

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held January 7, 2025**

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 7, 2025. Mayor Todd Alcott called the meeting to order. Commissioner Sue Parrigin provided the invocation and all present recited the Pledge of Allegiance. Assistant City Clerk Hope Spiller called the roll, and the following members were present: Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Sue Parrigin and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS AND RECOGNITIONS

The Bowling Green High School football team was recognized as the KHSAA 5A state football champions.

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.

A closed session was requested 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 Hill and seconded by Bailey 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: Bailey, Beasley-Brown, Hill, Parrigin 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 December 17, 2024.

Minutes of the above-referenced meeting were distributed to the Board of Commissioners with the Agenda for review. Motion was made by Hill and seconded by Parrigin to approve said minutes. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Motion to approve the minutes of the regular meeting of December 17, 2024 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2025 – 1

**MUNICIPAL ORDER ELECTING DANA BEASLEY-BROWN AS
MAYOR PRO TEM**

Summary of Municipal Order No. 2025 – 1 was read by the Assistant City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Voting Nay: None

Municipal Order No. 2025 – 1 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 2

MUNICIPAL ORDER APPROVING THE PROMOTION OF THOMAS BUGSCH TO THE POSITION OF POLICE SERGEANT IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 2 was read by the Assistant City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Police Chief Michael Delaney reviewed and recommended the promotion of Thomas Bugsch to Police Sergeant in the Police Department. Commissioner Dana Beasley-Brown recused herself from any action related to the promotion due to a family relationship with Mr. Bugsch. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Hill, Parrigin and Alcott

Voting Nay: None

Municipal Order No. 2025 – 2 was approved by unanimous vote of those present. Following the vote, Commissioner Beasley-Brown returned to the room.

MUNICIPAL ORDER NO. 2025 – 3

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF EVAN WEBSTER TO THE POSITION OF POLICE CADET II IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 3 was read by the Assistant City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources and Risk Management Director Erin Hulsey reviewed and recommended the appointment of Evan Webster to Police Cadet II in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Voting Nay: None

Municipal Order No. 2025 – 3 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 4

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF KAYLA WINGFIELD TO THE POSITION OF COMMUNICATIONS DISPATCHER I IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 4 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources and Risk Management Director Erin Hulsey reviewed and recommended the appointment of Kayla

Wingfield to Communications Dispatcher I in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 4 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 5

MUNICIPAL ORDER APPROVING THE PROBATIONARY
APPOINTMENT OF ZACHARY HALDER TO THE POSITION OF
GOLF PROFESSIONAL IN THE PARKS AND RECREATION
DEPARTMENT

Summary of Municipal Order No. 2025 – 5 was read by the Assistant City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Human Resources Manager Tiara Britt reviewed and recommended the appointment of Zachary Halder to Golf Professional 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: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None

Municipal Order No. 2025 – 5 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 6

MUNICIPAL ORDER APPROVING REVISIONS TO THE RISK
MANAGEMENT MANUAL FOR THE CITY OF BOWLING GREEN,
KENTUCKY

Summary of Municipal Order No. 2025 – 6 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 approval of the revisions to the Risk Management Manual. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 6 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 7

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF 2025
GRANT FUNDS FROM THE APPALACHIA HIGH INTENSITY
DRUG TRAFFICKING AREA (HIDTA) PROGRAM THROUGH THE
OFFICE OF NATIONAL DRUG CONTROL POLICY IN THE
AMOUNT OF \$57,000

Summary of Municipal Order No. 2025 – 7 was read by the Assistant City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended acceptance of 2025 grant funds from the Appalachia High Intensity Drug Trafficking Area (HIDTA) Program through the Office of National Drug Control Policy in the amount of \$57,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None
Municipal Order No. 2025 – 7 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 8

MUNICIPAL ORDER APPROVING CONSTRUCTION AND
ACCEPTING MAINTENANCE OF GREYSTONE SUBDIVISION
SECTION 18

Summary of Municipal Order No. 2025 – 8 was read by the Assistant City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval and acceptance of construction and maintenance of 1,365 linear feet of roadway and associated sidewalk and storm sewer in the Greystone Subdivision Section 18. It was said the specifications met all standards by the City-County Planning Commission and City Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None
Municipal Order No. 2025 – 8 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 9

MUNICIPAL ORDER APPROVING THE PURCHASE AND
INSTALLATION OF LED SCOREBOARDS FOR LAMPKIN PARK
AND HOBSON GROVE PARK IN THE AMOUNT OF \$66,960.53
WITH NEVCO SPORTS, LLC THROUGH SOURCEWELL
COOPERATIVE PURCHASING CONTRACT

Summary of Municipal Order No. 2025 – 9 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended the purchase and installation of LED scoreboards for Lampkin Park and Hobson Grove Park in the amount of \$66,960.53 with Nevco Sports, LLC through Sourcewell Cooperative Purchasing Contract. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None
Municipal Order No. 2025 – 9 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 10

