

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held May 2, 2023**

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 May 2, 2023. Mayor Todd Alcott called the meeting to order. An invocation was provided by Rev. Whitlock of New Beginnings Christian Ministries, and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS AND RECOGNITIONS

Mayor Todd Alcott welcomed and congratulated the KHSAA Sweet 16 Champions the Warren Central High School Boys' Basketball Team and coaches.

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.

He also requested item number 3, Municipal Order No. 2023-84, be withdrawn from the agenda.

APPROVAL OF MINUTES

Regular Meeting April 18, 2023.

Minutes of the above-referenced meeting was 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: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None

Motion to approve the minutes of the regular meeting of April 18, 2023 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2023 – 82

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF JASON SCOTT TO THE POSITION OF ASSISTANT POLICE CHIEF, JARED MERRISS TO THE POSITION OF POLICE CAPTAIN AND JAMES LEWIS TO THE POSITION OF POLICE SERGEANT IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2023 – 82 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. City Manager Meisel stated the promotions stemmed from the recent retirement of Major Matt Edwards. He served

*Note: Minutes are a summary of the discussions; a video recording of this entire meeting is maintained by the Office of City Clerk.

the City for 22 years and was congratulated for his service and leadership at the Bowling Green Police Department. Deputy Police Chief Penny Bowles reviewed and recommended the promotions of Jason Scott to Assistant Police Chief, Jared Merriss to Police Captain and James Lewis to Police Sergeant in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 82 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 83

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-44 FOR FIRE STATION #5 AND TRAINING CENTER CONSTRUCTION PROJECT FROM SCOTT, MURPHY & DANIEL OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$16,001,310

Summary of Municipal Order No. 2023 – 83 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 Bid #2023-44 for Fire Station #5 and Training Center construction project from Scott, Murphy & Daniel in the amount of \$16,001,310. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 83 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 84

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-35 FOR WESTEN STREET INTERSECTION IMPROVEMENTS FROM SCOTTY’S CONTRACTING & STONE, LLC OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$1,338,847.85

Municipal Order No. 2023-84 was previously withdrawn from the agenda.

MUNICIPAL ORDER NO. 2023 – 85

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR HOMELAND SECURITY GRANT FUNDS THROUGH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR THE PURCHASE OF FIREWALL APPLIANCES FOR THE INFORMATION TECHNOLOGY DEPARTMENT IN THE AMOUNT OF \$166,812.34

Summary of Municipal Order No. 2023 – 85 was read by the City Clerk. Motion was made by Bailey and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended submission of an application for Homeland Security Grant funds through the Kentucky Office of Homeland Security to purchase firewall appliances for the Information Technology

Department in the amount of \$166,812.34, with no matching funds. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 85 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 86

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR HOMELAND SECURITY GRANT FUNDS THROUGH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR THE PURCHASE OF A UTILITY TERRAIN VEHICLE FOR THE POLICE DEPARTMENT IN THE AMOUNT OF \$45,664.07

Summary of Municipal Order No. 2023 – 86 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended submission of an application for Homeland Security Grant funds through the Kentucky Office of Homeland Security to purchase a utility terrain vehicle for the Police Department in the amount of \$45,664.07, with no matching funds. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 86 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 87

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION FOR FUNDING THROUGH THE 2023 COMMUNITY ORIENTED POLICING SERVICES (COPS) HIRING PROGRAM FROM THE U.S. DEPARTMENT OF JUSTICE IN AN AMOUNT UP TO \$500,000

Summary of Municipal Order No. 2023 – 87 was read by the City Clerk. Motion was made by Bailey and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended submission of a grant application for the 2023 Community Oriented Policing Services (COPS) Hiring Program from the U.S. Department of Justice in an amount up to \$500,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 87 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 88

MUNICIPAL ORDER APPROVING THE YEAR 20 ANNUAL ACTION PLAN OF THE CONSOLIDATED PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUNDING AND AUTHORIZING ITS SUBMISSION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Summary of Municipal Order No. 2023 – 88 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval of the Year 20 Annual Action Plan for Community Development Block Grant (CDBG) entitlement funding and the submission to the U.S. Department of Housing and Urban Development (HUD). Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 88 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 8
(First Reading – Non-Binding)
ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF AN UNIMPROVED
RIGHT-OF-WAY LOCATED BETWEEN 516 AND 518 REGENTS
AVENUE

Title and summary of Ordinance No. BG2023 – 8 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 said the closing of the unimproved right-of-way located between 516 and 518 Regents Avenue was a unanimous recommendation by the City-County Planning Commission. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2023 – 8 was approved by a unanimous vote.

