

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held FEBRUARY 5, 2019**

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 February 5, 2019. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Police Chaplain Mike Holian, and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin, Commissioner Dana Beasley-Brown, Commissioner Joe W. Denning and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeffery B. Meisel revealed the Bowling Green Police Department recruitment video and thanked Deputy Chief Michael Delaney, JJ Meyers, Hunter Harris and others that helped showcase the City of Bowling Green Police Department.

Meisel requested a closed session for the purpose of discussion about the sale of real property by the City as publicity would likely affect the value of the specific piece of property to be sold, and for discussion of pending litigation against the City. Motion was made by Nash and seconded by Denning to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (b) and (c). Mayor Wilkerson called for roll call vote.

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

Motion to convene in closed session pursuant to KRS 61.810 (1) (b) and (c) was approved by unanimous vote.

APPROVAL OF MINUTES

Minutes of Regular Meeting January 15, 2019, Special Meeting and Special Work Session/Strategic Goal Planning Session January 25, 2019.

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

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

Motion to approve the minutes of the regular meeting of January 15, 2019, and Special Meeting and Special Work Session/Strategic Goal Planning Session January 25, 2019 was approved by unanimous vote.

REGULAR AGENDA

**ORDINANCE NO. BG2019 - 1
(Second Reading)
ORDINANCE REZONING REAL ESTATE**

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.11 ACRE FROM RM-4 (MULTI-FAMILY RESIDENTIAL) TO OP-C (OFFICE PROFESSIONAL - COMMERCIAL) LOCATED AT 640 EAST 3RD AVENUE, PRESENTLY OWNED BY GILBERT, BARBEE, MOORE & MCILVOY, PSC, D/B/A GRAVES GILBERT CLINIC

Title and summary of Ordinance No. BG2019 - 1 was read by the City Clerk. Motion was made by Nash and seconded by Denning for second reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2019 - 1 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 10

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF BRAD AKINS TO THE POSITION OF COMPANY COMMANDER AND BRYAN KOZAK TO THE POSITION OF FIRE APPARATUS OPERATOR IN THE FIRE DEPARTMENT

Summary of Municipal Order No. 2019 - 10 was read by the City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal Order. Fire Chief Jason Colson reviewed and recommended the promotions. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 10 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 11

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF WESLEY KIRBY TO THE POSITION OF LANDSCAPE GARDNER - GOLF DIVISION AND TYLER REYNOLDS TO THE POSITION OF LANDSCAPE GARDNER - LANDSCAPE DIVISION IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2019 - 11 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointments. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 11 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 12

MUNICIPAL ORDER ACCEPTING AND ADOPTING THE CITY OF
BOWLING GREEN POLICE PROMOTIONAL PROCEDURES

Summary of Municipal Order No. 2019 - 12 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the adoption of a standalone Police Promotional Procedures, and at a later date the Fire Promotional Procedures will be recommended for approval. Ms. Hulsey responded to questions related to the written test process and confirmed the procedures shows no sign of discriminatory effect. She also provided departmental statistics to include minorities currently make up 11% of the sworn personnel and 19% of the sworn management positions. Additionally, it was explained administrative appeals will go before the Human Resources Director or City Manager. Further questions were asked related to make-up testing, carrying over scores and public posting of test scores. Ms. Hulsey remarked about the two reasons for make-up testing which is medical emergency or military leave, as well as clarified testing typically occurs around the same time each year and adequate notification of testing is provided in advance. It was added the employee has the ability to carry over scores, but must carry over all of the score, and the process for posting testing scores is being reviewed. With no further discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Nash, Parrigin, Beasley-Brown, Denning and Wilkerson

Voting Nay: None

Municipal Order No. 2019 - 12 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 13

MUNICIPAL ORDER AUTHORIZING RENEWAL OF BID #2017-37
FOR UNIFORMS FOR THE POLICE DEPARTMENT FROM CMS
UNIFORMS & EQUIPMENT COMPANY, INC. OF NASHVILLE,
TENNESSEE, GALLS, LLC OF LEXINGTON, KENTUCKY AND
NAT'S OUTDOOR SPORTS OF BOWLING GREEN, KENTUCKY

Summary of Municipal Order No. 2019 - 13 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended the extension of this bid award. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Nash, Parrigin, Beasley-Brown and Wilkerson

Voting Nay: None

Municipal Order No. 2019 - 13 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 14

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2019-35 FOR A MICROFILMING PROJECT FROM DATA
RECORDS MANAGEMENT SERVICES, LLC OF PADUCAH,
KENTUCKY IN THE AMOUNT OF \$126,879

