

**MINUTES of SPECIAL MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held June 16, 2020**

The Board of Commissioners of the City of Bowling Green, Kentucky met in special session via Lifesize video teleconference due to the Coronavirus (COVID-19) pandemic at 2:00 p.m. on June 16, 2020. Mayor Bruce Wilkerson called the meeting to order and called the roll, and the following members were present: Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin, Commissioner Dana Beasley-Brown and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

CITY MANAGER COMMENTS

City Manager Jeffery B. Meisel recognized the winners of the 4th annual "We are Bowling Green" photo contest: Judge's Choice – 3rd place Beautiful Bowling Green by Wayne Garmon; 2nd place Worry Less, Paddle More by Lilly Van Wyk; 1st place City in Quarantine by Eric Denton, and the People's Choice winner was Stunning Silence by Anne Massey.

APPROVAL OF MINUTES

Minutes of Special Meeting June 2, 2020.

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

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
 Voting Nay: None

Motion to approve the minutes of the special meeting of June 2, 2020 was approved by unanimous vote.

SPECIAL AGENDA

MUNICIPAL ORDER NO. 2020 – 91

**MUNICIPAL ORDER APPROVING THE APPOINTMENT OF JOHN
ANDERSON TO THE BOWLING GREEN AREA CONVENTION
AND VISITORS BUREAU**

Summary of Municipal Order No. 2020 – 91 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Mayor Wilkerson reviewed and recommended the appointment of John Anderson to the Bowling Green Area Convention and Visitors Bureau. With no discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
 Voting Nay: None

Municipal Order No. 2020 – 91 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 92

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2020-59 FOR CONCRETE FROM GARROTT BROTHERS CONTINUOUS MIX, INC. OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$54,995

Summary of Municipal Order No. 2020 - 92 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the concrete bid. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 92 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 93

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2020-56 FOR POLICE BALLISTIC WEAR FROM GALLS, LLC OF LEXINGTON, KENTUCKY AND CMS UNIFORMS & EQUIPMENT, INC. OF NASHVILLE, TENNESSEE

Summary of Municipal Order No. 2020 - 93 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended the approval of the Police ballistic wear bids. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 93 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 94

MUNICIPAL ORDER ACCEPTING THE INTER-MODAL TRANSPORTATION AUTHORITY, INC. FISCAL YEAR 2021 OPERATING BUDGET

Summary of Municipal Order No. 2020 - 94 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Meredith Rozanski provided an overview and recommended approval of the ITA budget. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 94 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 95

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF AN ECONOMIC DEVELOPMENT BOND (EDB) GRANT FROM THE

KENTUCKY CABINET FOR ECONOMIC DEVELOPMENT FOR
CROWN CORK & SEAL, USA, INC. IN THE AMOUNT OF
\$250,000 AND APPROVING AND AUTHORIZING EXECUTION OF
GRANT AGREEMENT

Summary of Municipal Order No. 2020 – 95 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel explained the EDB grant required City approval and recommended approval. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
 Voting Nay: None

Municipal Order No. 2020 – 95 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 11
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A PORTION OF TWO TRACTS OF
LAND CONTAINING 0.211 ACRE FROM LI (LIGHT INDUSTRIAL)
TO CB (CENTRAL BUSINESS) LOCATED AT 0 AND 907
BROADWAY AVENUE, PRESENTLY OWNED BY THOMAS
HUNT

Title and summary of Ordinance No. BG2020 – 11 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Wilkerson stated the recommendation was unanimous from the City-County Planning Commission. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
 Voting Nay: None

First Reading of Ordinance No. BG2020 – 11 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 12
(First Reading – Non-Binding)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 2.53
ACRES FROM CB (CENTRAL BUSINESS) TO PUD (PLANNED
UNIT DEVELOPMENT) LOCATED AT 1149 COLLEGE STREET,
PRESENTLY OWNED BY UNITED HOUSING PARTNERS –
BOWLING GREEN, LP WITH SP INVESTMENT FUND, LLC C/O
GIL SETON AS THE APPLICANT

Title and summary of Ordinance No. BG2020 – 12 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Wilkerson stated the recommendation was unanimous from the City-County Planning Commission. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None
First Reading of Ordinance No. BG2020 – 12 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 96

MUNICIPAL ORDER ACCEPTING AND ADOPTING THE
BOWLING GREEN FIRE DEPARTMENT POLICY AND
PROCEDURES MANUAL DATED JUNE 2020

Summary of Municipal Order No. 2020 – 96 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to adopt the Fire Department Policy and Procedures Manual dated June 2020. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None
Municipal Order No. 2020 – 96 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 13
(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, 2020 AND ENDING JUNE 30, 2021, BY
ESTIMATING REVENUES AND APPROPRIATING FUNDS FOR
THE OPERATION OF CITY GOVERNMENT

