

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held July 6, 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 July 6, 2021. Mayor Pro Tem Sue Parrigin called the meeting to order. Remarks were made by Pastor Darren Bush and the invocation was given by Minister Shawn Sattazahn, and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown, Commissioner Melinda Hill and Mayor Pro Tem/Commissioner Sue Parrigin. Absent: Mayor Todd Alcott. There was a quorum of the Board of Commissioners.

Mayor Pro Tem Sue Parrigin reminded citizens following the 4<sup>th</sup> of July holiday, the discharge of fireworks was no longer allowed in the City per the City Code of Ordinances.

**PUBLIC HEARING**

City Engineer Melissa Cansler conducted a public hearing for the purpose of reviewing the proposed Fiscal Year 2022 expenditure recommendations for the Municipal Aid Program (Liquid Fuel Tax) funds and Coal Mineral Severance Tax funds. She reported the Fiscal Year 2022 Liquid Fuel Tax (LFT) projected revenues were \$1,837,150. She reviewed the projects proposed for street resurfacing (overlay), including any necessary repairs and handicap ramp upgrades of approximately 18 miles, in the total amount of \$1,500,000. It was also proposed to have sidewalk, curb and gutter rehabilitation in the amount of \$100,000, as well as intersection spot improvements in the amount of \$250,000, and Highland Way/Emmett Avenue realignment in the amount of \$100,000. The municipal aid expenditures were projected to be \$1,950,000, with a projected ending balance of \$970,150. Ms. Cansler added the Fiscal Year 2022 Coal-Mineral Severance Tax projected revenues were \$31,000, while expenditures were at \$30,000, with a projected ending balance of \$164,000. With no comments or questions from the public, the public hearing was closed.

**APPROVAL OF MINUTES**

Minutes of Regular Meeting June 15, 2021.

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 Bailey to approve said minutes. Mayor Pro Tem Parrigin asked for discussion, and with none, a roll call vote was taken.

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

Motion to approve the minutes of the regular meeting of June 15, 2021 was approved by unanimous vote.

**REGULAR AGENDA**

Mayor Pro Tem Parrigin requested item number 1, Municipal Order No. 2021 – 107 be moved to the end of the agenda, and there were no objections.

MUNICIPAL ORDER NO. 2021 – 108

MUNICIPAL ORDER APPROVING THE PROMOTION OF  
CORTNEY BOURLAND TO THE POSITION OF OFFICE  
ASSOCIATE II IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2021 – 108 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Human Resources Director Erin Hulse reviewed and recommended the career path promotion of Cortney Bourland to Office Associate II. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 108 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 109

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENTS OF ANDREW KILBOURNE AND LARRY ZUNIGA  
TO THE POSITION OF POLICE OFFICER IN THE POLICE  
DEPARTMENT

Summary of Municipal Order No. 2021 – 109 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources Director Erin Hulse reviewed and recommended the appointments of Andrew Kilbourne and Larry Zuniga to Police Officer, both of which are certified officers and rehires for the Bowling Green Police Department. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 109 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 110

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF KRISTOPHER KEENAN TO THE POSITION OF  
OPERATIONS TECHNICIAN I IN THE PUBLIC WORKS  
DEPARTMENT

Summary of Municipal Order No. 2021 – 110 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Director Erin Hulse reviewed and recommended the appointment of Kristopher Keenan to Operations Technician I in the Public Works Operations Division. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 110 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 111

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

Summary of Municipal Order No. 2021 – 111 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointment of Craig Austin to Trades Worker/Electrician in the Parks and Recreation Department. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 111 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 112

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-28 FOR LOVERS LANE SOCCER COMPLEX PARKING LOT OVERLAY PROJECT FROM CHARLES DEWEESE CONSTRUCTION, INC. OF FRANKLIN, KENTUCKY IN THE AMOUNT OF \$150,760

Summary of Municipal Order No. 2021 – 112 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. City Manager Jeff Meisel reviewed and recommended the bid award for the Lovers Lane Soccer Complex parking lot overlay project, as well as the next agenda item, Municipal Order No. 2021 – 113, which also related to CrossWinds Pro Shop parking lot overlay project awarded to the same vendor, Charles DeWeese Construction, Inc. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 112 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 113

