

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held June 6, 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 June 6, 2023. Mayor Todd Alcott called the meeting to order and provided the 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, Commissioner Melinda Hill and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeffery B. Meisel announced the Bowling Green Police Department recently celebrated its bicentennial event, and further acknowledged Duncan Hines Days being held June 5-11.

The audience was reminded to sign-up in the back of the Commission Chamber in order to speak during public comments.

APPROVAL OF MINUTES

Regular Meeting May 16, 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: Parrigin, Bailey, Beasley-Brown, Hill and Alcott
 Voting Nay: None

Motion to approve the minutes of the regular meeting of May 16, 2023 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2023 – 101

**MUNICIPAL ORDER APPROVING THE PROBATIONARY
APPOINTMENT OF JOHNNY TEAGUE TO THE POSITION OF
POLICE OFFICER IN THE POLICE DEPARTMENT**

Summary of Municipal Order No. 2023 – 101 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointment of Johnny Teague to Police Officer 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, Hill and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 101 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 102

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF JACOB OWENS TO THE POSITION OF POLICE CADET II IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2023 – 102 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointment of Jacob Owens 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: Parrigin, Bailey, Beasley-Brown, Hill and Alcott
 Voting Nay: None

Municipal Order No. 2023 – 102 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 103

MUNICIPAL ORDER ACCEPTING THE INTER-MODAL TRANSPORTATION AUTHORITY, INC. FISCAL YEAR 2024 OPERATING BUDGET

Summary of Municipal Order No. 2023 – 103 was read by the City Clerk. Motion was made by Hill and seconded Parrigin for consideration of said Municipal Order. Meisel recommended accepting the Inter-Modal Transportation Authority, Inc. Fiscal Year 2024 operating budget. Bowling Green Area Chamber of Commerce Executive Vice President of Operations Meredith Rozanski reviewed the highlights of the budget and provided project and land updates. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 103 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 10
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 5.93 ACRES FROM LI (LIGHT INDUSTRIAL) TO PUD (PLANNED UNIT DEVELOPMENT) LOCATED AT 110, 150 AND 180 CENTER STREET, 0, 112, 134 AND 140 COLLEGE STREET, 0 EAST 2ND AVENUE AND 301 EAST RIVERVIEW DRIVE PRESENTLY OWNED BY BEECH HOLDINGS, LLC

Title and summary of Ordinance No. BG2023 – 10 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for the first and non-binding reading of said Ordinance. Meisel explained the rezoning was a unanimous recommendation from the City-County Planning Commission. Following some discussion about the plans for the Shake Rag Historic District and public outreach, Mayor Alcott asked for a roll call vote.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown, Hill and Alcott
 Voting Nay: None
First Reading of Ordinance No. BG2023 – 10 was approved by a unanimous vote.

ORDINANCE NO. BG2023 – 11
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 6.38 ACRES FROM AG (AGRICULTURE) AND RM-4 (MULTI-FAMILY RESIDENTIAL) TO PUD (PLANNED UNIT DEVELOPMENT) LOCATED AT 1965 KY HIGHWAY 185 PRESENTLY OWNED BY BEECH HOLDINGS, LLC

Title and summary of Ordinance No. BG2023 – 11 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for the first and non-binding reading of said Ordinance. Meisel explained the rezoning was a unanimous recommendation from the City-County Planning Commission. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown, Hill and Alcott
 Voting Nay: None
First Reading of Ordinance No. BG2023 – 11 was approved by a unanimous vote.

MUNICIPAL ORDER NO. 2023 – 104

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION THROUGH THE KENTUCKY FIRE COMMISSION TRAINING FACILITY GRANT PROGRAM IN AN AMOUNT UP TO \$336,391 FOR THE PURCHASE OF A LIVE-FIRE TRAINING UNIT FOR THE FIRE DEPARTMENT

Summary of Municipal Order No. 2023 – 104 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 the submission of an application through the Kentucky Fire Commission Training Facility Grant Program for the purchase of a live-fire training unit for the Fire Department in an amount up to \$336,391. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Parrigin, Bailey, Beasley-Brown, Hill and Alcott
 Voting Nay: None
Municipal Order No. 2023 – 104 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 105

