

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held JANUARY 19, 2016**

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 January 19, 2016. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Commissioner Sue Parrigin, and all present recited the Pledge of Allegiance. Assistant City Manager/City Clerk Katie Schaller-Ward called the roll, and the following members were present: Commissioner Rick Williams, Commissioner Joe W. Denning, Commissioner Melinda M. Hill, Commissioner Sue Parrigin and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

AWARDS & RECOGNITIONS

Mayor Wilkerson praised the Bowling Green High School Football Team for its accomplishments this past year and proclaimed 2015 as the "Season of Bowling Green Purples Football." He encouraged everyone to congratulate all the members of the team and coaching staff. Coach Kevin Wallace expressed his appreciation and recognized each of the seniors on the team.

Following the public hearing, Mayor Wilkerson also congratulated Commissioner Parrigin for being named *Ambassador of the Year* by the Bowling Green Area Chamber of Commerce. He also thanked Commissioner Denning for assisting with the media coverage about the High Street and State Street High Schools' photo displays at the Bowling Green Community Center.

PUBLIC HEARING

Grants Coordinator Nick Cook conducted a public hearing for the purpose of receiving comments about the Annual Action Plan draft for the Year 13 Community Development Block Grant (CDBG) entitlement program. He outlined the national objections to be met with the use of the annual funding allocation and reviewed the planning and approval processes to determine how best to allocate the funds to be received. Mr. Cook also identified eligible and prohibited activities as well as previously funded activities. He reported the anticipated allocation amount for FY2017 was approximately \$518,000. At the request of Commissioner Parrigin, Mr. Cook described the CDBG funded fair housing program provided through the Human Rights Commission. He also confirmed performance measures were required for all approved programs/activities. Although there were no public comments during the public hearing, Mr. Cook stated the comment period would remain open through January 28th.

CITY MANAGER

City Manager Kevin D. DeFebbo requested a closed session for the purpose of discussion about proposed litigation against the City and proposed litigation on behalf of the City. Motion was made by Hill and seconded by Parrigin to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (c). Mayor Wilkerson called for roll call vote.

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

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

APPROVAL OF MINUTES

Minutes of Regular Meeting January 5, 2016

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 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: Williams, Denning, Hill, Parrigin and Wilkerson

Voting Nay: None

Motion to approve the minutes of the regular meeting of January 5, 2016 was approved by unanimous vote.

PUBLIC COMMENTS

Patricia Minter, representing the Bowling Green Fairness Coalition, urged the Board to adopt a fairness ordinance to protect members of the LGBT community. She also requested a response from the Board of Commissioners regarding this issue, particularly in light of the evidence previously presented by the Coalition to identify community support for such an ordinance. Mayor Wilkerson thanked Ms. Minter for her comments. He explained the process by which an ordinance could be placed on the agenda, and he stated the time on the agenda for public comments was simply for individuals to present issues and not for debate of those issues.

REGULAR AGENDA

ORDINANCE NO. BG2016 - 1

(Second Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 0.5176 ACRE FROM RM-3 (MULTI-FAMILY RESIDENTIAL) TO CB (CENTRAL BUSINESS) LOCATED AT 1202 STATE STREET, PRESENTLY OWNED BY VILSON AND ARIANA QEHAJA

Title and summary of Ordinance No. BG2016 - 1 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for second 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, Parrigin and Wilkerson

Voting Nay: None

Ordinance No. BG2016 - 1 was adopted by unanimous vote.

ORDINANCE NO. BG2016 - 2

(Second Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 7.63 ACRES FROM RS-1A (SINGLE FAMILY RESIDENTIAL) AND F

(FLOODPLAIN) TO PUD (PLANNED UNIT DEVELOPMENT) AND F (FLOODPLAIN) LOCATED AT 1128 CAVE MILL ROAD, PRESENTLY OWNED BY BOWLING GREEN SENIOR LIVING, LLC

Title and summary of Ordinance No. BG2016 - 2 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Parrigin for second 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, Parrigin and Wilkerson
Voting Nay: None

Ordinance No. BG2016 - 2 was adopted by unanimous vote.

ORDINANCE NO. BG2016 - 3

(Second Reading)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), SUBCHAPTER 2-6 (DEPARTMENT OF FINANCE) AND CHAPTER 25 (CODE OF ETHICS), SUBCHAPTER 25-12 (FINANCIAL DISCLOSURE) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES TO MAKE ADMINISTRATIVE REVISIONS

Title and summary of Ordinance No. BG2016 - 3 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Denning for second 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, Parrigin and Wilkerson
Voting Nay: None

Ordinance No. BG2016 - 3 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2016 - 11

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2016-18 FOR CISCO SECURITY EQUIPMENT FROM JBK NETWORK CONSULTING, LTD OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$100,021.28

Summary of Municipal Order No. 2016 - 11 was read by the Assistant City Manager/City Clerk. Motion was made by Denning and seconded by Hill for consideration of said Municipal Order. DeFebbo reviewed the recommended purchase to provide greater protection for the City's network system. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2016 - 11 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2016 - 12

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID
#2016-06 FOR FISCAL YEAR 2016 SIDEWALK CONSTRUCTION,
PHASE I FROM SCOTT & MURPHY, INC. OF BOWLING GREEN,
KENTUCKY IN THE AMOUNT OF \$206,392

Summary of Municipal Order No. 2016 - 12 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. As one of the Board's goals to build a more walkable community, DeFebbo recommended the bid award to construct approximately 2,500 feet of new sidewalk.

