

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held October 19, 2021.**

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 October 19, 2021. Mayor Todd Alcott called the meeting to order. An invocation was given by Executive Pastor of First Baptist Church David Tooley and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Sue Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown and Mayor Todd Alcott. Absent: Commissioner Melinda Hill. There was a quorum of the Board of Commissioners.

AWARDS AND RECOGNITIONS

Operation P.R.I.D.E. Executive Director Melanie Lawrence presented a Commercial P.R.I.D.E. Award to the SKY Property Management for improvements made to the office located at 632 Adams Street.

Western Kentucky University (WKU) President Dr. Timothy Caboni provided a View from the Hill. He said WKU worked hard to navigate through the COVID-19 pandemic, while they were creative and aggressive in all of their efforts, the missions were met. He praised the COVID-19 workgroup, which included City representatives, for its collaborative efforts with the community. It was reported WKU received the Fifth-Year interim accreditation report, and the University was focusing on becoming more open and accessible to students, while offering scholarship opportunities, and dedicated to growth and retention of students to the local workforce. Dr. Caboni added WKU raised \$50 million for institutional funded scholarships, and said the First Year Village had opened and includes living and learning communities, and The Commons was scheduled to be completed soon. There was mention of some grants WKU received and development at the innovation campus.

CITY MANAGER

City Manager Jeffery B. 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. Motion was made by Bailey and seconded by Parrigin 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: 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

Minutes of Regular Meeting September 21, 2021 and Special Meeting September 23, 2021.

Minutes of the above-referenced meetings were distributed to the Board of Commissioners with the Agenda for review. Motion was made by Parrigin 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: Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Motion to approve the minutes of the regular meeting of September 21, 2021 and special meeting of September 23, 2021 were approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2021 – 172

MUNICIPAL ORDER APPROVING THE PROMOTION OF JENNIFER COLEMAN TO THE POSITION OF ADMINISTRATIVE MANAGER IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2021 – 172 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Meisel acknowledged and congratulated the recent retirement of long time employee Anna Maroney. Parks and Recreation Director Brent Belcher reviewed and recommended the promotion of Jennifer Coleman to Administrative Manager 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: Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Municipal Order No. 2021 – 172 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 173

MUNICIPAL ORDER APPROVING THE PROMOTION OF KETLER CALIXTE TO THE POSITION OF FIRE ENGINEER IN THE FIRE DEPARTMENT

Summary of Municipal Order No. 2021 – 173 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Fire Chief Justin Brooks reviewed and recommended the promotion of Ketler Calixte to Fire Engineer in the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 173 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 174

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF TIMMY COWLES, BILL ROLETT AND JAGGER RONE, AND THE TRANSFER OF JOSHUA MINTON TO THE POSITION OF OPERATIONS TECHNICIAN I IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2021 – 174 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Human Resources Manager Tiger Tooley reviewed and recommended the appointments of Timmy Cowles, Bill Rolett and

Jagger Rone, and transfer for Joshua Minton to Operations Technician I in the Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 174 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 175

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-12 FOR STRUCTURAL FIREFIGHTING TURNOUT GEAR FROM PHOENIX SAFETY OUTFITTERS, LLC OF SPRINGFIELD, OHIO IN A TOTAL AMOUNT NOT TO EXCEED \$75,930

Summary of Municipal Order No. 2021 – 175 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 bid to purchase up to 30 sets of firefighting turnout gear from Phoenix Safety Outfitters, LLC in an amount not to exceed \$75,930. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 175 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 176

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-13 FOR THE PURCHASE OF VEHICLES FROM GILLIE HYDE FORD, INC. OF GLASGOW, KENTUCKY IN THE TOTAL AMOUNT OF \$126,887

Summary of Municipal Order No. 2021 – 176 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 the bid to purchase a vehicle for the Transit Manager and a service maintenance truck for transit in the total amount of \$126,887. He said Federal grant money would be used toward the purchase. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 176 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 177

