

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held JANUARY 21, 2014**

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 January 21, 2014. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Commissioner Bill Waltrip, and Eagle Scout candidate Ben Guthrie with Boy Scout Troop 710 led the reciting of the Pledge of Allegiance. Assistant City Manager/City Clerk Katie Schaller called the roll, and the following members were present: Commissioner Joe W. Denning, Commissioner Melinda M. Hill, Commissioner Bill Waltrip, Commissioner Rick Williams and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS & RECOGNITIONS

Mayor Wilkerson announced the retirement of Animal Control Officer Roxie Ross with 9 years of service with the City.

CITY MANAGER

City Manager Kevin D. DeFebbo requested a closed session for the purpose of discussion which might lead to the discipline or dismissal of individual employees without restricting the employees' right to a public hearing if requested. Motion was made by Waltrip and seconded by Hill to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (f). Mayor Wilkerson called for roll call vote.

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

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

CDBG CONSOLIDATED PLAN UPDATE

Neighborhood and Community Services Director Brent Childers provided an overview of the public hearing held at 4:00 p.m. regarding the findings and recommendations for the Community Development Block Grant (CDBG) Entitlement Consolidated Plan. He unveiled the Five Year Consolidated Plan for 2014-2018 which would address the priority needs for 1) quality affordable housing, 2) neighborhood improvements, and 3) economic development. He recommended about 60% of the annual allocation of entitlement funding be used to reinvest in a local strategy area that would target subsets of Census tracts 101, 102, 103, 104, 105 and 112 (also referred to as the Bowling Green Reinvestment Area). Mr. DeFebbo indicated that a new strategy was submitted in this Plan which looked at expanding housing and addressing needs for public infrastructure on the west end of town instead of giving it all away to different organizational administrative needs.

In addition, Mr. Childers recommended retaining up to 20% of the annual allocation for administrative and planning costs which would include funding for fair housing education, and using the remaining 20% for community program needs. He requested feedback from the Board about the

mechanism to use for determining how to spend the 20% on community programs. Commissioner Waltrip suggested keeping the same process already in place that would include some kind of community input in the process through a Citizen Committee to make recommendations on how the money should be spent. Mayor Wilkerson suggested that the Board of Commissioners could take on that role versus appointing a group of citizens as a way to eliminate a layer of bureaucracy. Commissioner Hill preferred having a more diversified Citizen Committee involved. Commissioner Denning remarked that it was key to have citizen involvement in the process which should represent a cross section of the community.

With additional discussion, there was support expressed for the recommended allocation levels and a majority of the Board was in favor of some sort of community participation in the decision making process for funding community programs.

APPROVAL OF MINUTES

Minutes of Regular Meeting December 17, 2013

Minutes of the above-referenced meeting were distributed to the Board of Commissioners with the Agenda for their review. Motion was made by Denning and seconded by Hill 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, Hill, Waltrip, Williams and Wilkerson
 Voting Nay: None

Motion to approve the minutes of the regular meeting of December 17, 2013 was approved by unanimous vote.

PUBLIC COMMENTS

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

REGULAR AGENDA

ORDINANCE NO. BG2013 - 46

(Second Reading)

ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF A PORTION OF SMALLHOUSE ROAD FROM THE INTERSECTION OF CAVE MILL ROAD AND HUNTING CREEK DRIVE

Title and summary of Ordinance No. BG2013 - 46 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Waltrip for second reading of said Ordinance. Mayor Wilkerson asked for discussion, and with none, a roll call vote was taken.

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

Ordinance No. BG2013 - 46 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 1

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
RODDY GRIMES TO THE CONTRACTORS LICENSING BOARD

Summary of Municipal Order No. 2014 - 1 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for consideration of said Municipal Order. Mayor Wilkerson indicated this was an appointment to fill a vacancy to serve out the remainder of the unexpired term. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2014 - 1 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 2

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF
CHARLES "CHIP" WINGER, JR. TO THE GREENWAYS
COMMISSION OF BOWLING GREEN AND WARREN COUNTY

Summary of Municipal Order No. 2014 - 2 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Denning for consideration of said Municipal Order. Mayor Wilkerson indicated this was an appointment to fill a vacancy to serve out the remainder of the unexpired term. With no other discussion, a roll call vote was taken.

