIGHT-OF-WAY LOCATED FROM THE INTERSECTION OF EAST 4<sup>TH</sup> AVENUE TO APPROXIMATELY 700 FEET WEST OF THE INTERSECTION OF KENTUCKY STREET AND LOUISVILLE ROAD AND WEST RIVERVIEW DRIVE

Title and summary of Ordinance No. BG2018 - 50 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for second reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2018 - 50 was adopted by unanimous vote.

ORDINANCE NO. BG2018 - 51

(Second Reading)

ORDINANCE ANNEXING PROPERTY BY CONSENT

ORDINANCE ANNEXING A TOTAL OF APPROXIMATELY 6.58 ACRES OF PROPERTY LOCATED AT 618 LOVERS LANE, WITH PROPERTY PRESENTLY OWNED BY PROPERO II BOWLING GREEN, 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. BG2018 - 51 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for second reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2018 - 51 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 1

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF DRAKE BISHOP, ABBY CASSADY, VICTORIA CONNOR, LANDON MILLER, JACKSON PRICE, AUSTIN RICHARDSON AND RHYAN TALLENT TO THE POSITION OF POLICE OFFICER IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2019 - 1 was read by the City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointments of seven (7) Police Officers and indicated the Police Department is now one (1) officer short of its full complement. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 1 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 2

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF NICHOLAS LAWHON TO THE POSITION OF ENVIRONMENTAL TECHNICIAN IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2019 - 2 was read by the City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointment. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 2 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 3

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF DONALD BUTLER AND APPOINTMENTS OF MALCOLM CHERRY, VERNETTA DOUGLAS, PHILLIP PARSONS AND

GLENN SKAGGS TO THE BOWLING GREEN-WARREN COUNTY  
MILITARY LIAISON BOARD

Summary of Municipal Order No. 2019 – 3 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Mayor Wilkerson recommended the reappointment and appointments to the Military Liaison Board. With no further discussion, a roll call vote was taken.

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

Municipal Order No. 2019 – 3 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 – 4

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID  
#2019-38 FOR SOUTHWEST PARKWAY CONNECTOR  
PROFESSIONAL SERVICES FROM AMERICAN ENGINEERS, INC.  
OF LOUISVILLE, KENTUCKY IN THE AMOUNT OF \$228,749

Summary of Municipal Order No. 2019 – 4 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. City Manager Jeff Meisel recommended the bid award and explained the Board of Commissioners recently approved a Memorandum of Understanding with the State to provide financial assistance up to \$680,000. Commissioner Parrigin remarked this is a safety issue for the industrial area. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 4 was approved by unanimous vote.

ORDINANCE NO. BG2019 – 1

(First Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.11  
ACRE FROM RM-4 (MULTI-FAMILY RESIDENTIAL) TO OP-C  
(OFFICE PROFESSIONAL - COMMERCIAL) LOCATED AT 640  
EAST 3<sup>RD</sup> AVENUE, PRESENTLY OWNED BY GILBERT,  
BARBEE, MOORE & MCILVOY, PSC, D/B/A GRAVES GILBERT  
CLINIC

Title and summary of Ordinance No. BG2019 – 1 was read by the City Clerk. Motion was made by Denning and seconded by Parrigin for first reading of said Ordinance. City-County Planning Commission Executive Director Ben Peterson responded to questions from Commissioner Beasley-Brown. He confirmed this property was not located in the Shake Rag Historic District and there is no future development planned as the building was once a church, and will now be used for storage. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2019 – 1 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 5

MUNICIPAL ORDER AUTHORIZING AND APPROVING AMENDMENTS TO VERSION 9 OF THE 2019 EDITION OF THE BOWLING GREEN POLICE POLICY AND PROCEDURES MANUAL

Summary of Municipal Order No. 2019 – 5 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel explained the main revisions include the addition of body worn cameras, post critical incident procedures and Unmanned Aircraft Systems (UAS). Police Chief Doug Hawkins responded to questions from Commissioner Beasley-Brown related to the Police Departments use of UAS equipment. He explained the UAS is only capable of mounting a camera and lighting, and equipment used for warrants over nonresidential and residential properties, as well as privacy rights, are protected by the 4<sup>th</sup> Amendment of the Constitution. Also, Chief Hawkins confirmed video footage of individuals not involved in an investigation may be altered to redact personal information according to State Statute, and video footage shall be retained according to the Records Retention Schedule. He further clarified the definition of legitimate law enforcement activity, reviewed post incident reporting and oversight of compliance, as well as public access to the policy and procedures manual. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 5 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 6

MUNICIPAL ORDER ACCEPTING DONATION OF A LOT IN THE KENTUCKY TRIMODAL TRANSPARK FOR SITE OF FUTURE FIRE STATION AND AUTHORIZING THE EXECUTION OF A DEED AND PARTIAL CANCELLATION OF LEASE AND GROUND LEASE

Summary of Municipal Order No. 2019 - 6 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended acceptance of a donation of a lot located on Highway 68/80, adjacent to US 31W, in the Kentucky Transpark for a future location of a fire station. In addition, this action requires approval of a Partial Cancellation of Lease and Ground Lease for this property. He added Warren County Fiscal Court will also be required to approve this action. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 6 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 7

MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT AGREEMENT WITH CANNON AUTOMOTIVE SOLUTIONS - BOWLING GREEN, INC.

Summary of Municipal Order No. 2019 - 7 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reported Cannon Automotive Solutions - Bowling Green, Inc. applied for State incentives for an expansion in the Kentucky Transpark and confirmed this was reviewed by the Job Development Incentive Program (JDIP) Committee. She reviewed the incentive agreement which is estimated to create 20 new jobs with a total capital investment estimated at \$10 million. Also, she outlined the incentive program which provides up to 1% return of the withholdings from the creation of new jobs to maximize the 3% credit from the State, making the job development incentive worth approximately \$99,260 over a ten (10) year period. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 7 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 8

MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT AGREEMENT WITH HOLLEY PERFORMANCE PRODUCTS, INC.

Summary of Municipal Order No. 2019 - 8 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reported Holley Performance Products, Inc. applied for State incentives for an expansion at a new location and confirmed this was reviewed by the Job Development Incentive Program (JDIP) Committee. She reviewed the incentive agreement which is estimated to create 134 new jobs with a total capital investment estimated at \$10.2 million. Also, she outlined the incentive program which provides up to 1% return of the withholdings from the creation of new jobs to maximize the 3% credit from the State, making the job development incentive worth approximately \$537,255 over a ten (10) year period. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 8 was approved by unanimous vote.

PUBLIC COMMENTS

Following the regular agenda, Mayor Wilkerson opened the floor for any public comments about items not included on the agenda. Jennifer Morlan spoke in support of better transportation, Lifeskills programs and fairness ordinance. Jack LeSieur spoke in support of the fairness ordinance. Commissioner Nash recognized Mr. LeSieur as he was pictured along with an article by Time Magazine related to Bowling Green being one of the best places to live in Kentucky.

The City Manager requested all future public comments should be more respectful and congenial.

ADJOURNMENT

Once all discussion concluded and there being no further business to come before the Board of Commissioners, at approximately 5:45 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: February 5, 2019

APPROVED: Bruce Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson  
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*