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-15 FOR CISCO DIGITAL NETWORK ARCHITECTURE ENTERPRISE AGREEMENT FROM ITSAVVY LLC OF ADDISON, ILLINOIS IN AN AMOUNT NOT TO EXCEED \$302,013.62

Summary of Municipal Order No. 2021 – 177 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid for Cisco Digital Network Architecture Enterprise Agreement,

which ensures cyber security, with ITSavvy in the amount not to exceed \$302,013.62. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 177 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 178

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-21 FOR CISCO CORE SWITCHES FROM TRACE3, LLC OF IRVINE, CALIFORNIA IN THE AMOUNT OF \$261,303.81

Summary of Municipal Order No. 2021 – 178 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid for Cisco core switches, which improves the speed, from Trace3 in the amount of \$261,303.81. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 178 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 179

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-16 FOR CITY CARE CENTER HVAC UPGRADES FROM LYONS SERVICE COMPANY OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$52,872

Summary of Municipal Order No. 2021 – 179 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 the bid for City Care Center HVAC upgrades from Lyons Service Company in the amount of \$52,872. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 179 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 180

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-11 FOR HOBSON GOLF COURSE AND DRIVING RANGE GRASS TEE EXPANSION PROJECT FROM SCOTT & MURPHY, INC. OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$62,500

Summary of Municipal Order No. 2021 – 180 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 the bid for Hobson Golf Course and driving range tee expansion project from Scott & Murphy in the amount of \$62,500. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None
Municipal Order No. 2021 – 180 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 181

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-18 FOR POLICE DEPARTMENT AMMUNITION FROM KIESLER POLICE SUPPLY, INC. OF JEFFERSONVILLE, INDIANA, TXAT, LLC OF HOUSTON, TEXAS AND VANCE OUTDOORS, INC. OF COLUMBUS, OHIO IN THE TOTAL AMOUNT OF \$71,199.65

Summary of Municipal Order No. 2021 – 181 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid for ammunition for the Police Department to Kiesler Police Supply, TXAT and Vance Outdoors in the total amount of \$71,199.65. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None
Municipal Order No. 2021 – 181 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 182

MUNICIPAL ORDER APPROVING CONTRACTS THROUGH COOPERATIVE PURCHASE WITH BEST ONE FLEET SERVICE OF BOWLING GREEN, KENTUCKY AND ZIEGLER TIRE & SUPPLY COMPANY OF MASSILLION, OHIO UNDER KENTUCKY STATE PRICING CONTRACT FOR THE PURCHASE OF BRIDGESTONE, FIRESTONE AND GOODYEAR TIRES FOR THE PUBLIC WORKS DEPARTMENT, FLEET DIVISION IN THE TOTAL AMOUNT NOT TO EXCEED \$85,000

Summary of Municipal Order No. 2021 – 182 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval of the cooperative purchase for tires with Best One Fleet Service and Ziegler through Kentucky State Pricing Contract in the total amount not to exceed \$85,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None
Municipal Order No. 2021 – 182 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 183

MUNICIPAL ORDER AUTHORIZING A CONTRACT THROUGH NONCOMPETITIVE NEGOTIATIONS WITH BRANDSTETTER CARROLL, INC. OF LEXINGTON, KENTUCKY FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR NEW FIRE STATIONS AND TRAINING CENTER IN AN AMOUNT NOT TO EXCEED \$540,000

Summary of Municipal Order No. 2021 – 183 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Meisel explained this project was included in the Capital Improvement Program and recommended approval of a contract through noncompetitive negotiations with Brandstetter Carroll for architectural and engineering services for design assistance on two (2) new fire stations and a training center in an amount not to exceed \$540,000. It was additionally clarified the project would be for design services of the new construction of a station and training center, which both Police and Fire Departments would utilize the training center, and located at the current Porter Pike fire station, as well as a new fire station at the Kentucky Transpark. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 183 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 184

MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT
INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT
AGREEMENT WITH HARBOR STEEL & SUPPLY CORP.