Summary of Municipal Order No. 2019 - 14 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Meisel explained the

need for microfilming permanent records and recommended the bid award. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 14 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 15

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING NEGOTIATIONS AFTER SEALED BIDDING FOR BID #2019-39 FOR RENOVATIONS OF LAMPKIN PARK ASPHALT COURT FROM VESCIO'S SPORTSFIELDS, INC. OF LEXINGTON, KENTUCKY IN THE AMOUNT OF \$347,880

Summary of Municipal Order No. 2019 - 15 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended the bid award for a multi-purpose artificial turf that can be utilized year around. In response to questions, Parks and Recreation Director Brent Belcher remarked the life expectancy of the turf is about ten (10) years and anticipates to begin the project mid-summer. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 15 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 16

MUNICIPAL ORDER APPROVING RECOMMENDATION FROM THE BOWLING GREEN AREA CONVENTION AND VISITORS BUREAU TO DISTRIBUTE \$152,354 OF TRANSIENT ROOM TAXES TO THE NATIONAL CORVETTE MUSEUM

Summary of Municipal Order No. 2019 - 16 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Executive Director of the Convention and Visitors Bureau Sherry Murphy reviewed the recommendation to provide funds for the installation of wiring around the Motorsports Park track to allow for Christmas light displays. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 16 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 17

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES THROUGH THE KENTUCKY LOCAL RECORDS PROGRAM IN THE AMOUNT OF \$50,685

Summary of Municipal Order No. 2019 – 17 was read by the City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal Order. Meisel recommended the grant award which will assist in funding the previously approved bid for microfilming. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 17 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 18

MUNICIPAL ORDER AUTHORIZING AND APPROVING THE AMENDED AND RESTATED EXTERIOR PROPERTY IMPROVEMENT PROGRAM AGREEMENT BETWEEN THE CITY OF BOWLING GREEN AND LIVE THE DREAM DEVELOPMENT, INC. FOR THE CENSUS TRACT 112 EXTERIOR PROPERTY IMPROVEMENTS PROGRAM IN THE AMOUNT OF \$250,000

Summary of Municipal Order No. 2019 – 18 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended the amended and restated agreement with Live the Dream to be used for improvements to an additional 41 properties in Census Tract 112, and the agreement includes an \$800 per property fee to Live the Dream to cover costs associated with the management and administrative oversight of the program. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 18 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 19

MUNICIPAL ORDER APPROVING AND AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE COMMONWEALTH OF KENTUCKY, DEPARTMENT OF HOUSING, BUILDINGS AND CONSTRUCTION RELATED TO THE GRANTING OF ADDITIONAL RESPONSIBILITY FOR BUILDING AND ELECTRICAL PERMITS, PLAN REVIEW, INSPECTIONS AND ENFORCEMENT

Summary of Municipal Order No. 2019 – 19 was read by the City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. Meisel recommended the continuation of this agreement with the State to allow the City to conduct plan reviews and inspections for a variety of construction projects. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 19 was approved by unanimous vote.

ORDINANCE NO. BG2019 - 2
(First Reading)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 39.71 ACRES FROM RS-1A (SINGLE FAMILY RESIDENTIAL), RM-4 (MULTI-FAMILY RESIDENTIAL), GB (GENERAL BUSINESS) AND HB (HIGHWAY BUSINESS) TO HB (HIGHWAY BUSINESS) LOCATED AT 0 CAMPBELL LANE, PRESENTLY OWNED BY BALE OF KENTUCKY FAMILY LIMITED PARTNERSHIP WITH MENARDS, INC. AS CONTRACT VENDEE

Title and summary of Ordinance No. BG2019 - 2 was read by the City Clerk. Motion was made by Denning and seconded by Parrigin for first reading of said Ordinance. City-County Planning Commission Executive Director Ben Peterson responded to questions and confirmed the development plan conditions includes a fence and a 50 foot landscape buffer. He further added the fence and buffer meets requirements and the fence will not initially connect with adjoining properties, but it could in the future. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2019 - 2 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 20

MUNICIPAL ORDER APPROVING AN AMENDMENT TO THE JOB DEVELOPMENT INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT AGREEMENT WITH KOBELCO ALUMINUM PRODUCTS & EXTRUSIONS, INC.

