

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held MARCH 5, 2013**

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 7:00 p.m. on March 5, 2013. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Associate Minister Mark Gilliam of Living Hope Baptist Church, and all present recited the Pledge of Allegiance. Assistant City Manager/City Clerk Katie Schaller called the roll, and the following members were present: Commissioner Rick Williams, Commissioner Joe W. Denning, Commissioner Melinda M. Hill, Commissioner Bill Waltrip and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS & RECOGNITIONS

Mayor Wilkerson announced the recent retirement of Police Detective Tim Wilson with nearly 20 years of service with the City.

CITY MANAGER

City Manager Kevin D. DeFebbo had no comments at this time.

APPROVAL OF MINUTES

Minutes of Regular Meeting February 19, 2013

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

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Motion to approve the minutes of the regular meeting of February 19, 2013 was approved by unanimous vote.

PUBLIC COMMENTS

Mayor Wilkerson opened the floor for any public comments and there were none.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2013 - 34

**MUNICIPAL ORDER APPROVING THE PROMOTION OF ADAM
W. BUTLER TO RECREATION DIVISION MANAGER IN THE
PARKS AND RECREATION DEPARTMENT**

Summary of Municipal Order No. 2013 - 34 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Denning for consideration of said Municipal Order. DeFebbo explained that this position opened up following Brent Belcher's promotion to Department Director. He also reviewed the application, interview and evaluation processes undertaken to fill the position. Parks and Recreation Director Brent Belcher outlined Mr. Butler's qualifications and recommendation for promotion. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 34 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 35

**MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF
DR. JERRY COHRON TO THE BOWLING GREEN-WARREN
COUNTY REGIONAL AIRPORT BOARD**

Summary of Municipal Order No. 2013 - 35 was read by the Assistant City Manager/City Clerk. Motion was made by Waltrip and seconded by Hill for consideration of said Municipal Order. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 35 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 36

**MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF
GARY L. BROWN TO THE BOWLING GREEN FIRE
DEPARTMENT BURN VICTIM FUND BOARD OF ADVISORS**

Summary of Municipal Order No. 2013 - 36 was read by the Assistant City Manager/City Clerk. Motion was made by Denning and seconded by Hill for consideration of said Municipal Order. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 36 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 37

**MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2013-24 FOR BANKING SERVICES FROM US BANK FOR A
PERIOD OF ONE (1) YEAR WITH AN OPTION TO RENEW FOR
FOUR (4) ADDITIONAL YEARS**

Summary of Municipal Order No. 2013 - 37 was read by the Assistant City Manager/City Clerk. Motion was made by Waltrip and seconded by Hill for consideration of said Municipal Order. DeFebbo reviewed the bidding process and recommended award for the best evaluated bid. Chief

Financial Officer Jeff Meisel described the evaluation process of the three bids received which compared the cost for services and the potential for a net income to the City. Comm. Williams commended the evaluation committee for their work. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 37 was approved by unanimous vote.

ORDINANCE NO. BG2013 - 4
(First Reading)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TWO TRACTS OF LAND CONTAINING
0.3466 ACRE FROM RM-4 (MULTI-FAMILY RESIDENTIAL) TO
OP-C (OFFICE PROFESSIONAL-COMMERCIAL) LOCATED AT
623 5TH AVENUE EAST AND 500 CHESTNUT STREET,
PRESENTLY OWNED BY MILLER & YORK, LLC WITH FMZ
PROPERTIES, LLC AS CONTRACT VENDEE

Title and summary of Ordinance No. BG2013 - 4 was read by the Assistant City Manager/City Clerk. Motion was made by Waltrip and seconded by Hill for first reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

First reading of Ordinance No. BG2013 - 4 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 38

