

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held December 16, 2025**

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 December 16, 2025. Mayor Todd Alcott called the meeting to order and provided an invocation, and 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 requested the audience to sign-up in the back of the Commission Chamber in order to speak during public comments. He also reminded residents that property tax payments were due by December 31<sup>st</sup>.

Additionally, Meisel recognized various departments for the successful Christmas on College and Downtown Lights Up event. He further acknowledged Assistant City Clerk Hope Spiller for being named the 2025 Barren River Municipal Clerks Association (BRMCA) Clerk of the Year. Recreation Division Manager Cameron Levis was also recognized for being featured in the Community Rec Magazine.

Recreation Division Manager Cameron Levis honored the first Young Neighbors Academy participants.

Former Mayor Johnny Webb made a presentation to the Board of Commissioners and provided tokens of appreciation for the support of the Beautifl-65 project and Operation P.R.I.D.E.

**APPROVAL OF MINUTES**

Regular Meeting December 2, 2025.

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 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

Minutes of the regular meeting of December 2, 2025 was approved by unanimous vote.

**REGULAR AGENDA**

**MUNICIPAL ORDER NO. 2025 – 308**

**MUNICIPAL ORDER APPROVING THE PROMOTION OF ELYSE  
JONKER TO THE POSITION OF EXECUTIVE ASSISTANT/PUBLIC  
INFORMATION OFFICER IN THE FIRE DEPARTMENT**

Summary of Municipal Order No. 2025 – 308 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Fire Chief Justin Brooks recommended the promotion of Elyse Jonker to the position of Executive Assistant/Public Information Officer in the Fire 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. 2025 – 308 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 309

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF GEORGIA MAYHEW TO THE POSITION OF  
OFFICE ASSOCIATE I IN THE PARKS AND RECREATION  
DEPARTMENT

Summary of Municipal Order No. 2025 – 309 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager Tiara Britt reviewed and recommended the appointment of Georgia Mayhew to the position of Office Associate I in the Parks and Recreation 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. 2025 – 309 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 310

MUNICIPAL ORDER AUTHORIZING CHANGE ORDER NO. THREE  
TO THE CONTRACT WITH AMERICAN ENGINEERS, INC. FOR  
PROFESSIONAL SERVICES FOR CAVE MILL ROAD CORRIDOR  
IMPROVEMENTS IN THE AMOUNT OF \$363,137, FOR A TOTAL  
PROJECT COST OF \$1,610,650

Summary of Municipal Order No. 2025 – 310 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval of Change Order No. Three to the contract with American Engineers, Inc. for professional services for Cave Mill Road corridor improvements in the amount of \$363,137, for a total project cost of \$1,610,650. Assistant City Engineer Kyle Hunt provided a brief overview of 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. 2025 – 310 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 311

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A  
GRANT APPLICATION TO THE KENTUCKY TRANSPORTATION  
CABINET FOR TRANSPORTATION ALTERNATIVES PROGRAM

(TAP) FUNDS IN THE AMOUNT OF \$1,521,265 RELATED TO THE  
BRYANT WAY GREENWAY PROJECT

Summary of Municipal Order No. 2025 – 311 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 a grant application to the Kentucky Transportation Cabinet for Transportation Alternatives Program (TAP) funds in the amount of \$1,521,265 related to the Bryant Way greenway 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. 2025 – 311 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 312

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A  
GRANT APPLICATION FOR FUNDING THROUGH THE 2024  
GOVERNMENT RESOURCES ACCELERATING NEEDED  
TRANSFORMATION PROGRAM FROM THE KENTUCKY  
ECONOMIC DEVELOPMENT CABINET IN AN AMOUNT UP TO  
\$361,300.44 RELATED TO THE BRYANT WAY GREENWAY  
PROJECT

Summary of Municipal Order No. 2025 – 312 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 submission of a grant application to the Kentucky Transportation Cabinet for Transportation Alternatives Program (TAP) funds in the amount of \$361,300.44 related to the Bryant Way greenway 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. 2025 – 312 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 313