Summary of Municipal Order No. 2021 – 184 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. At the request of the City Manager, Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reviewed the incentive agreement which was estimated to create 25 new jobs with a total capital investment estimated at \$13.2 million. She also 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 \$116,000 over a ten (10) year period. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 184 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 185

MUNICIPAL ORDER APPROVING AN AMENDMENT TO THE JOB
DEVELOPMENT INCENTIVE PROGRAM EMPLOYEE
WITHHOLDINGS CREDIT AGREEMENT WITH HOLLEY
PERFORMANCE PRODUCTS, INC.

Summary of Municipal Order No. 2021 – 185 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Assistant City Manager/Chief Financial Officer Katie Schaller-Ward stated the City had previously approved the JDIP agreement with Holley Performance Products in 2020 to create up to 30 new jobs, however since then Holley estimates to create 150 new jobs at higher wages. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 185 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 186

MUNICIPAL ORDER APPROVING TAX INCREMENT FINANCING
DISTRICT SUMMARY OF 2020 INCREMENTAL REVENUE AND
AUTHORIZING DISTRIBUTIONS TO THE APPROPRIATE
RECIPIENTS

Summary of Municipal Order No. 2021 – 186 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward acknowledged the work of Assistant Chief Financial Officer Sean Weeks for examining and preparing the summary information. Weeks reported the calculated 2020 incremental revenues were \$1,161,434 within the project area with the amount of \$929,147 (80%) to Warren County Downtown Economic Development Authority and other entities, and the City retained 20%, for an amount of \$232,287. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 186 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 41

(First Reading – Non-Binding)

ORDINANCE DE-ANNEXING PROPERTY

ORDINANCE DE-ANNEXING APPROXIMATELY 8.32 ACRES
LOCATED AT THE INTERSECTION OF OLD RICHARDSVILLE
ROAD AND KY HIGHWAY 185, AS REQUESTED BY THE
BOWLING GREEN MOOSE LODGE 356

Title and summary of Ordinance No. BG2021 – 41 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. Mayor Alcott explained the first and second reading of the intent to de-annex was previously approved and it was now recommended to officially de-annex the property at Old Richardsville Road and KY Highway 185 as requested by the Bowling Green Moose Lodge. He asked for discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 41 was approved by unanimous vote.

WORK SESSION

A work session was held for the Kentucky League of Cities (KLC) Community and Economic Development Manager Tad Long to review the Strategic Plan for the Board of Commissioners. He reviewed the following eight (8) primary goals: fiscal responsibility and efficient delivery of city services; downtown development; riverfront and greenways development; broadband; housing development; City workforce development; roads and traffic; and strong neighborhoods. After some discussion, it was requested to add public transportation to the goal of roads and traffic, and the established goal of broadband should specifically indicate fiber optic service in the details. Mayor Alcott commented on gambling laws and regulations and requested legislative assistance to address net-profits and City services. Furthermore, Meisel touched on the section of the Strategic Plan that included

partnership, cooperation and support functions which includes: interlocal agreements, consolidation of services and convening partnerships, homeless problems, education and economic and workforce development. Commissioner Beasley-Brown added it would be helpful to know how the City of Bowling Green could grow well, and retain its identity. Mr. Long outlined the next steps which included receiving feedback from the Board of Commissioners, and discuss again at a Board of Commissioners meeting the first of December and take the additional feedback and make any necessary revisions to the plan.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 6:30 p.m. in closed session pursuant to KRS 61.810 (1) (b) as previously approved.

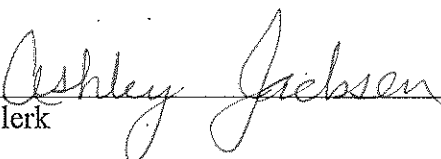
ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 7:00 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: November 2, 2021

APPROVED: 

Mayor, Chairman of Board of Commissioners

ATTEST: 

City Clerk

Minutes prepared by City Clerk Ashley Jackson