

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held March 15, 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 March 15, 2022. Mayor Todd Alcott called the meeting to order and provided an invocation. 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.

CITY MANAGER

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

Mr. Meisel also clarified some recent misinformation circulating in the public regarding police salary. He indicated the City was working on a plan to assist with maintaining competitive salaries in comparison to other law enforcement agencies. He reviewed some of the incentives offered to police, as well as the academy now offered within the City, and mentioned in 2018 amendments were made to the Police Classification Pay/Schedule to adjust salaries.

He further requested a closed session for discussions of 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 Parrigin and seconded by Bailey to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (b). Mayor Alcott called for 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

Regular Meeting March 1, 2022.

Minutes of the above-referenced meeting 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 March 1, 2022 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2022 – 49

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF RICHARD HARRISON AND NICHOLE WRIGHT TO THE POSITION OF COMMUNICATIONS SUPERVISOR IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2022 – 49 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Police Chief Michael Delaney reviewed and recommended the promotions of Richard Harrison and Nichole Wright to Communications Supervisor in the Police 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. 2022 – 49 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 50

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF JONATHAN NORRIS TO THE POSITION OF TRADES WORKER/ELECTRICIAN IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2022 – 50 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 Hulsey reviewed and recommended the appointment of Jonathan Norris to Trades Worker/Electrician 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. 2022 – 50 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 51

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF MADISON ALEXANDER, EMILY BRYANT, RYAN BUTLER, BRANDON HUGHES, ANDREW KHAI, DAWSON MCDANIEL, MAX MUELLER, COLE PETTY AND TYLER STATEN TO THE POSITION OF POLICE OFFICER IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2022 – 51 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager Tiger Tooley reviewed and recommended the appointments of Madison Alexander, Emily Bryant, Ryan Butler, Brandon Hughes, Andrew Khai, Dawson McDaniel, Max Mueller, Cole Petty and Tyler Staten to Police Officer. 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. 2022 – 51 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 52

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-35 FOR FIRE DEPARTMENT EQUIPMENT FROM VARIOUS VENDORS IN THE TOTAL AMOUNT NOT TO EXCEED \$175,000

Summary of Municipal Order No. 2022 – 52 was read by the City Clerk. Motion was made by Bailey and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended the bid for various pieces of fire equipment from various vendors in the total amount not to exceed \$175,000. 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. 2022 – 52 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 53

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING PREMIERONE SOFTWARE ANNUAL MAINTENANCE THROUGH A SOLE SOURCE FROM MOTOROLA SOLUTIONS, INC. OF CHICAGO, ILLINOIS IN THE AMOUNT OF \$108,762

Summary of Municipal Order No. 2022 – 53 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 sole source for annual maintenance from Motorola Solutions, Inc. for the PremierOne Software in the amount of \$108,762. 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. 2022 – 53 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 54

MUNICIPAL ORDER AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH TETRA TECH, INC. OF LOUISVILLE, KENTUCKY FOR DISASTER RECOVERY CONSULTING SERVICES THROUGH NONCOMPETITIVE NEGOTIATIONS FOR A TOTAL PROJECT COST NOT TO EXCEED \$78,654.20

Summary of Municipal Order No. 2022 – 54 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 change order contract with Tetra Tech, Inc. for disaster recovery consulting services, in order to assist the Safety and Risk Manager with Federal Emergency Management Agency (FEMA) data input following the tornado, in a total amount not to exceed \$78,654.20. 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. 2022 – 54 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 55

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT FROM OPEN SOCIETY FOUNDATIONS IN SUPPORT OF STATE AND LOCAL WELCOME EFFORTS IN THE AMOUNT OF \$150,000

Summary of Municipal Order No. 2022 – 55 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended acceptance of a grant from Open Society Foundations supporting state and local welcome efforts, particularly the Afghan community, in the amount of \$150,000. It was said the funds would be used to hire a local agency coordinator to assist with the program. 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. 2022 – 55 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 56

MUNICIPAL ORDER APPROVING AND AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE COMMONWEALTH OF KENTUCKY, DEPARTMENT OF HOUSING, BUILDINGS AND CONSTRUCTION RELATED TO THE GRANTING OF ADDITIONAL RESPONSIBILITY FOR BUILDING AND ELECTRICAL PERMITS, PLAN REVIEW, INSPECTIONS AND ENFORCEMENT

Summary of Municipal Order No. 2022 – 56 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 a continued agreement with the State to assist with building and electrical permits, plan review and inspections and enforcement for the building division for an additional three (3) years. 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. 2022 – 56 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 57