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-29 FOR CROSSWINDS PRO SHOP PARKING LOT OVERLAY PROJECT FROM CHARLES DEWEESE CONSTRUCTION, INC. OF FRANKLIN, KENTUCKY IN THE AMOUNT OF \$57,710

Summary of Municipal Order No. 2021 – 113 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 113 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 114

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-15 FOR NORTH SUNRISE DRIVE AND KENTON STREET DRAINAGE IMPROVEMENTS FROM SCOTT & RITTER, INC. OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$130,939

Summary of Municipal Order No. 2021 – 114 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel recommended the bid award for North Sunrise Drive and Kenton Street drainage improvements from Scott & Ritter, Inc. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 114 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 115

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING NEGOTIATIONS AFTER SEALED BIDDING FOR BID #2021-16 FOR JOHNSON DRIVE AND DENNIS WAY SIDEWALK CONSTRUCTION FROM SCOTT & MURPHY, INC. OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$524,343.75

Summary of Municipal Order No. 2021 – 115 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended the bid award for Johnson Drive and Dennis Way sidewalk construction. He explained the original bid was over budget and the City negotiated after sealed bid and was able to decrease the total amount. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 115 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 116

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-36 FOR CLEARLANE ENHANCED DEICER FROM CARGILL, INC. OF NORTH OLMSTED, OHIO IN THE AMOUNT OF \$94,470

Summary of Municipal Order No. 2021 – 116 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended the bid award to purchase Clearlane Enhanced Deicer from Cargill, Inc., and said the contract was valid until July 1, 2022. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 116 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 117

MUNICIPAL ORDER AUTHORIZING THE APPOINTMENTS AND DESIGNATIONS OF AGENTS FOR THE CITY OF BOWLING GREEN UNDER PUBLIC LAW 93-288 IN THE EVENT OF DISASTER

Summary of Municipal Order No. 2021 – 117 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel stated there was a need to update the appointments and designees for the City in an event of a disaster, and in order to receive any Federal funding, such as Federal Emergency Management Agency (FEMA), he recommended the appointments of the City Manager, Assistant City Manager/Chief Financial Officer, and Safety and Risk Manager as the designees. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 117 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 118

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES THROUGH THE KENTUCKY LOCAL RECORDS PROGRAM IN THE AMOUNT OF \$1,518

Summary of Municipal Order No. 2021 – 118 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval to accept grant funds for the digitization project through the Kentucky Department for Libraries and Archives. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 118 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 119

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION AND ACCEPTANCE OF GRANT FUNDS FROM THE U. S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE, OFFICE OF JUSTICE PROGRAMS FOR FISCAL YEAR 2021 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FUNDS IN THE AMOUNT OF \$32,457

Summary of Municipal Order No. 2021 – 119 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval to submit and accept grant funds for the Fiscal Year 2021 Edward Byrne Memorial Justice Assistance Grant (JAG). Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Bailey, Beasley-Brown, Hill and Parrigin  
                          Voting Nay: None  
Municipal Order No. 2021 – 119 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 120

MUNICIPAL ORDER AUTHORIZING THE INTER-MODAL TRANSPORTATION AUTHORITY, INC. TO GRANT THE WARREN COUNTY WATER DISTRICT A PERMANENT SEWER EASEMENT IN THE KENTUCKY TRANSPARK

Summary of Municipal Order No. 2021 – 120 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended authorizing approval to the Inter-Modal Transportation Authority, Inc. to grant the Warren County Water District (WCWD) a permanent sewer easement at the Kentucky Transpark. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Bailey, Beasley-Brown, Hill and Parrigin  
                          Voting Nay: None  
Municipal Order No. 2021 – 120 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 121