MUNICIPAL ORDER APPROVING AND AUTHORIZING OUT-OF-
TOWN TRAVEL EXPENSES FOR CITY MANAGER KEVIN D.
DEFEBBO TO ATTEND THE KENTUCKY LEAGUE OF CITIES
CITY DAY/CITY NIGHT AND KENTUCKY CITY/COUNTY
MANAGEMENT ASSOCIATION 2013 WINTER CONFERENCE IN
FRANKFORT, KENTUCKY

Summary of Municipal Order No. 2013 - 38 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Waltrip for consideration of said Municipal Order. DeFebbo commented about the opportunity to meet with legislators and to attend training that included very timely topics. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 38 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 32

MUNICIPAL ORDER APPROVING TAX INCREMENT FINANCING (TIF) DISTRICT SUMMARY OF 2011 INCREMENTAL REVENUE AND AUTHORIZING DISTRIBUTION OF \$100,250 TO WARREN COUNTY DOWNTOWN ECONOMIC DEVELOPMENT AUTHORITY, INC.

Summary of Municipal Order No. 2013 - 32 was read by the Assistant City Manager/City Clerk. Motion was made by Waltrip and seconded by Hill for consideration of said Municipal Order. DeFebbo indicated that each year the City has to go through the process of calculating the incremental revenues collected in the designated downtown TIF District. He detailed that the Finance Department put in over 500 hours gathering the data and completing the summary, and which time spent goes unreimbursed to the City. He also noted that the City did not add any new staff when we took on this extra workload.

At the request of Comm. Waltrip, Chief Financial Officer Jeff Meisel gave an overview describing how the original and expanded TIF districts were created, as well as the revenue sources which contribute to the calculations for the entire 50 block area. He also noted that next year (2012) would be the first year to report the incremental revenues collected in blocks 4A, 5, 8 and 10 which have been dedicated to pay the debt service on the Block 6 wrap.

Mayor Wilkerson stated that no taxes were raised as part of this process. He specified that the reported revenues are strictly based on incremental growth in property taxes, withholdings and net profits and split 80/20 between the Authority and the City, respectively. Mr. Meisel pointed out that construction withholdings also bumped up the revenues for this past year. Once the discussion ended, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson

Voting Nay: None

Municipal Order No. 2013 - 32 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 39

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF AN AREA DEVELOPMENT FUND (ADF) GRANT IN THE AMOUNT OF \$2,734 FROM THE KENTUCKY DEPARTMENT OF LOCAL GOVERNMENT THROUGH THE BARREN RIVER AREA DEVELOPMENT DISTRICT

Summary of Municipal Order No. 2013 - 39 was read by the Assistant City Manager/City Clerk. Motion was made by Waltrip and seconded by Hill for consideration of said Municipal Order. DeFebbo reviewed the available grant, which was received every other year alternating with Warren County. He proposed that the funds would be used to help pay for the cost of installing historical markers around the SKyPAC property which was a requirement from the Historic Preservation Office following the demolition of some of the previous buildings. Comm. Denning asked if the Board would get to see the signs before their installation. Neighborhood and Community Services Director

Brent Childers replied he would provide the information. With no additional discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 39 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2013 - 40

MUNICIPAL ORDER APPROVING CONSTRUCTION AND
ACCEPTING MAINTENANCE OF A PORTION OF PHASE I, LOTS
69-71 AT TRADITIONS AT LOVERS LANE SUBDIVISION

Summary of Municipal Order No. 2013 - 40 was read by the Assistant City Manager/City Clerk. Motion was made by Waltrip and seconded by Hill for consideration of said Municipal Order. DeFebbo reported it was the protocol of the City to accept street maintenance for new developments once it passed inspection. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Williams, Denning, Hill, Waltrip and Wilkerson
 Voting Nay: None

Municipal Order No. 2013 - 40 was approved by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 7:25 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: _____

APPROVED: _____
Mayor, Chairman of Board of Commissioners

ATTEST: _____
City Clerk

Minutes prepared by Assistant City Manager/City Clerk Katie Schaller