MUNICIPAL ORDER AUTHORIZING THE CREATION OF A SMALL BUSINESS TORNADO RELIEF PROGRAM

Summary of Municipal Order No. 2022 – 57 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Mayor Alcott requested approval to create a Small Business Tornado Relief Program. It was said the Finance Department would create the specific program guidelines and design an application, and the program was intended to assist commercial property owners and small businesses allowing for a rebate of up to 100% of ad valorem

taxes and net profits for five (5) years, with an option to begin the 5-year rebate term in 2023. 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. 2022 – 57 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 58

MUNICIPAL ORDER APPROVING AND AUTHORIZING OUT-OF-TOWN TRAVEL EXPENSES FOR CITY MANAGER JEFF MEISEL TO ATTEND THE KENTUCKY CITY/COUNTY MANAGEMENT ASSOCIATION WINTER CONFERENCE IN LEXINGTON, KENTUCKY

Summary of Municipal Order No. 2022 – 58 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel thanked the Board of Commissioners for the opportunity to attend the conference. 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. 2022 – 58 was approved by unanimous vote.

ORDINANCE NO. BG2022 – 12

(First Reading – Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 5 (ANIMALS) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2022 – 12 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Alcott for the first and non-binding reading of said Ordinance. Meisel reviewed and recommended amendments to Chapter 5 (Animals) of the Code of Ordinances to include definitions, fines, removal of criminal charges and administrative changes to clean-up the chapter. He thanked Code Compliance & Animal Protection Division Manager Brad Schargorodski for preparing the necessary amendments. Following some questions from Commissioner Bailey, Neighborhood and Community Services Director Brent Childers explained the fine increase was recommended to encourage compliance for serious violations, and he further clarified all individuals may appeal violations to the Code Enforcement and Nuisance Board. Once discussion concluded, Mayor Alcott asked for a roll call vote.

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

First Reading of Ordinance No. BG2022 – 12 was approved by unanimous vote.

ORDINANCE NO. BG2022 – 13

(First Reading – Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION) OF
THE CITY OF BOWLING GREEN CODE OF ORDINANCES TO
INCREASE THE SALARY FOR COMMISSIONERS.

Title and summary of Ordinance No. BG2022 – 13 was read by the City Clerk. Motion was made by Parrigin and seconded by Alcott for the first and non-binding reading of said Ordinance. Mayor Alcott introduced the ordinance as the sponsor and said the salary of the Commissioners had not been adjusted since 1999 and was required to be done by the first Monday in May of an election year per Kentucky Revised Statute. Additionally, he said the salary change would not take effect until January 1, 2023, following the election and may or may not include the current elected officials. However, he clarified the amendment would not change the Mayor's salary, only the Commissioners. The reason he recommended a \$31,500 annual salary was to bring the pay to at least a \$15 per hour rate. Alcott added on July 1st all City employees would be eligible for over an 8% increase in pay, to include the Cost of Living Adjustment (COLA) and a step raise. There was also discussion about the Board of Commissioners agreeing at the Strategic Goal Planning Work Session to being open to adjusting employees pay in order to become more competitive with other agencies and retain employment. Commissioner Parrigin mentioned the 2008 Salary Task Force Committee created by the City, of which she was a member, recommended a salary adjustment but it was never approved by the Board of Commissioners. Commissioners Bailey and Beasley-Brown expressed concern about using taxpayers' money to increase Commissioners' salaries, rather than ensuring employees are paid sufficiently. As a result, they indicated they would be voting against the ordinance. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin and Alcott
 Voting Nay: Bailey and Beasley-Brown

First Reading of Ordinance No. BG2022 – 13 concluded with a tie vote.

MUNICIPAL ORDER NO. 2022 – 59

MUNICIPAL ORDER APPROVING AMENDMENTS TO THE CITY
OF BOWLING GREEN PROCUREMENT CARD POLICY AND
PROCEDURES, FINANCIAL POLICIES AND PROCEDURES, AND
TRAVEL POLICIES AND PROCEDURES

Summary of Municipal Order No. 2022 – 59 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval of the amended Procurement Card Policy and Procedures, Financial Policies and Procedures, and Travel Policies and Procedures as suggested by the Finance 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. 2022 – 59 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 60

MUNICIPAL ORDER APPROVING AMENDMENTS TO THE CITY
OF BOWLING GREEN MANUAL OF PURCHASING POLICIES AND
PROCEDURES

Summary of Municipal Order No. 2022 – 60 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended approval of the amendments to the Manual of Purchasing Policies and Procedures as suggested by the Finance 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. 2022 – 60 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 61

MUNICIPAL ORDER APPROVING THE REAPPOINTMENTS OF
JANE BARTHELME AND LYNDA NEALE TO THE HOBSON
HOUSE COMMISSION

Summary of Municipal Order No. 2022 – 61 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott reviewed and recommended the reappointments of Jane Barthelme and Lynda Neale to the Hobson House Commission. He 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. 2022 – 61 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2022 – 62

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF
JOHN SIMMS TO THE URBAN GROWTH DESIGN REVIEW BOARD

Summary of Municipal Order No. 2022 – 62 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott reviewed and recommended the reappointment of John Simms to the Urban Growth Design Review Board. He 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. 2022 – 62 was approved by unanimous vote.

ORDINANCE NO. BG2022 – 14

(First Reading – Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION) OF
THE CITY OF BOWLING GREEN CODE OF ORDINANCES
RELATED TO WORK SESSIONS

Title and summary of Ordinance No. BG2022 – 14 was read by the City Clerk. Motion was made by Parrigin and seconded by Alcott for the first and non-binding reading of said Ordinance. Commissioner Parrigin introduced the ordinance as the sponsor. She explained the amendment to Chapter 2 was being recommended to clarify how a work session could be included on a Board of Commissioners agenda and would require a majority or consensus of the board. City Manager Meisel

remarked it was a positive change and a way to provide direction to him and staff on how to proceed with particular topics. Commissioners Bailey and Beasley-Brown believed it was important to discuss topics publicly to remain transparent and individual Commissioners should be able to sponsor a discussion item. Mayor Alcott explained work sessions were not designed to be a political platform and he encourages working together as a board on discussion topics. He asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin and Alcott

Voting Nay: Bailey and Beasley-Brown

First Reading of Ordinance No. BG2022 – 14 concluded with a tie vote.

ORDINANCE NO. BG2022 – 9

(Second Reading – Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.17 ACRE FROM GB (GENERAL BUSINESS) TO RM-4 (MULTI-FAMILY RESIDENTIAL) LOCATED AT 0 STATE STREET, PRESENTLY OWNED BY ROBERT E. PETRIE TESTAMENTARY TRUST, GEORGE D. LAWSON, JR., TRUSTEE WITH ROBERT AND VICKI CHAUDOIN AS THE APPLICANTS

Title and summary of Ordinance No. BG2022 – 9 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 discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown and Alcott

Voting Nay: None

Ordinance No. BG2022 – 9 was adopted by unanimous vote.

ORDINANCE NO. BG2022 – 10

(Second Reading – Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.8663 ACRE FROM RS-1A (SINGLE FAMILY RESIDENTIAL) AND RM-2 (TWO-FAMILY RESIDENTIAL) TO RS-1C (SINGLE FAMILY RESIDENTIAL) LOCATED AT 2410 FITZGERALD INDUSTRIAL DRIVE, PRESENTLY OWNED BY ELIJAH PROPERTIES, LLC

Title and summary of Ordinance No. BG2022 – 10 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for the second and binding reading of said Ordinance. 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

Ordinance No. BG2022 – 10 was adopted by unanimous vote.

ORDINANCE NO. BG2022 – 11

(Second Reading – Binding)

ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER THREE TO
THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL
OPERATING BUDGET FOR FISCAL YEAR 2022

Title and summary of Ordinance No. BG2022 – 11 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for the second and binding reading of said Ordinance. 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

Ordinance No. BG2022 – 11 was adopted by unanimous vote.

WORK SESSION

Following a brief recess at 6:10 p.m., a work session began at 6:15 p.m. At the request of the Board of Commissioners, continued discussion was had regarding a proposed downtown Entertainment Destination Center (EDC). Neighborhood and Community Services Director Brent Childers explained some further research showed a high percentage of events throughout the entire year and he would propose the EDC be every Friday and Saturday, rather than during scheduled events. Furthermore, it was proposed to have the EDC time from 11:00 a.m. – 10:00 p.m., however he could see moving the end time up to 9:00 p.m. It was reported of the twenty-two (22) downtown licensed businesses City staff polled, the responses of an EDC were as follows: fourteen (14) agreed, four (4) no, three (3) undecided and one (1) no response. Parks and Recreation Department, Public Works Department and Police Department Directors spoke about each of the department's roles to address cleanliness on City parks, sidewalks and streets, public use of restrooms, as well as addressed safety and police presence. City Manager Jeff Meisel reiterated the City would not be responsible for cleaning and maintaining private property. Following public comments and some additional discussion, the Board of Commissioners unanimously decided to move forward with an ordinance to obtain a license with the state for an EDC every Friday and Saturday from 11:00 a.m. – 9:00 p.m. It was said the ordinance language would include the licensing and map area details, and any further details of the EDC would be determined by staff.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 8:05 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 8:15 p.m., Mayor Alcott declared this meeting adjourned.

(Minutes-Board of Commissioners-March 15, 2022)

ADOPTED: April 19, 2022

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson
City Clerk

Minutes prepared by City Clerk Ashley Jackson