Summary of Municipal Order No. 2019 - 20 was read by the City Clerk. Motion was made by Denning and seconded by Nash for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reported Kobelco Aluminum Products & Extrusions, Inc. applied for State incentives for a new facility in 2016 and later the City was notified of a request to modify the original agreement, and the Job Development Incentive Program (JDIP) Committee reviewed this in the fall of 2018. Schaller-Ward reviewed the amended incentive agreement which is estimated to create 220 new jobs with a total capital investment estimated at \$95.2 million. Also, she outlined the incentive program which provides up to 1% return of the withholdings from the creation of new jobs to maximize the 3% credit from the State, making the job development incentive worth approximately \$1,522,680 over a ten (10) year period. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 - 20 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 21

MUNICIPAL ORDER ACCEPTING AND ADOPTING THE CITY OF BOWLING GREEN RECORDS RETENTION POLICIES AND PROCEDURES MANUAL

Summary of Municipal Order No. 2019 – 21 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended approval of the Records Retention Policies and Procedures Manual prepared by the Office of City Clerk. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 21 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 22

MUNICIPAL ORDER APPROVING CONSTRUCTION AND ACCEPTING MAINTENANCE OF NATHANS RIM WAY IN THE BERTHA'S RIM SUBDIVISION

Summary of Municipal Order No. 2019 – 22 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended accepting maintenance of Nathans Rim Way. Public Works Director Greg Meredith responded to a question from Commissioner Nash and clarified the construction debris on the dirt roadway that connects with Nathans Rim Way will be cleaned up once construction is complete. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 22 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 23

MUNICIPAL ORDER APPROVING CONSTRUCTION AND ACCEPTING MAINTENANCE OF CUMBERLAND RIDGE SUBDIVISION SECTION V

Summary of Municipal Order No. 2019 – 23 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recommended accepting maintenance for Section V of Cumberland Ridge Subdivision. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 23 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 24

MUNICIPAL ORDER CONSENTING TO THE DISSOLUTION OF THE SOUTH CENTRAL KENTUCKY WORKS, INC., A NON-

**PROFIT, NON-STOCK KENTUCKY PUBLIC CORPORATION, AND
AFTER THE PAYMENT OF ANY OBLIGATIONS CONSENTING
TO THE DISTRIBUTION OF ITS REMAINING ASSETS TO THE
BOWLING GREEN AREA CHAMBER FOUNDATION, INC.**

Summary of Municipal Order No. 2019 – 24 was read by the City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. Meisel reviewed and recommended the dissolution of the South Central Kentucky Works, Inc. and approval to distribute its remaining assets to the Bowling Green Area Chamber Foundation, Inc. The City and County provided the funding for South Central Kentucky Works and such action requires both entities to approve the dissolution and distribution of assets. South Central Kentucky Works Attorney Gaines Penn provided some history about the non-profit and responded to questions from Commissioner Beasley-Brown. It was explained the reason for choosing the Bowling Green Area Chamber Foundation to distribute the remaining assets to was because of its involvement in the Southern Kentucky Works program, as well as the Leader In Me project and other workforce activities. Commissioner Denning asked for a total amount of remaining assets and it was confirmed the balance is approximately \$60,000. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 24 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2019 - 25

**MUNICIPAL ORDER CORRECTING AN ORIGINAL KRS 81.045
FILING RELATED TO ORDINANCE NO. BG80-46 AND
ADOPTING A MODERN AND ACCURATE LEGAL DESCRIPTION
OF TERRITORY PREVIOUSLY ANNEXED BY ORDINANCE**

Summary of Municipal Order No. 2019 – 25 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel explained this is a clean-up related to a previously approved annexation description which is considered not to be easily mapped using new technologies, and the Secretary of State recommends the adoption of a modern and accurate legal description. It was also noted this action does not change the annexation. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2019 – 25 was approved by unanimous vote.

PUBLIC COMMENTS

Following the regular agenda and a brief recess at 5:40 p.m., at approximately 5:45 p.m., Mayor Wilkerson opened the floor for any public comments about items not included on the agenda. John Melson spoke in favor of changing the meeting time to a later start time and submitting statements to the City for its permanent record with accessibility to keyword search online. Paul Carter discussed inevitability of the future of Bowling Green and encouraged fair, just, compassionate and forward thinking. He also urged the Board of Commissioners to lead first, follow only when innovation yields fruitful results, and never be dragged. Commissioner Beasley-Brown confirmed per

the City's meeting procedures any member of the Board of Commissioners or member of the public who reads a written statement at a regular meeting or special meeting may request at that meeting a copy of the written statement be included in the minutes. Mayor Wilkerson remarked if a statement wants to be included in the minutes it should be provided to the City Clerk.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 6:00 p.m. in closed session pursuant to KRS 61.810 (1) (b) and (c) as previously approved.

ADJOURNMENT

Once all discussion concluded and there being no further business to come before the Board of Commissioners, at approximately 6:40 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: February 19, 2019

APPROVED: Bruce Wilkerson
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson
City Clerk

Minutes prepared by City Clerk Ashley Jackson