

**MINUTES of SPECIAL MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held January 5, 2021**

The Board of Commissioners of the City of Bowling Green, Kentucky met in special session in the Commission Chamber of City Hall, Bowling Green, Kentucky and via Lifesize video teleconference due to the Coronavirus (COVID-19) pandemic at 4:30 p.m. on January 5, 2021. Mayor Todd Alcott called the meeting to order. He made welcoming remarks and wished all a Happy New Year, as well as thanked the City Manager and his team for taking the City through a difficult year. He further read a quote inspired by Benjamin Franklin "May you be at war with all your vices, may you be at peace with all your friends and may the New Year find you to be a better person." An invocation was given by Next Level Church Pastor Samuel Hunter 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 (via video teleconference), Commissioner Melinda Hill, Commissioner Sue Parrigin and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

**CITY MANAGER COMMENTS**

City Manager Jeff Meisel indicated he had been in contact with Warren County Emergency Management Director Ronnie Pearson and they were working hard to get the COVID vaccine in and available to the community.

Meisel further extended appreciation to Brad Stinson and Alex Cook of the Information Technology Department, as well as Ashley Jackson, Kim Lancaster and Hope Spiller of the City Manager Department, for all the work to accommodate the hybrid Board of Commissioners meeting schedule to allow participation via in-person and virtual.

In addition, Meisel congratulated the Bowling Green High School football team as the 2020 5A State Champions.

**APPROVAL OF MINUTES**

Minutes of Special Meetings December 15, 2020 and December 17, 2020.

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 Parrigin to approve said minutes as written. 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 special meetings of December 15, 2020 and December 17, 2020 were approved by unanimous vote.

SPECIAL AGENDA

MUNICIPAL ORDER NO. 2021 - 1

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF THERESA HENDRICK OF THE HUMAN RESOURCES DEPARTMENT, PAM HURT OF THE PUBLIC WORKS DEPARTMENT, KAREN PEERCE OF THE PARKS AND RECREATION DEPARTMENT AND BUFFY WATT OF THE FIRE DEPARTMENT TO THE POSITION OF OFFICE ASSOCIATE II

Summary of Municipal Order No. 2021 - 1 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. At the request of the City Manager, Human Resources Director Erin Hulsey reviewed and recommended the promotions of Theresa Hendrick, Pam Hurt, Karen Peerce and Buffy Watt to Office Associate II. 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. 2021 - 1 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 - 2

MUNICIPAL ORDER APPROVING THE CAREER PATH ADVANCEMENT OF RICKY PARKER TO THE POSITION OF OPERATIONS TECHNICIAN I IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2021 - 2 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the promotion of Ricky Parker to Operations Technician I. 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. 2021 - 2 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 - 3

MUNICIPAL ORDER APPROVING THE PROMOTION OF SCOTT HUNT TO THE POSITION OF CHIEF BUILDING INSPECTOR IN THE NEIGHBORHOOD AND COMMUNITY SERVICES DEPARTMENT

Summary of Municipal Order No. 2021 - 3 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 reviewed and recommended the promotion of Scott Hunt to Chief Building Inspector. 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. 2021 – 3 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2021 – 4**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF REINA JOHNSON TO THE POSITION OF BROADCAST SPECIALIST IN THE OFFICE OF CITY MANAGER**

Summary of Municipal Order No. 2021 – 4 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 reviewed and recommended the appointment of Reina Johnson to Broadcast Specialist. 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. 2021 – 4 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2021 – 5**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF ZACKARY TONEY TO THE POSITION OF LANDSCAPE GARDENER IN THE PARKS AND RECREATION DEPARTMENT**

Summary of Municipal Order No. 2021 – 5 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointment of Zachary Toney to Landscape Gardner. Meisel commended the Landscape Division on a job well done with the Christmas lighting at Fountain Square Park and Circus Square Park, and expressed appreciation for all the division's hard work. 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. 2021 – 5 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2021 – 6**

**MUNICIPAL ORDER ELECTING SUE PARRIGIN AS MAYOR PRO TEM**

Summary of Municipal Order No. 2021 – 6 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Alcott recommended the approval of Commissioner Parrigin as Mayor Pro Tem. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 – 6 was approved by majority vote.

MUNICIPAL ORDER NO. 2021 - 7

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF COMMISSIONER MELINDA HILL TO THE BOWLING GREEN AUDIT COMMITTEE AND JOB DEVELOPMENT INCENTIVE PROGRAM COMMITTEE

Summary of Municipal Order No. 2021 - 7 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott recommended Commissioner Hill to serve on the Bowling Green Audit Committee and Job Development Incentive Program Committee. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 - 7 was approved by majority vote.

MUNICIPAL ORDER NO. 2021 - 8

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF MAYOR TODD ALCOTT TO THE BOWLING GREEN MUNICIPAL UTILITIES BOARD AND BOWLING GREEN-WARREN COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Summary of Municipal Order No. 2021 - 8 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Mayor Alcott requested approval to serve on the Bowling Green Municipal Utilities Board, as well as the Bowling Green-Warren County Local Emergency Planning Committee, which requires appointment of the Mayor. He 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  
                          Abstaining: Alcott

Municipal Order No. 2021 - 8 was approved by majority vote.

MUNICIPAL ORDER NO. 2021 - 9

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF COMMISSIONER DANA BEASLEY-BROWN TO THE BARREN RIVER DISTRICT HEALTH BOARD AND JOB DEVELOPMENT INCENTIVE PROGRAM COMMITTEE

Summary of Municipal Order No. 2021 - 9 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott recommended Commissioner Beasley-Brown to serve on the Barren River District Health Board and Job Development Incentive Program Committee. He 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  
                  Abstaining: Beasley-Brown  
Municipal Order No. 2021 – 9 was approved by majority vote.

MUNICIPAL ORDER NO. 2021 – 10

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF COMMISSIONER CARLOS BAILEY TO THE HOUSING AUTHORITY OF BOWLING GREEN AND WORKFORCE RECRUITMENT AND OUTREACH COMMITTEE

Summary of Municipal Order No. 2021 – 10 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott recommended Commissioner Bailey to serve on the Housing Authority of Bowling Green and Workforce Recruitment and Outreach Committee. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Beasley-Brown, Hill, Parrigin and Alcott  
                  Voting Nay: None  
                  Abstaining: Bailey  
Municipal Order No. 2021 – 10 was approved by majority vote.

MUNICIPAL ORDER NO. 2021 – 11

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF COMMISSIONER SUE PARRIGIN TO THE BOWLING GREEN-WARREN COUNTY DRUG TASK FORCE AND WARREN COUNTY DOWNTOWN ECONOMIC DEVELOPMENT AUTHORITY, INC.

Summary of Municipal Order No. 2021 – 11 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Alcott recommended Commissioner Parrigin to serve on the Bowling Green-Warren County Drug Task Force 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 and Alcott  
                  Voting Nay: None  
                  Abstaining: Parrigin  
Municipal Order No. 2021 – 11 was approved by majority vote.

MUNICIPAL ORDER NO. 2021 – 12

MUNICIPAL ORDER AUTHORIZING RENEWAL OF BID #2020-14 FOR STRUCTURAL FIREFIGHTING TURNOUT GEAR FROM FINLEY FIRE EQUIPMENT, CO., INC. D/B/A BLUEGRASS FIRE EQUIPMENT OF MCCONNELSVILLE, OHIO IN A TOTAL AMOUNT NOT TO EXCEED \$98,850

Summary of Municipal Order No. 2021 – 12 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended renewal of the bid for structural firefighting turnout gear to purchase fifty (50) turnouts in the amount of \$1,977 each, for a total amount of \$98,850. 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. 2021 – 12 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2021 – 13**

**MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF 2021 GRANT FUNDS FROM THE APPALACHIA HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) THROUGH THE OFFICE OF NATIONAL DRUG CONTROL POLICY IN THE AMOUNT OF \$36,000**

Summary of Municipal Order No. 2021 – 13 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 approval to accept the 2021 grant funds from HIDTA in the amount of \$36,000, with no local match. Mayor Alcott praised Grants Coordinator Nick Cook for all his successes to find grant opportunities for the City. 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. 2021 – 13 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2021 – 14**

**MUNICIPAL ORDER APPROVING CONSTRUCTION AND ACCEPTING MAINTENANCE OF NORTH GRAHAM STREET EXTENSION AND ASSOCIATED RIGHT-OF-WAY**

Summary of Municipal Order No. 2021 – 14 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval and acceptance of maintenance of North Graham Street extension, and said it meets 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. 2021 – 14 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2021 – 15**

**MUNICIPAL ORDER APPROVING A RADIO TRANSMISSION TOWER SITE LEASE AGREEMENT WITH MOBILE COMMUNICATIONS SERVICE OF BOWLING GREEN, INC. AND**

**AUTHORIZING THE MAYOR TO EXECUTE THE LEASE AGREEMENT**

Summary of Municipal Order No. 2021 – 15 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel explained the City has had a Radio Transmission Tower Site Lease Agreement with Mobile Communications for many years and explained the most recent lease had expired, therefore he recommended approval of a new lease agreement for an additional ten (10) years. 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. 2021 – 15 was approved by unanimous vote.

**ORDINANCE NO. BG2021 – 1  
(First Reading – Non-Binding)  
ORDINANCE REZONING REAL ESTATE**

**ORDINANCE REZONING TRACTS OF LAND CONTAINING 0.8932 ACRE FROM GB (GENERAL BUSINESS) TO RM-4 (MULTI-FAMILY RESIDENTIAL) LOCATED AT 0, 615 AND 631 CHESTNUT STREET AND 0, 524 AND 526 EAST 7<sup>TH</sup> AVENUE, PRESENTLY OWNED BY NEW MILLENNIUM REAL ESTATE, LLC C/O STEVE SUTTON**

Title and summary of Ordinance No. BG2021 – 1 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. 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

First Reading of Ordinance No. BG2021 – 1 was approved by unanimous vote.

**ORDINANCE NO. BG2020 – 34  
(Second Reading – Binding)  
ORDINANCE REZONING REAL ESTATE**

**ORDINANCE REZONING TRACTS OF LAND CONTAINING 1.45 ACRES FROM GB (GENERAL BUSINESS) AND RS-1A (SINGLE FAMILY RESIDENTIAL) TO HB (HIGHWAY BUSINESS) LOCATED AT 1218 AND 1220 BROADWAY AVENUE AND 0 COVINGTON STREET, PRESENTLY OWNED BY SPEEDWAY, LLC C/O ROBERT SWEET OF MCBRIDE DALE CLARION**

Title and summary of Ordinance No. BG2020 – 34 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the second and binding reading of said Ordinance. Meisel introduced the ordinance and explained it was a second reading. City Attorney Hillary Hightower added the developer had made some voluntary supplemental development plan conditions since the first reading in response to comments received from residents at the Planning Commission hearing and comments from a resident and Commissioners following the first reading of the Ordinance. It was

clarified the voluntary supplemental development plan conditions would be recorded with the plat and Certificate of Land Use Restrictions, and would not require approval by the City-County Planning Commission again. However, if in the future there was a request to change anything further it would require a new application and hearing from the City-County Planning Commission. Speedway's Attorney David Broderick made remarks and stated the Planning Commission approved the rezoning by an 8-3 vote in favor of the proposal. He further said the plans include building a new Speedway building, which would allow for more space, aligning the Speedway entrance with American Bank's entrance, as well as aligning the Speedway entrance on Broadway to assist with congestion. Mr. Broderick indicated originally there were thirteen (13) development plan conditions, however now there were eighteen (18). Some of the additional conditions included reducing employee parking from three (3) to one (1), agreement to maintain a permanent landscape buffer and six (6) foot wooden fencing on the residential side. In response to some questions from Commissioner Parrigin, Mr. Broderick said the Kentucky Transportation Cabinet and City of Bowling Green Public Works Department worked with Speedway to assist with traffic safety issues, and gas pumps would be further off the roadway to allow for a better traffic flow in and out of the facility. Furthermore, he explained seven (7) gas pumps would be installed, and based on the needs and design, a zoning change to Highway Business (HB) was necessary. Commissioner Hill questioned the size of the new construction, signage and zoning notifications for the residents to participate in the public hearing. McBride Dale Clarion representative Robert Sweet said the building would be approximately three (3) feet larger and more attractive. City-County Planning Commission Attorney Hamp Moore and City-County Planning Commission Executive Director Ben Peterson explained there were various capabilities for residents to participate in the Planning Commission meeting, including video teleconference via Zoom and phone. Commissioner Beasley-Brown expressed gratitude of the City and Speedway working together to find a way to move forward to protect the neighborhood, allow growth and provide services. She believed it was a win/win scenario and was proud to have found solutions to the concerns. Ms. Paula Borland spoke in opposition of the rezoning and would like to see the property remain residential. Commissioner Bailey added he believed the neighborhood should be protected, but saw the need for improvements and thought Speedway had a positive plan in place. Once discussion concluded, a roll call vote was taken.

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

Ordinance No. BG2020 - 34 was adopted by unanimous vote.

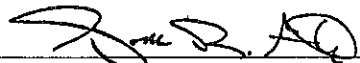
#### ADJOURNMENT

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



*(Minutes-Board of Commissioners-January 5, 2021)*

ADOPTED: January 19, 2021

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST:   
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*