MUNICIPAL ORDER APPROVING THE PURCHASE OF
PLAYGROUND REPLACEMENTS FOR PARKER BENNETT PARK
AND RESERVOIR HILL IN THE AMOUNT OF \$707,991.84 WITH
GAMETIME THROUGH OMNIA PARTNERS COOPERATIVE
PURCHASING CONTRACT

Summary of Municipal Order No. 2025 – 10 was read by the Assistant City Clerk. Motion was made by Bailey and seconded by Hill for consideration of said Municipal Order. Meisel recommended the purchase of playground replacements for Parker Bennett Park and Reservoir Hill in the amount of

\$707,991.84 with GameTime through Omnia Partners Cooperative Purchasing Contract. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 10 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 11

MUNICIPAL ORDER APPROVING THE PURCHASE OF FURNITURE FOR THE PUBLIC SAFETY TRAINING CENTER AND FIRE STATION #5 IN THE AMOUNT OF \$251,595.47 WITH OFFICE RESOURCES, INC. THROUGH OMNIA PARTNERS AND TIPS COOPERATIVE PURCHASING CONTRACT

Summary of Municipal Order No. 2025 – 11 was read by the Assistant City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel recommended the purchase of furniture for the Public Safety Training Center and Fire Station #5 in the amount of \$251,595.47 with Office Resources, Inc. through Omnia Partners and TIPS Cooperative Purchasing Contract. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 11 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 12

MUNICIPAL ORDER AUTHORIZING THE CONTINUATION OF AN AGREEMENT AS AMENDED WITH PREMISE HEALTH EMPLOYER SOLUTIONS, LLC, FOR ADMINISTERING EMPLOYEE ON-SITE MEDICAL CLINIC SERVICES AT THE CITY CARE CENTER THROUGH CALENDAR YEAR 2026

Summary of Municipal Order No. 2025 – 12 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended the continuation of an agreement as amended with Premise Health Employer Solutions, LLC for administering employee on-site medical clinic services at the City Care Center through Calendar Year 2026. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 12 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 13

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF COMMISSIONER CARLOS BAILEY TO THE BOWLING GREEN MUNICIPAL UTILITIES BOARD

Summary of Municipal Order No. 2025 – 13 was read by the Assistant City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Mayor

Alcott recommended the appointment of Commissioner Carlos Bailey to the Bowling Green Municipal Utilities Board. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 13 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 14

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
COMMISSIONER DANA BEASLEY-BROWN TO THE JOB
DEVELOPMENT INCENTIVE PROGRAM COMMITTEE AND
HOUSING AUTHORITY OF BOWLING GREEN

Summary of Municipal Order No. 2025 – 14 was read by the Assistant City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Commissioner Beasley-Brown to the Job Development Incentive Program Committee and Housing Authority of Bowling Green. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 14 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 15

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
COMMISSIONER MELINDA HILL TO THE JOB DEVELOPMENT
INCENTIVE PROGRAM COMMITTEE AND WARREN COUNTY
DOWNTOWN ECONOMIC DEVELOPMENT AUTHORITY, INC.

Summary of Municipal Order No. 2025 – 15 was read by the Assistant City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Commissioner Hill to the Job Development Incentive Program Committee and Warren County Downtown Economic Development Authority, Inc. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 15 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 16

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
COMMISSIONER SUE PARRIGIN TO THE BOWLING GREEN
AUDIT COMMITTEE

Summary of Municipal Order No. 2025 – 16 was read by the Assistant City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Commissioner Parrigin to the Bowling Green Audit Committee. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None
Municipal Order No. 2025 – 16 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 17

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
MAYOR TODD ALCOTT TO THE BARREN RIVER DISTRICT
HEALTH BOARD, BOWLING GREEN-WARREN COUNTY DRUG
TASK FORCE AND BOWLING GREEN-WARREN COUNTY LOCAL
EMERGENCY PLANNING COMMITTEE

Summary of Municipal Order No. 2025 – 17 was read by the Assistant City Clerk. Motion was made by Bailey and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Alcott recommended serving on the Barren River District Health Board, Bowling Green-Warren County Drug Task Force and Bowling Green-Warren County Local Emergency Planning Committee. With no additional discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None
Municipal Order No. 2025 – 17 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 18

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
JENEAN HAMPTON TO THE CITY OF BOWLING GREEN BOARD
OF ETHICS

Summary of Municipal Order No. 2025 – 18 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Jenean Hampton to the City of Bowling Green Board of Ethics. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Bailey, Beasley-Brown, Hill, Parrigin and Alcott
 Voting Nay: None
Municipal Order No. 2025 – 18 was approved by unanimous vote.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 5:25 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 5:40 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: January 21, 2025

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by Assistant City Clerk Hope Spiller