In response to questions from the Board about providing a prioritized list of the proposed locations for new sidewalks on the City's website, City Engineer Melissa Cansler confirmed the list has been posted in the past but the most recent ranking of projects was not currently posted. She explained the list of projects could be reprioritized each year based on the various criteria by which each location was ranked. Commissioner Williams said it would be helpful to make it available for the public. Mayor Wilkerson concurred and indicated that if the entire list could not be posted, at least provide the list of projects planned for that year and possibly the next year's priorities. Ms. Cansler agreed to follow up. She also commented about the work currently underway on Leaman Avenue and the need to close a portion of the road for about a month.

Once the discussion ended, a roll call vote was taken.

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

Municipal Order No. 2016 - 12 was approved by unanimous vote.

ORDINANCE NO. BG2016 - 4
(First Reading)
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TWO TRACTS OF LAND CONTAINING
0.3736 ACRE FROM LI (LIGHT INDUSTRIAL) TO RM-4 (MULTI-
FAMILY RESIDENTIAL) LOCATED AT 101 15TH AVENUE,
PRESENTLY OWNED BY PLAN B HOLDINGS, LLC

Title and summary of Ordinance No. BG2016 - 4 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Parrigin 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, Parrigin and Wilkerson
Voting Nay: None

First reading of Ordinance No. BG2016 - 4 was approved by unanimous vote.

ORDINANCE NO. BG2016 - 5
(First Reading)
ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER TWO TO
THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL
OPERATING BUDGET FOR FISCAL YEAR 2016

Title and summary of Ordinance No. BG2016 - 5 was read by the Assistant City Manager/City Clerk. Motion was made by Hill and seconded by Williams for first reading of said Ordinance. DeFebbo commented about the recommended amendments to the current year's operating budget. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2016 - 5 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2016 - 13

MUNICIPAL ORDER APPROVING TAX INCREMENT FINANCING (TIF) DISTRICT SUMMARY OF 2014 INCREMENTAL REVENUE AND AUTHORIZING DISTRIBUTIONS TO THE APPROPRIATE RECIPIENTS

Summary of Municipal Order No. 2016 - 13 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 provided an overview of the TIF distribution process whereby 80% of the incremental revenues collected goes back for the development and 20% is retained by the City. Chief Financial Officer (CFO) Jeff Meisel explained the calculations which were completed under the new rules of the most recently approved Revenue Sharing Agreement. He clarified one disbursement would be made to the Warren County Downtown Economic Development Authority and the Authority would be responsible for making sure each of the identified recipients received its share of the 80%.

City Attorney Gene Harmon responded to questions about access to records to confirm the appropriate parties received its payment. DeFebbo noted the City had two appointees on the Authority's Board of Directors, the City's CFO and Commissioner Hill. However, Commissioner Hill pointed out for the record that she has not yet been officially appointed to the Authority's Board of Directors by Warren County. Once all the discussion ended, a roll call vote was taken.

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

Municipal Order No. 2016 - 13 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2016 - 14

MUNICIPAL ORDER APPROVING THE PARKS AND RECREATION MASTER PLAN AS PREPARED BY PROFESSIONAL CONSULTANT BRANDSTETTER CARROLL, INC.

Summary of Municipal Order No. 2016 - 14 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 recounted the Master Plan draft was previously presented to the Board in November. Parks and Recreation Director Brent Belcher explained the process by which the Master Plan was developed. He also confirmed the mission statement was revised based on the Board's request during the presentation. DeFebbo indicated an implementation strategy would be discussed at the Board's upcoming Strategic Planning Session. Commissioner Williams commended Mr. Belcher

and all the folks who helped put the plan together. Mr. Belcher also confirmed the Plan was available on-line for public review. Commissioner Parrigin also praised the work done and for including citizen involvement. Following the discussion, a roll call vote was taken.

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

Municipal Order No. 2016 - 14 was approved by unanimous vote.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 5:15 p.m. in closed session pursuant to KRS 61.810 (1) (c) as previously approved.

ADJOURNMENT

Once all discussion concluded in closed session 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 2, 2016

APPROVED: Bruce Wilkerson
Mayor, Chairman of Board of Commissioners

ATTEST: Katie Schaller-Ward
City Clerk

Minutes prepared by Assistant City Manager/City Clerk Katie Schaller-Ward