MUNICIPAL ORDER AUTHORIZING THE HOUSING AUTHORITY OF BOWLING GREEN TO RETAIN THE CITY'S PORTION OF THE PAYMENT IN LIEU OF TAXES (PILOT) FOR THE 2022 TAX YEAR IN THE TOTAL AMOUNT OF \$27,475.25

Summary of Municipal Order No. 2023 – 105 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 the approval of the Housing Authority PILOT for the 2022 tax year in the amount of

(Minutes-Board of Commissioners-June 6, 2023)

\$27,475.25, and the funds would be used for the after-school program. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 105 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 106

MUNICIPAL ORDER AUTHORIZING THE CONTINUATION OF A CONTRACT FOR CLEARLANE ENHANCED DEICER WITH CARGILL, INC. OF NORTH OLMSTED, OHIO IN THE AMOUNT OF \$139.52 PER TON

Summary of Municipal Order No. 2023 – 106 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended continuation of a one (1) year contract with Cargill, Inc. for Clearlane Enhanced Deicer in the amount of \$139.52 per ton. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 106 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 107

MUNICIPAL ORDER AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH BRANDSTETTER CARROLL INC. OF LEXINGTON, KENTUCKY FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR FIRE STATION #5 AND TRAINING CENTER IN THE AMOUNT OF \$180,000, FOR A TOTAL PROJECT COST OF \$720,000

Summary of Municipal Order No. 2023 – 107 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 a change order with Brandstetter Carroll Inc. for architectural and engineering services for Fire Station #5 and training center in the amount of \$180,000. The change order was necessary due to various amendments to the plans and to ensure the structure was tornado safe. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 107 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 108

MUNICIPAL ORDER AUTHORIZING THE CONTINUATION OF A CONTRACT FOR CONCRETE WITH GARROTT BROTHERS CONTINUOUS MIX, INC. OF BOWLING GREEN, KENTUCKY BASED ON UNIT PRICES

Summary of Municipal Order No. 2023 – 108 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 to continue a contract for concrete with Garrott Brothers Continuous Mix, Inc. based on unit prices. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 108 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 109

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2023-22 FOR COLLEGE STREET PEDESTRIAN BRIDGE REHABILITATION FROM INTECH CONTRACTING, LLC OF LEXINGTON, KENTUCKY IN THE AMOUNT OF \$2,281,261

Summary of Municipal Order No. 2023 – 109 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 of Bid #2023-22 for College Street pedestrian bridge rehabilitation from Intech Contracting, LLC in the amount of \$2,281,261. He added \$1,600,000 was awarded to the City from a Transportation Alternatives Program (TAP) Grant and would be utilized for the project. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 109 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 12

(First Reading – Non-Binding)

ORDINANCE ADOPTING ANNUAL CITY BUDGET

ORDINANCE ADOPTING THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL OPERATING BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, BY ESTIMATING REVENUES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT

Title and summary of Ordinance No. BG2023 – 12 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for the first and non-binding reading of said Ordinance. Meisel reviewed and recommended approval of the Annual Operating Budget for Fiscal Year 2024. Following staff accolades for the preparation and completion of the presentation and budget materials to the Board of Commissioners and citizens, Mayor Alcott asked for a roll call vote.

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

First Reading of Ordinance No. BG2023 – 12 was approved by a unanimous vote.

ORDINANCE NO. BG2023 – 13

(First Reading – Non-Binding)

ORDINANCE RELATING TO CLASSIFICATION/PAY SCHEDULES

ORDINANCE AMENDING THE CLASSIFICATION/PAY SCHEDULES "G" FOR GENERAL CLASSIFIED, "D" FOR

DEPARTMENT HEAD / MANAGEMENT AND “U” FOR UNCLASSIFIED PART-TIME EMPLOYEES, AND AUTHORIZING PAY INCREASES FOR FISCAL YEAR 2024

Title and summary of Ordinance No. BG2023 – 13 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for the first and non-binding reading of said Ordinance. Human Resources Director Erin Hulsey reviewed and recommended approval of the amended Classification Pay Schedules for General Classified full-time employees, Department Head/Management and Unclassified part-time employees. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2023 – 13 was approved by a unanimous vote.