MUNICIPAL ORDER APPROVING AND AUTHORIZING  
EXECUTION OF A LEASE AGREEMENT FOR A PORTION OF THE  
GLEN LILY LANDFILL PROPERTY

Summary of Municipal Order No. 2025 – 313 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 execution of a Lease Agreement for a portion of the Glen Lily Landfill property. 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. 2025 – 313 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 314

MUNICIPAL ORDER APPROVING FISCAL YEAR 2026 PARKS AND RECREATION FEES

Summary of Municipal Order No. 2025 – 314 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 of Fiscal Year 2026 Parks and Recreation fees. 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. 2025 – 314 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 315

MUNICIPAL ORDER APPROVING AN EXCHANGE OF INFORMATION AGREEMENT WITH THE KENTUCKY DEPARTMENT OF REVENUE AND AUTHORIZING SPECIFIED EMPLOYEES OF THE CITY OF BOWLING GREEN TO REQUEST AND RECEIVE INFORMATION

Summary of Municipal Order No. 2025 – 315 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. At the request of the City Manager, City Clerk Ashley Jackson reviewed and recommended approval of an Exchange of Information Agreement with the Kentucky Department of Revenue, and the agreement authorizes specified employees of the City to request and receive information. 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. 2025 – 315 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 32

(First Reading – Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), SUBCHAPTER 2-17 (HUMAN RIGHTS COMMISSION) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2025 – 32 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for the first and non-binding reading of said Ordinance. Mayor Alcott recommended amending Chapter 2 (Administration), Subchapter 2-17 (Human Rights Commissioner) of the City Code of Ordinances. He explained the Human Rights Commission recommended amending the number of commission members from 13 to 11 members. With no further discussion, 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. BG2025 – 32 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 316

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF SUSAN OLIVER LEWIS AS AN ALTERNATE MEMBER TO THE CITY OF BOWLING GREEN CODE ENFORCEMENT AND NUISANCE BOARD

Summary of Municipal Order No. 2025 – 316 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 appointment of Susan Oliver Lewis as an alternate member to the City of Bowling Green Code Enforcement and Nuisance Board. He 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. 2025 – 316 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 317

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF DR. SHANE SPILLER AND REAPPOINTMENTS OF VICKI FITCH AND DONNA HARMON TO THE CITY OF BOWLING GREEN BOARD OF ETHICS

Summary of Municipal Order No. 2025 – 317 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Dr. Shane Spiller and reappointments of Vicki Fitch and Donna Harmon to the City of Bowling Green Board of Ethics. He 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. 2025 – 317 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 318

MUNICIPAL ORDER APPROVING THE REAPPOINTMENTS OF SUE PARRIGIN, ERIC WALKER AND RICK WILSON TO SERVE ON THE INTER-MODAL TRANSPORTATION AUTHORITY, INC. BOARD OF DIRECTORS, AND AUTHORIZING THE SUBMISSION OF REAPPOINTMENTS TO THE WARREN COUNTY JUDGE EXECUTIVE

Summary of Municipal Order No. 2025 – 318 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 reappointments of Sue Parrigin, Eric Walker and Rick Wilson to the Inter-Modal Transportation Authority, Inc. Board of Directors. He 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. 2025 – 318 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 319

MUNICIPAL ORDER APPROVING AND AUTHORIZING OUT-OF-TOWN TRAVEL EXPENSES FOR MAYOR TODD ALCOTT TO ATTEND LEADERSHIP KENTUCKY IN COVINGTON, KENTUCKY

Summary of Municipal Order No. 2025 – 319 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Mayor Alcott recommended the approval of his travel to attend the Leadership Kentucky in Covington, Kentucky. He 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. 2025 – 319 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 31

(Second Reading – Binding)

ORDINANCE RELATING TO CABLE FRANCHISE

ORDINANCE OF THE CITY OF BOWLING GREEN APPROVING A NON-EXCLUSIVE CABLE FRANCHISE AGREEMENT WITH SPECTRUM MID-AMERICA, LLC

Title and summary of Ordinance No. BG2025 – 31 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 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. BG2025 – 31 was adopted by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:30 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: January 6, 2026

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST:   
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*