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

Municipal Order No. 2014 - 2 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 3

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2014-15 FOR POLICE DEPARTMENT AMMUNITION FROM
CRAIG'S FIREARM SUPPLY, INC. OF KNOXVILLE, TENNESSEE,
BUD'S POLICE SUPPLY OF LEXINGTON, KENTUCKY AND
KIESLER POLICE SUPPLY, INC. OF JEFFERSONVILLE, INDIANA
IN AN AMOUNT NOT TO EXCEED \$47,911.24

Summary of Municipal Order No. 2014 - 3 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 reviewed the need to purchase thirteen (13) different types of ammunition and recommended the bid awards based on lowest price. Police Chief Doug Hawkins responded to questions about the standard duty issue weapons and the ability for a Police Officer to select the firearm with the best fit. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2014 - 3 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 4

MUNICIPAL ORDER AUTHORIZING THE EXTENSION OF BID #2013-22 AS APPROVED BY MUNICIPAL ORDER NO. 2013-23 FOR UNIFORMS FOR THE POLICE DEPARTMENT FROM BLUEGRASS UNIFORMS, INC. AND NAT'S OUTDOOR SPORTS OF BOWLING GREEN, KENTUCKY

Summary of Municipal Order No. 2014 - 4 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for consideration of said Municipal Order. DeFebbo reviewed and recommended the one year contract extension to keep the same pricing for uniform needs for the Police Department. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2014 - 4 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 5

MUNICIPAL ORDER AUTHORIZING AND APPROVING THE SUBMITTAL OF A LOAN APPLICATION TO THE KENTUCKY INFRASTRUCTURE AUTHORITY (KIA) TO FUND RESERVOIR HILL PIPELINE REPLACEMENT IN THE AMOUNT OF \$1,120,000

Summary of Municipal Order No. 2014 - 5 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for consideration of said Municipal Order. DeFebbo explained that Bowling Green Municipal Utilities (BGMU) was requesting support to apply for a loan through KIA to complete a major water pipe replacement project on Reservoir Hill. Commissioner Williams, a BGMU Board member, noted that the pipes were a century old and needed to be replaced before issues start to arise. BGMU General Manager Mark Iverson described the proposed project which would address a main portion of piping on Reservoir Hill. He also noted that during the project, traffic patterns would be temporarily disrupted in the area. Mr. Iverson also confirmed that there would not be any impact to water bills because of this project. With no other discussion, a roll call vote was taken.

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

Municipal Order No. 2014 - 5 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 6

MUNICIPAL ORDER APPROVING THE 2014 REVISED EMERGENCY OPERATIONS PLAN (EOP) AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS TO CARRY OUT THIS APPROVAL

Summary of Municipal Order No. 2014 - 6 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 recommended approval of the administrative changes to the EOP provided by Warren County Emergency Management. Commissioner Hill remarked about the Emergency Operations Center (EOC) training and how impressed she was with the work of Emergency Management Director Ronnie Pearson. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2014 - 6 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 7

**MUNICIPAL ORDER APPROVING REVISIONS TO THE RISK
MANAGEMENT MANUAL FOR THE CITY OF BOWLING GREEN,
KENTUCKY**

Summary of Municipal Order No. 2014 - 7 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for consideration of said Municipal Order. DeFebbo expressed appreciation for staff's approach to managing risk and reaping rewards through savings on insurance premiums. He indicated that periodic review and revision was necessary to maintain a responsive Risk Management Manual, and he recommended its approval. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2014 - 7 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2014 - 8

**MUNICIPAL ORDER ACKNOWLEDGING MERGER OF
ADVANCED RECEIVABLES STRATEGY, INC. A/K/A PEROT
SYSTEMS REVENUE CYCLE SOLUTIONS, INC. INTO DELL
MARKETING, LP AND AUTHORIZING AN ASSIGNMENT OF
THE KENTUCKY JOBS DEVELOPMENT ACT CREDIT TO DELL
MARKETING, LP**

Summary of Municipal Order No. 2014 - 8 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for consideration of said Municipal Order. City Attorney Gene Harmon reviewed the prior incentive agreement which was approved in 2003 and provided for the return of 1% of the then 2% occupational license fee over a ten year period for the creation of new jobs. He reported that the original credit was never activated by Perot Systems. With the merger, Mr. Harmon explained that Dell Marketing would like to activate the credit to finish out the term of the original agreement and make it retroactive back to November 2012. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2014 - 8 was approved by unanimous vote.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 8:00 p.m. in closed session pursuant to KRS 61.810 (1) (f) as previously approved. Mr. DeFebbo confirmed that no action was expected to follow the discussion.

ADJOURNMENT

Once all discussion concluded in closed session and there being no further business to come before the Board of Commissioners, at approximately 9:30 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