MUNICIPAL ORDER NO. 2023 – 110

MUNICIPAL ORDER AUTHORIZING AND APPROVING COVERAGE BY COMPANION LIFE FOR EMPLOYEE HEALTH CARE SPECIFIC STOP-LOSS INSURANCE COVERAGE FOR FISCAL YEAR 2024

Summary of Municipal Order No. 2023 – 110 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of employee health care specific stop-loss insurance coverage for Fiscal Year 2024 with Companion Life, which included a \$95,000 decrease in costs compared to the previous year. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 110 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 111

MUNICIPAL ORDER APPROVING AMENDMENTS TO THE ADMINISTRATIVE PERSONNEL POLICY AND PROCEDURES MANUAL FOR THE ADDITION OF APPENDIX B RELATED TO THE BOWLING GREEN POLICE DEPARTMENT RETIRED OFFICER PROGRAM

Summary of Municipal Order No. 2023 – 111 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 Hulsey reviewed and requested approval of the amended Administrative Personnel Policy and Procedures Manual to add Appendix B related to the hiring of retired Bowling Green Police Officers. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 111 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 112

MUNICIPAL ORDER APPROVING THE CITY OF BOWLING GREEN PEER SUPPORT TEAM PROGRAM POLICY FOR THE POLICE AND FIRE DEPARTMENTS

Summary of Municipal Order No. 2023 – 112 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Human Resources Director Erin Hulsey stated a peer support program had been discussed for many years, and following state and local legislative support to create and protect such a program, it was recommended to approve the Peer Support Team Program Policy for the City Police and Fire Departments. She further confirmed the program was proven to be successful and there had been approximately 189 hours of logged peer support time. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 112 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 113

MUNICIPAL ORDER AUTHORIZING AND APPROVING AMENDMENTS TO VERSION 12 OF THE 2023 EDITION OF THE BOWLING GREEN POLICE POLICY AND PROCEDURES MANUAL

Summary of Municipal Order No. 2023 – 113 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. At the request of the City Manager, Deputy Police Chief Penny Bowles reviewed and recommended amendments to Version 12 of the 2023 Edition of the Bowling Green Police Policy and Procedures Manual. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 113 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 114

MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE A LEASE AGREEMENT WITH THE DOWNTOWN REDEVELOPMENT AUTHORITY, INC. TO LEASE CIRCUS SQUARE PARK FOR CONCERTS IN THE PARK

Summary of Municipal Order No. 2023 – 114 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval of the annual lease agreement with the Downtown Redevelopment Authority, Inc. (RDA) to lease Circus Square Park for Concerts in the Park. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2023 – 114 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 115

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF
ADAM SHOURDS TO THE HOUSING AUTHORITY OF BOWLING
GREEN

Summary of Municipal Order No. 2023 – 115 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Mayor Alcott recommended the reappointment of Adam Shourds to the Housing Authority of Bowling Green. With no further discussion, a roll call vote was taken.

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

Municipal Order No. 2023 – 115 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 116

MUNICIPAL ORDER APPROVING THE APPOINTMENTS OF
SHARON BRAWNER AND CONNOR RAYMER TO THE BOWLING
GREEN AREA CONVENTION AND VISITORS BUREAU

Summary of Municipal Order No. 2023 – 116 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 appointments of Sharon Brawner and Connor Raymer to the Bowling Green Area Convention and Visitors Bureau. With no further discussion, a roll call vote was taken.

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

Municipal Order No. 2023 – 116 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2023 – 117

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF
COURTLANN ATKINSON TO THE CITY-COUNTY BOARD OF
ADJUSTMENTS

Summary of Municipal Order No. 2023 – 117 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the reappointment of Courtlann Atkinson to the City-County Board of Adjustments. With no further discussion, a roll call vote was taken.

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

Municipal Order No. 2023 – 117 was approved by unanimous vote.

ORDINANCE NO. BG2023 – 9

(Second Reading – Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 5.8834
ACRES FROM AG (AGRICULTURE), RM-4 (MULTI-FAMILY
RESIDENTIAL) AND HB (HIGHWAY BUSINESS) TO RM-3

(TOWNHOUSE/MULTI-FAMILY RESIDENTIAL) LOCATED AT 0,
721 AND 741 PLANO ROAD PRESENTLY OWNED BY STAN DARR
AND BRIAN MARR

Title and summary of Ordinance No. BG2023 – 9 was read by the City Clerk. Motion was made by Parrigin 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: Parrigin, Bailey, Beasley-Brown, Hill and Alcott
 Voting Nay: None

Ordinance No. BG2023 – 9 was adopted by a unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:00 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: June 20, 2023

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson