

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held August 17, 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 August 17, 2021. Mayor Todd Alcott called the meeting to order. An invocation was given by the Pastor of Eastwood Baptist Church Dr. Jeremy Rogers and all present recited the Pledge of Allegiance. Assistant City Clerk Hope Spiller called the roll, and the following members were present: Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Carlos Bailey and Mayor Todd Alcott. Absent: Commissioner Sue Parrigin. There was a quorum of the Board of Commissioners.

AWARDS AND RECOGNITIONS

City Manager Jeffery B. Meisel acknowledged Assistant City Clerk Hope Spiller and her recent completion of her Certified Kentucky Municipal Clerk designation. He also reported the results for the 2020 Census with the City of Bowling Green's population at 72,294, which was a 24.5% increase from 2010 and Warren County's population at 134,554, which was an 18.2% increase from 2010. He further reported the City of Bowling Green is the fastest growing city and Warren County is the second fastest growing county.

CITY MANAGER

City Manager Jeffery B. Meisel requested the addition of a late-filed item to the agenda. Motion was made by Bailey and seconded by Hill to add Municipal Order No. 2021 – 138 to the regular agenda. Mayor Alcott called for roll call vote.

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

Motion to add Municipal Order No. 2021 – 138 to the agenda was approved by unanimous vote.

APPROVAL OF MINUTES

Minutes of Regular and Special Meetings August 3, 2021.

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

Motion to approve the minutes of the regular and special meetings of August 3, 2021 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2021 – 134

**MUNICIPAL ORDER APPROVING THE PROMOTION OF MEGHAN
VANMETER TO THE POSITION OF PROCUREMENT MANAGER IN
THE FINANCE DEPARTMENT**

Summary of Municipal Order No. 2021 – 134 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reviewed and recommended the promotion of Meghan VanMeter to Procurement Manager in the Finance Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 134 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 135

MUNICIPAL ORDER AUTHORIZING AND APPROVING A CONTRACT EXTENSION FOR DEMOLITION AND SINKHOLE REPAIR SERVICES RELATED TO BID #2020-10 FROM SCOTT & RITTER, INC. OF BOWLING GREEN, KENTUCKY IN THE TOTAL AMOUNT NOT TO EXCEED \$130,000

Summary of Municipal Order No. 2021 – 135 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended the contract extension for demolition and sinkhole repair services. After a question from Mayor Alcott, Neighborhood and Community Services Director Brent Childers confirmed this bid allows the City to quickly repair any sinkholes or any necessary demolition when the need arises. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 135 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 136

MUNICIPAL ORDER APPROVING ACTIONS OF THE CITY MANAGER AND ACCEPTING AN EMERGENCY PURCHASE FOR POLICE VEHICLES FROM DON FRANKLIN CHRYSLER DODGE LOCATED IN SOMERSET, KENTUCKY IN AN AMOUNT NOT TO EXCEED \$390,000

Summary of Municipal Order No. 2021 – 136 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended the emergency purchase of Police vehicles due to supply and production issues. In response to a few questions, it was confirmed there were no vehicles available from local vendors for the emergency purchase and the twelve (12) vehicles currently ordered through Fiscal Year 2021 funds would remain on order. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 136 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 137

MUNICIPAL ORDER AUTHORIZING A SUBRECIPIENT AGREEMENT BETWEEN THE CITY OF BOWLING GREEN AND BOWLING GREEN HUMAN RIGHTS COMMISSION FOR YEAR 18 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDING IN THE AMOUNT OF \$35,000

Summary of Municipal Order No. 2021 – 137 was read by the Assistant City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended the agreement with the Human Rights Commission for Year 18 CDBG funding. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 137 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 33
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 5.5412 ACRES FROM AG (AGRICULTURE) TO GB (GENERAL BUSINESS) LOCATED AT 5463 RUSSELLVILLE ROAD, PRESENTLY OWNED BY 31W HOLDINGS, LLC

Title and summary of Ordinance No. BG2021 – 33 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Bailey for the first and non-binding reading of said Ordinance. Meisel stated this was a unanimous recommendation from the City-County Planning Commission. Commissioner Beasley-Brown asked for clarification on focal point areas and City-County Planning Commission Executive Director Ben Peterson stated the Walnut Valley Focal Point Plan provides additional criteria, such as increased open space to be considered in addition to the general development plans. Beasley-Brown further stated she was concerned the developers were not adhering to the guidelines in regard to the Greenbelt Master Plan and incorporating greenway links within the City so this recommendation would be difficult to support. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 33 included a tie vote.