Title and summary of Ordinance No. BG2020 – 13 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel provided an overview of the recommended Fiscal Year 2020/2021 Annual Operating Budget and thanked the Budget Team for all its efforts with the preparation of the budget, as well as the Broadcast Specialist for producing the budget presentation. He added it was a balanced budget, no tax increases or new debt, and explained there was a pause initiated on employee merit increases, however the City budgeted for a 2.3% cost-of-living increase. It was additionally said the budget would be monitored closely and adjusted as necessary due to the COVID-19 pandemic. There were some questions asked by Commissioner Beasley-Brown related to sidewalks and greenways, workforce diversity, response due to the COVID-19 and CARES Act availability, additional hiring of police officers, and improvements to the 911 center. Once discussion concluded, Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None
First Reading of Ordinance No. BG2020 – 13 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 14
(First Reading – Non-Binding)

ORDINANCE RELATING TO CLASSIFICATION/PAY SCHEDULES

ORDINANCE AMENDING THE CLASSIFICATION/PAY SCHEDULES "G" FOR GENERAL CLASSIFIED, "F" FOR FIRE, "P" FOR POLICE, "D" FOR DEPARTMENT HEAD / MANAGEMENT AND "U" FOR UNCLASSIFIED PART-TIME EMPLOYEES, AND AUTHORIZING PAY INCREASES FOR FISCAL YEAR 2021.

Title and summary of Ordinance No. BG2020 - 14 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

First Reading of Ordinance No. BG2020 - 14 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 97

MUNICIPAL ORDER AUTHORIZING CONTINUATION OF COVERAGE BY SUN LIFE FOR EMPLOYEE HEALTH CARE SPECIFIC STOP-LOSS INSURANCE COVERAGE FOR FISCAL YEAR 2021

Summary of Municipal Order No. 2020 - 97 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Human Resources Director Erin Hulsey reviewed and recommended approval of continued coverage with Sun Life for employee health care specific stop-loss insurance coverage. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 97 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 98

MUNICIPAL ORDER APPROVING AMENDMENTS TO THE ADMINISTRATIVE PERSONNEL POLICY AND PROCEDURES MANUAL FOR CLASSIFIED EMPLOYEES

Summary of Municipal Order No. 2020 - 98 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended approval of the amendments to the Administrative Personnel Policy and Procedures Manual. She explained the amendments were mainly to clean up items to match State statutes, as well as updates to the employee performance evaluation process and harassment policy. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 98 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 99

MUNICIPAL ORDER APPROVING CAREER PATH PROGRAM AMENDMENTS OF THE PUBLIC WORKS FLEET MANAGEMENT DIVISION EQUIPMENT TECHNICIAN CERTIFICATION PROGRAM

Summary of Municipal Order No. 2020 - 99 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel explained the Fleet Management Division Equipment Technician Certification Program had changed over the years and required some updates. Human Resources Director Erin Hulsey reviewed and recommended approval of the amendments to the certification program. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 99 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 100

MUNICIPAL ORDER AUTHORIZING THE CONTINUATION OF AN AGREEMENT WITH CAREHERE, PLLC FOR ADMINISTERING EMPLOYEE ON-SITE MEDICAL CLINIC SERVICES THROUGH CALENDAR YEAR 2020

Summary of Municipal Order No. 2020 - 100 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to continue an agreement with CareHere for employee on-site medical clinic services through Calendar Year 2020. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
Voting Nay: None

Municipal Order No. 2020 - 100 was approved by unanimous vote.

ORDINANCE NO. BG2020 - 15

(First Reading - Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES TO REPEAL SUBCHAPTER 2-23 OF BOWLING GREEN-WARREN COUNTY MILITARY LIAISON BOARD AND ESTABLISH THE CITY OF BOWLING GREEN CONVENTION CENTER COMMITTEE

Title and summary of Ordinance No. BG2020 - 15 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel said the Chapter 2 (Administration) amendments were related to the removal of the Bowling Green-Warren County Military Liaison Board and creation of the Convention Center Committee. He explained the

Military Liaison Board agreed it should no longer be a governmental board, however its affiliation with the military representatives would remain an active part of the annual Veterans Day Parade sponsored by the City. Furthermore, the Convention Center Corporation was soon to be dissolved and the Convention Center Committee would be formed and made up of the five (5) Board of Commissioners. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson
 Voting Nay: None

First Reading of Ordinance No. BG2020 - 15 was approved by unanimous vote.

ADJOURNMENT

The Mayor announced a special meeting would be held on June 18, 2020 in order to take final action on the budget related items.

There being no further business to come before the Board of Commissioners, at approximately 3:15 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: July 7, 2020

APPROVED: Brian Wilkerson
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson
City Clerk

Minutes prepared by City Clerk Ashley Jackson