MUNICIPAL ORDER AUTHORIZING THE CITY OF BOWLING GREEN TO PURCHASE PROPERTY LOCATED AT 630 OAKLAWN WAY

Summary of Municipal Order No. 2021 – 121 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel remarked about the recent rain event in February which caused major flooding in the City, and a residential property at 630 Oaklawn Way suffered damages. In addition, based on the City's Stormwater Mitigation Program, the City now recommends purchasing the property on Oaklawn Way to improve stormwater and drainage, therefore reducing any future damage to residences and businesses. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Bailey, Beasley-Brown, Hill and Parrigin  
                          Voting Nay: None  
Municipal Order No. 2021 – 121 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 122

MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT AGREEMENT WITH FRUEHAUF INC

Summary of Municipal Order No. 2021 – 122 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. At the City Manager's request, Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reviewed the incentive agreement which was estimated to create 288 new jobs with an 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 \$1.2 million over a ten (10) year period. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 122 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 26  
(Second Reading – Binding)  
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.2325 ACRE FROM RM-3 (TOWNHOUSE/MULTI-FAMILY RESIDENTIAL) TO OP-R (OFFICE/PROFESSIONAL-RESIDENTIAL) LOCATED AT 1244 MAGNOLIA STREET, PRESENTLY OWNED BY KEEPING IT, LLC

Title and summary of Ordinance No. BG2021 – 26 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for the second and binding reading of said Ordinance. Mayor Pro Tem Parrigin asked for discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2021 – 26 was adopted by unanimous vote.

ORDINANCE NO. BG2021 – 27  
(Second Reading – Binding)  
ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER FOUR TO THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2021

Title and summary of Ordinance No. BG2021 – 27 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for the second and binding reading of said Ordinance. Mayor Pro Tem Parrigin asked for discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2021 – 27 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 107

MUNICIPAL ORDER APPROVING THE PROMOTION OF BRAD SCHARGORODSKI TO THE POSITION OF CODE ENFORCEMENT MANAGER IN THE NEIGHBORHOOD AND COMMUNITY SERVICES DEPARTMENT

Summary of Municipal Order No. 2021 – 107 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Neighborhood and Community Services Director Brent Childers reviewed the mission and objectives of the Code Enforcement Division and recommended the promotion of Brad Schargorodski to Code Enforcement

Manager. Childers added Mr. Schargorodski has new visions for the division and those include developing a courtesy notice to violators, development of staff, and fulfillment of vacancies and renaming the division to Code Compliance and Animal Protection. The Commissioners agreed to set stronger rules and regulations related to code enforcement to assist staff and neighborhoods. Mayor Pro Tem Parrigin emphasized the need to offer solutions to code problems for neighborhoods and mentioned the importance of the role of Code Enforcement Manager. Mayor Pro Tem Parrigin asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 107 was approved by unanimous vote.

PUBLIC COMMENTS

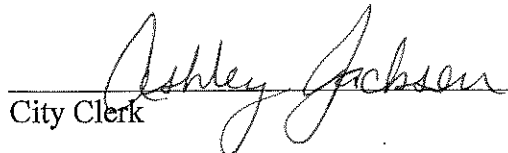
Following the regular agenda, Mayor Pro Tem Parrigin opened the floor for any public comments. Jill Nixon said she opposed using taxpayer’s dollars to fund a City position to assist with homelessness. She hoped the Board of Commissioners would be able to define homeless, the amount of taxpayer’s dollars which would be used for the homeless initiative, and the City’s goals on how to address homelessness, at the upcoming special work session on July 22<sup>nd</sup>. Teresa Steenbergen discussed her safety concerns with a traffic light on 31-W Bypass and Cabell Drive. Eric and Tonja Tuttle spoke in regards to homelessness and suggested the City focus on key components such as affordable housing, defining homeless and determining the actual number of homeless in the City, and further opposes using taxpayer’s money to hire someone to oversee homelessness. Rob Holdsworth suggested utilizing the American Rescue Plan Act (ARPA) funding to assist with homelessness efforts to assist non-profit agencies such as Room in the Inn, to address homelessness. He did not agree with the City hiring a civil servant to address and manage the homeless population.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:05 p.m., Mayor Pro Tem Parrigin declared this meeting adjourned.

ADOPTED: July 20, 2021

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST:   
City Clerk

Minutes prepared by City Clerk Ashley Jackson