ORDINANCE NO. BG2021 – 34
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 1.84 ACRES FROM HB (HIGHWAY BUSINESS) TO LI (LIGHT INDUSTRIAL) LOCATED AT 530 CORVETTE DRIVE, PRESENTLY OWNED BY CAVE MILL STATION, LLC

Title and summary of Ordinance No. BG2021 – 34 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Bailey for the first and non-binding reading of said Ordinance. Meisel stated this was a unanimous decision from the City-County Planning Commission. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 34 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 35
(First Reading – Non-Binding)
ORDINANCE ANNEXING PROPERTY BY CONSENT

ORDINANCE ANNEXING 22.88 ACRES OF PROPERTY LOCATED AT 2464 CUMBERLAND TRACE ROAD, WITH PROPERTY PRESENTLY OWNED BY WARREN COUNTY BOARD OF EDUCATION, AND 94.49 ACRES OF RIGHT-OF-WAY OF INTERSTATE 65 AND CUMBERLAND TRACE ROAD, PRESENTLY OWNED BY THE COMMONWEALTH OF KENTUCKY TRANSPORTATION CABINET, FOR A TOTAL OF 117.37 ACRES, WITH SAID TERRITORY BEING CONTIGUOUS TO EXISTING CITY LIMITS

Title and summary of Ordinance No. BG2021 – 35 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Beasley-Brown for the first and non-binding reading of said Ordinance. Meisel stated this was the location of the new Cumberland Trace Elementary and recommended approval of the annexation. After a question about the neighborhood located near the new school and maintenance of roads, Neighborhood and Community Services Director Brent Childers confirmed the neighborhood would not be included in the annexation and the road would still be maintained by the State. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 35 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 36
(First Reading – Non-Binding)
ORDINANCE RELATING TO PROPERTY TAX RATES

ORDINANCE SETTING 2021 PROPERTY TAX RATES, FRANCHISE TAX RATES AND IMPROVEMENT ASSESSMENT RATES, AND SETTING FORTH GUIDELINES FOR PAYMENT, PENALTY AND INTEREST

Title and summary of Ordinance No. BG2021 – 36 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Beasley-Brown for the first and non-binding reading of said Ordinance. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward conducted an overview of the 2021 Property Tax Rate presentation. She reported total real estate property was now \$6,106,981 with a growth rate of 5.7% with existing property growth at 3.2% and new property growth at 2.5%. She stated since the value was now over \$6 million, the City is required to pay the Property Value Administrator \$100,000 for the annual assessment which was included in the Fiscal Year 2022 budget.

There was review of the tax rate calculation and how citizens could apply for the Homestead Exemption. Ms. Schaller-Ward recommended the 2021 property tax rate remain the same as 2020 at \$0.205 per \$100 assessed value. She further stated since the rate was set between the compensating rate and a rate with a 4% increase, a public hearing is required and scheduled to be held virtually on August 26, 2021 at 4:00 p.m. There was some history given of the new, existing and total growth rates of real property values, as well as some comparisons of the average Kentucky tax rates. She reported property tax bills are scheduled to be mailed out in early October and payment would be due December 31, 2021 with a 10% penalty to be applied after January 1, 2022. Commissioners Hill and Beasley-Brown thanked the Finance Department for their work and comments were made about how property tax revenue helps maintain strong levels of service in regard to Police and Fire. It was also reiterated the City does not set school district rates but assists Bowling Green Independent Schools with collection of taxes. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 36 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 30

(Second Reading – Binding)

ORDINANCE RELATING TO CLASSIFICATION/PAY SCHEDULE

ORDINANCE AMENDING THE CLASSIFICATION/PAY SCHEDULE
“D” FOR DEPARTMENT HEAD / MANAGEMENT OF THE CITY OF
BOWLING GREEN FOR FISCAL YEAR 2022

Title and summary of Ordinance No. BG2021 – 30 was read by the Assistant City Clerk. Motion was made by Hill 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: Beasley-Brown, Hill, Bailey and Alcott
Voting Nay: None

Ordinance No. BG2021 – 30 was adopted by unanimous vote.

ORDINANCE NO. BG2021 – 31

(Second Reading – Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION) OF
THE CITY OF BOWLING GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2021 – 31 was read by the Assistant City Clerk. Motion was made by Hill 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: Beasley-Brown, Hill, Bailey and Alcott
Voting Nay: None

Ordinance No. BG2021 – 31 was adopted by unanimous vote.

ORDINANCE NO. BG2021 – 32

(Second Reading – Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.21 ACRE FROM RM-4 (MULTI-FAMILY RESIDENTIAL) TO CB (CENTRAL BUSINESS) LOCATED AT 719 CHESTNUT STREET, PRESENTLY OWNED BY CHESTNUT GROUP PROPERTIES, LLC

Title and summary of Ordinance No. BG2021 – 32 was read by the Assistant City Clerk. Motion was made by Beasley-Brown and seconded by Hill 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, Bailey and Alcott
Voting Nay: None

Ordinance No. BG2021 – 32 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 138

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A THIRD CORONAVIRUS RELIEF FUND ALLOCATION FOR REIMBURSEMENT OF INCURRED EXPENSES IN CORONAVIRUS RELIEF FUNDS WITH THE DEPARTMENT FOR LOCAL GOVERNMENT, AND AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY THE DEPARTMENT FOR LOCAL GOVERNMENT TO REIMBURSE THE CITY OF BOWLING GREEN, AND FURTHER AUTHORIZING THE MAYOR TO ACT AS THE AUTHORIZED CORRESPONDENT FOR REIMBURSEMENT

Summary of Municipal Order No. 2021 – 138 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended the acceptance of a third coronavirus relief fund allocation. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 138 was approved by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:45 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: September 7, 2021

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by Assistant City Clerk Hope Spiller