MUNICIPAL ORDER NO. 2023 – 89

MUNICIPAL ORDER APPROVING AND AUTHORIZING THE
MAYOR TO EXECUTE SIDEWALK LEASE AGREEMENTS TO
LEASE PORTIONS OF CITY SIDEWALKS

Summary of Municipal Order No. 2023 – 89 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. At the request of the City Manager, City Attorney Hillary Hightower explained the renewals and new sidewalk lease agreements were needed to make updates related to insurance and additional clean-up. Furthermore, information regarding barriers was included in the agreements, in the instance the City should ever require those, which was previously discussed and agreed upon by the Board of Commissioners. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 89 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 90

MUNICIPAL ORDER DEDICATING AND NAMING THE WEST END
PARK TO H.D. CARPENTER PARK

Summary of Municipal Order No. 2023 – 90 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Commissioners Bailey, Beasley-Brown and Parrigin sponsored the municipal order and recommended the dedicating and renaming of West End Park to H.D. Carpenter Park. Rev. Whitlock provided history of Dr. H.D. Carpenter and the impact he made in the community. Once discussion concluded, Mayor Alcott asked for a roll call vote.

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

Municipal Order No. 2023 – 90 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 91

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-39 FOR TRANSIT MANAGEMENT AND OPERATIONAL SERVICES FROM RATP DEV USA OF FORT WORTH, TEXAS IN THE AMOUNT OF \$97.31 PER REVENUE HOUR

Summary of Municipal Order No. 2023 – 91 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Neighborhood and Community Services Director Brent Childers recommended approval of Bid #2023-39 for transit management and operational services from RATP Dev USA in the amount of \$97.31 per revenue hour. He also provided some history of the transit service in Bowling Green and said the project was a shared procurement agreement with Western Kentucky University (WKU) for Topper Transit. The transit services would be managed by RATP Dev USA, however the funding would remain separate, and it was said there could be some cost savings for WKU and the City. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 91 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 6

(Second Reading – Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 18 (OCCUPATIONAL LICENSE FEES AND TAXES) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES TO REVISE THE OCCUPATIONAL LICENSE FEES

Title and summary of Ordinance No. BG2023 – 6 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Alcott explained the ordinance was a 2-2 tie vote for first reading and with citizens in attendance to make comments about the occupational license fees, he opened the floor for discussion. Jim Johnson and Gary Dillard spoke in support of the recommendation and Tonja and Eric Tuttle spoke in opposition of the proposed ordinance. Additionally, there were emails read from Mike Murphy and Stan England in support of the occupational license fees increase from 1.85% to 2%. Commissioner Hill stated it was a tough decision, however she believed the proposed occupational license fees should be considered to prepare for the City's future growth and needs. She further mentioned the Board of Commissioners unanimously approved over \$31 million in various projects over the last year and pointed out the

management team was frugal with City funds, and approving the recommended fee was in the best interest of the City. Commissioner Parrigin said her decision was based on what was best for the future of the City. The City offers very low costs to the citizens with a high return on the quality of life. She believed the City had been doing more with less for the last 15 years and taking the rate back to what it was would be a minimal ask, which was the reason she would be voting in support of the amendment. Commissioner Bailey commented on how inflation was making an impact on citizens and the harder decision was to do what was best for the citizens which was to vote no for the proposed ordinance. Additionally, Commissioner Beasley-Brown felt she had a responsibility to allow people to recover and not suffer from an occupational license increase, which was the reason she would be voting no. Mayor Alcott concluded by reaffirming his support of the proposed occupational license fees, even though it was a hard decision and everyone’s opinions varied. Once discussion concluded, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin and Alcott
 Voting Nay: Beasley-Brown and Bailey
Ordinance No. BG2023 – 6 was approved by majority vote.

ORDINANCE NO. BG2023 – 7
(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 2023

Title and summary of Ordinance No. BG2023 – 7 was read by the City Clerk. Motion was made by Hill 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: Beasley-Brown, Hill, Parrigin, Bailey and Alcott
 Voting Nay: None
Ordinance No. BG2023 – 7 was approved by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:20 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: May 16, 2023

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson