

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held AUGUST 21, 2018**

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 August 21, 2018. Mayor Bruce Wilkerson called the meeting to order. An invocation was given by Commissioner Rick Williams, 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 Joe W. Denning, Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin, Commissioner Rick Williams and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

**AWARDS & RECOGNITIONS**

At the request of Mayor Wilkerson, County Attorney Amy Milliken explained a petition was recently filed with the Warren County Clerk's Office for a special election to allow alcohol sales and service in Warren County. Approximately 12,300 signatures are required to validate the petition by noon on August 24<sup>th</sup> to be included on the November 6<sup>th</sup> ballot for consideration. Currently, the unincorporated areas of Warren County are considered "dry" territory, while surrounding counties have gone "wet," which Ms. Milliken said was causing small businesses and event venues to suffer. Angie Mosely, owner of Highland Stables event venue, identified concerns with controlling the use and serving of alcohol at events as her business continues to grow. Ms. Milliken responded to questions about an unpublished opinion of the Kentucky Attorney General's Office which allows for electronic signatures to be used for the petition. Mayor Wilkerson pointed out the territory within Bowling Green city limits was already "wet," and Ms. Milliken indicated that would not be impacted by this petition. She confirmed this petition affected the unincorporated areas of Warren County, however all residents of Warren County, including those in incorporated cities within the County had a say in the outcome.

**PUBLIC HEARING**

As his last official act as the former Chief Financial Officer, City Manager Jeffery Meisel conducted a public hearing for the purpose of obtaining comments from residents regarding the proposed 2018 property tax rates. He reported total real estate property growth was 7.4%, with existing property growing by 4.5% and new property growth at 2.9%. Because the existing property growth exceeded 4.0%, he recommended an adjustment to the 2018 property tax rate to not exceed a 4% growth rate at \$0.205 per \$100 of assessed value. He noted the property tax rate has remained unchanged since 2008 through 2017 at \$0.206 for real estate and will continue to remain unchanged in 2018 for personal property at \$0.260. Mr. Meisel explained the requirement to hold a public hearing since the recommended real estate rate was higher than the calculated compensating rate of \$0.197. He also said property tax bills would be mailed once the tax rates are approved and payment would be due December 31, 2018 with a 10% penalty to be applied if not paid by that date. Mr. Meisel confirmed the City collects the Bowling Green Independent School District's property taxes for a fee, and Mayor Wilkerson reiterated that the City does not control the School's tax rate. He also remarked everyone's property tax is calculated based on the assessment value of real estate which was set by the Warren County Property Valuation Administrator, so if a tax bill reflects any other increase in taxes

due it would be based on a change in the property's assessment since the City's tax rate will reflect a slight decrease.

Since this is a public hearing, Mayor Wilkerson inquired if anyone from the public wished to speak on the issue. Jennifer Morlan asked what it would take to provide a 10% discount on property taxes for veterans. Mr. Meisel responded with information about a homestead exemption for seniors 65 years of age or older and an exemption for disabled persons. City Attorney Gene Harmon confirmed exemptions are established by State law and not a local decision. With no other public discussion, the public hearing was closed.

#### CITY MANAGER

Mr. Meisel requested a closed session for the purpose of discussion on the future acquisition of real property by the City as publicity would likely affect the value of the specific piece of property to be acquired for public use. Motion was made by Nash and seconded by Williams to convene in closed session following the regular meeting pursuant to KRS 61.810 (1) (b). Mayor Wilkerson called for roll call vote.

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

Motion to convene in closed session pursuant to KRS 61.810 (1) (b) was approved by unanimous vote. No action was planned to follow the discussion.

#### CITIZEN SURVEY PRESENTATION

At the request of Mr. Meisel, Executive Assistant/Public Information Officer Kim Lancaster provided a summary of the results of this year's citizen survey and its comparison to previous years. She reported the City conducts the survey with assistance from National Citizen Survey (NCS) every two years and has utilized NCS for the past six survey years. For this year's survey, 283 out of 1,800 households randomly selected to complete the on-line survey participated for a 17% response rate, which was up from 13% in 2016. Additionally, she stated an opt-in survey was offered for the second time which provided another 181 responses. Ms. Lancaster highlighted some of the more significant areas surveyed and indicated Bowling Green consistently ranked similar compared to the National average and to other comparable cities located in the Southern Region. She also confirmed the results of the survey were taken into consideration with future planning and resource allocation, performance measurement reporting, and for program and policy evaluation. Commissioner Williams inquired if the City was doing enough to promote everything we do and have to offer residents. Ms. Lancaster responded she has ramped up efforts to share more information through social media outlets in the last few months and continues to search for new avenues to share information.

#### APPROVAL OF MINUTES

##### Minutes of Regular Meeting August 7, 2018

Minutes of the above-referenced meeting were distributed to the Board of Commissioners with the Agenda for their 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: Denning, Nash, Parrigin, Williams and Wilkerson  
                          Voting Nay: None

Motion to approve the minutes of the regular meeting of August 7, 2018 was approved by unanimous vote.

REGULAR AGENDA

ORDINANCE NO. BG2018 - 34

(Second Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING 18.8426 ACRES FROM AG (AGRICULTURE) TO RS-1D (SINGLE FAMILY RESIDENTIAL) LOCATED AT IRIS HILL STREET AND SAGITTARIUS AVENUE, PRESENTLY OWNED BY GREGG REECE AND DENNIS AND LORI CAUSEY

Title and summary of Ordinance No. BG2018 - 34 was read by the Assistant City Manager/City Clerk. Motion was made by Nash 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: Denning, Nash, Parrigin, Williams and Wilkerson  
Voting Nay: None

Ordinance No. BG2018 - 34 was adopted by unanimous vote.

ORDINANCE NO. BG2018 - 35

(Second Reading)

ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF A PORTION OF CHESTNUT STREET RIGHT-OF-WAY LOCATED BETWEEN US-31W BYPASS AND BARREN RIVER

Title and summary of Ordinance No. BG2018 - 35 was read by the Assistant City Manager/City Clerk. Motion was made by Williams and seconded by Nash 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, Nash, Parrigin, Williams and Wilkerson  
Voting Nay: None

Ordinance No. BG2018 - 35 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 154

MUNICIPAL ORDER APPROVING THE PROMOTIONS OF PENNY L. BOWLES TO THE POSITION OF DEPUTY POLICE CHIEF, JOHN RICHARD WILLEY TO THE POSITION OF ASSISTANT POLICE CHIEF, ROBERT A. HANSEN TO THE POSITION OF POLICE CAPTAIN AND JACOB T. FORRESTER TO THE POSITION OF POLICE SERGEANT IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2018 - 154 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Meisel thanked recently retired Deputy Police Chief Melanie Watts for her years of service to the City. He explained Ms. Watts' retirement provided an opportunity for a string of promotions. Police Chief Doug Hawkins reviewed the qualifications and recommended each promotion. Following the discussion, a roll call vote was taken.

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

Municipal Order No. 2018 - 154 was approved by unanimous vote.

**ORDINANCE NO. BG2018 - 36**

**(First Reading)**

**ORDINANCE RELATING TO CLASSIFICATION/PAY SCHEDULES**

**ORDINANCE AMENDING THE CLASSIFICATION/PAY SCHEDULES "G" FOR GENERAL CLASSIFIED AND "D" FOR DEPARTMENT HEAD / MANAGEMENT EMPLOYEES OF THE CITY OF BOWLING GREEN FOR FISCAL YEAR 2019**

Title and summary of Ordinance No. BG2018 - 36 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for first reading of said Ordinance. Meisel indicated he was recommending some changes with positions that would cause amendments in two classification/pay schedules, and he asked Human Resources Director Michael Grubbs to explain the changes.

Since this was Mr. Grubbs last Board of Commissioners meeting before retiring at the end of this month, Mayor Wilkerson took the opportunity to express appreciation for Mr. Grubbs' 31 years of service to the City. Mr. Grubbs commented about taking pride in helping the organization and its employees through the years.

Mr. Grubbs outlined the recommended changes to establish a new combined position of Assistant City Manager/Chief Financial Officer and remove the position titles for Assistant City Manager/City Clerk and Chief Financial Officer in Schedule D, and re-establish the position of City Clerk and downgrade the position of Assistant City Clerk in Schedule G. He indicated with all of these changes, the City would save approximately \$80,000 in the first year. With no additional discussion, a roll call vote was taken.

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

First reading of Ordinance No. BG2018 - 36 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2018 - 155**

**MUNICIPAL ORDER APPROVING THE PROMOTION OF KATIE E. SCHALLER-WARD TO THE POSITION OF ASSISTANT CITY MANAGER / CHIEF FINANCIAL OFFICER (ACM/CFO) IN THE FINANCE DEPARTMENT**

Summary of Municipal Order No. 2018 - 155 was read by the Mayor. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel explained the process used to seek a new Chief Financial Officer following his promotion to City Manager. He recommended promoting Ms. Schaller-Ward to a new combined role of ACM/CFO and reviewed her qualifications. He indicated Ms. Schaller-Ward would retain portions of her current job duties as Assistant City Manager, such as preparing the annual operating budget, and moving the Office of Purchasing back under the Finance Department. When the discussion ended, a roll call vote was taken.

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

Municipal Order No. 2018 - 155 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 156

MUNICIPAL ORDER APPROVING THE PROMOTION OF ASHLEY  
D. JACKSON TO THE POSITION OF CITY CLERK IN THE OFFICE  
OF CITY MANAGER

Summary of Municipal Order No. 2018 - 156 was read by the Assistant City Manager/City Clerk. Motion was made by Williams and seconded by Nash for consideration of said Municipal Order. Based on the previous action, Meisel explained the City would transition back to having a separate position for City Clerk. He reviewed the qualifications and recommended Ms. Jackson for promotion. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 156 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 157

MUNICIPAL ORDER APPROVING THE PROMOTION OF  
MEGHAN R. VANMETER TO THE POSITION OF FINANCIAL  
SPECIALIST IN THE FINANCE DEPARTMENT

Summary of Municipal Order No. 2018 - 157 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. Meisel noted a recent retirement created an opening. He reviewed the qualifications and recommended the promotion of Ms. VanMeter. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 157 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 158

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF THERESA M. HENDRICK TO THE POSITION

OF OFFICE ASSOCIATE IN THE HUMAN RESOURCES AND RISK  
MANAGEMENT DEPARTMENT

Summary of Municipal Order No. 2018 - 158 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. At the request of the City Manager, Human Resources Director Michael Grubbs explained a reorganization in HR was completed following a vacancy in late December 2017. He reviewed the application process and qualifications of the recommended candidate for appointment. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 158 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 159

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2019-07 FOR CISCO EQUIPMENT FROM JBK NETWORK CONSULTING, LTD OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$182,986.21, AND FURTHER APPROVING THE TRADE-IN OF EXISTING EQUIPMENT IN THE AMOUNT OF \$3,180, FOR A TOTAL NET AMOUNT OF \$179,806.21

Summary of Municipal Order No. 2018 - 159 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel recommended the bid award for the second year of a two year plan to upgrade switches to increase network capacity. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 159 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 160

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2019-08 FOR PANASONIC CAMERA EQUIPMENT FROM JBK NETWORK CONSULTING, LTD OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$39,026.05

Summary of Municipal Order No. 2018 - 160 was read by the Assistant City Manager/City Clerk. Motion was made by Williams and seconded by Nash for consideration of said Municipal Order. Meisel recommended the bid award to replace 45 security cameras and purchase an additional recorder as part of the second year of a two year plan to upgrade the City's camera system. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 160 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 161

MUNICIPAL ORDER AUTHORIZING SOFTWARE SUBSCRIPTION SERVICES FROM TYLER TECHNOLOGIES, INC. IN THE AMOUNT OF \$123,966.21 FOR FISCAL YEAR 2019

Summary of Municipal Order No. 2018 - 161 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel recommended continuation of a software maintenance agreement for the City's Enterprise software, New World Systems (NWS). Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 161 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 162

MUNICIPAL ORDER APPROVING A CONTRACT THROUGH COOPERATIVE PURCHASE WITH SOFTWARE HOUSE INTERNATIONAL, INC. OF PISCATAWAY, NEW JERSEY UNDER KENTUCKY STATE PRICING CONTRACT FOR THE PURCHASE OF MICROSOFT EXCHANGE LICENSING IN THE AMOUNT OF \$40,329.10

Summary of Municipal Order No. 2018 - 162 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel reviewed the project to upgrade the City's email platform and recommended the software licensing purchase. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 162 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 163

MUNICIPAL ORDER APPROVING THE CONTINUATION OF AN AGREEMENT WITH WESTERN KENTUCKY UNIVERSITY FOR LEAF COMPOSTING SERVICES FOR FISCAL YEAR 2019 IN THE AMOUNT NOT TO EXCEED \$45,900

Summary of Municipal Order No. 2018 - 163 was read by the Assistant City Manager/City Clerk. Motion was made by Nash and seconded by Williams for consideration of said Municipal Order. Meisel reported the City picked up over 1,200 tons of leaves last season and received about \$3,000 back in revenues from composting by WKU. He recommended continuation of the agreement with WKU for another year at the same cost. Mayor Wilkerson pointed out this program also helps the City with its stormwater program by keeping leaves out of the storm sewer system. Following the discussion, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Williams and Wilkerson  
Voting Nay: None  
Municipal Order No. 2018 - 163 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 164

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2019-03 FOR DESIGN SERVICES FOR SHIVE LANE CORRIDOR IMPROVEMENTS FROM AMERICAN ENGINEERS, INC. OF GLASGOW, KENTUCKY IN THE AMOUNT OF \$85,800

Summary of Municipal Order No. 2018 - 164 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recounted the road improvement project for Shive Lane between Scottsville Road and Ken Bale Boulevard was approved in the FY2019 budget. Public Works Director Greg Meredith further described the capital project to include the installation of a roundabout at the intersection of Shive Lane and Ken Bale. He summarized the evaluation process and recommendation to select American Engineers for design services. Since all numbered roadways, such as US 231/Scottsville Road or US 31W Bypass were the State's responsibility, Mayor Wilkerson commented the City was trying to enhance traffic flow on roads it could control, like Shive Lane and Ken Bale. Once the discussion ended, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Williams and Wilkerson  
Voting Nay: None  
Municipal Order No. 2018 - 164 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 165

MUNICIPAL ORDER APPROVING THE SUBMISSION OF THE FISCAL YEAR 2018 SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION FOR THE HOUSING CHOICE VOUCHER PROGRAM

Summary of Municipal Order No. 2018 - 165 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel reviewed the submission for SEMAP certification for the 12<sup>th</sup> consecutive year as a requirement of the U.S. Department of Housing and Urban Development (HUD). Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Denning, Nash, Parrigin, Williams and Wilkerson  
Voting Nay: None  
Municipal Order No. 2018 - 165 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 166

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO AND ACCEPTANCE OF GRANT FUNDS FROM THE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE, OFFICE OF JUSTICE PROGRAMS FOR



FISCAL YEAR 2018 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FUNDS IN THE AMOUNT OF \$30,779

Summary of Municipal Order No. 2018 - 166 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. Meisel reviewed and recommended acceptance of the JAG funds which are split 50/50 with Warren County. He indicated the City would use its share to purchase in-car cameras for the Police Department. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 166 was approved by unanimous vote.

ORDINANCE NO. BG2018 - 37

(First Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 2.01 ACRES FROM AG (AGRICULTURE) AND RS-1A (SINGLE FAMILY RESIDENTIAL) TO RS-1A (SINGLE FAMILY RESIDENTIAL) LOCATED AT 0 GREENVIEW LANE, PRESENTLY OWNED BY SANDRA FRANKLIN

Title and summary of Ordinance No. BG2018 - 37 was read by the Assistant City Manager/City Clerk. Motion was made by Denning and seconded by Williams for first reading of said Ordinance. Mayor Wilkerson stated this rezoning was unanimously recommended for approval by the City-County Planning Commission. He asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2018 - 37 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 167

MUNICIPAL ORDER AUTHORIZING AND APPROVING A MAINTENANCE AGREEMENT FOR THE PUBLIC SAFETY MOBILE RADIO COMMUNICATIONS SYSTEM BETWEEN THE CITY OF BOWLING GREEN, WARREN COUNTY AND MOTOROLA SOLUTIONS, INC.

Summary of Municipal Order No. 2018 - 167 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel recounted the City partnered with Warren County a few years ago to replace the public safety radio system and create a Radio Agency through interlocal agreement to oversee the system implementation and maintenance. Police Chief Doug Hawkins, who also serves as the Radio Agency Vice Chair, summarized the components of the ten year maintenance agreement, which covers the radio infrastructure/equipment and provides biannual software upgrades. He said the annual costs would be split equally between the City and County over the 10 year period. Chief Hawkins

responded to questions about radio system access and user fees. Meisel noted the City has been charging itself user fees to cover the maintenance costs and to save money for future replacement needs. Commissioner Williams appreciated efforts to plan for future obsolescence. Once the discussion ended, a roll call vote was taken.

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

Municipal Order No. 2018 - 167 was approved by unanimous vote.

**ORDINANCE NO. BG2018 - 38**

**(First Reading)**

**ORDINANCE RELATING TO PROPERTY TAX RATES**

**ORDINANCE SETTING 2018 PROPERTY TAX RATES,  
FRANCHISE TAX RATES AND IMPROVEMENT ASSESSMENT  
RATES, AND SETTING FORTH GUIDELINES FOR PAYMENT,  
PENALTY AND INTEREST**

Title and summary of Ordinance No. BG2018 - 38 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for first reading of said Ordinance. Mayor Wilkerson indicated the public hearing was held at the beginning of the meeting to present the recommended real estate property tax rate of \$0.205, which was a slight decrease from the 2017 rate of \$0.206, and personal property tax rate of \$0.260, which remained the same as the previous year's rate. He asked for any additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2018 - 38 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2018 - 168**

**MUNICIPAL ORDER DESIGNATING AND AUTHORIZING CITY  
OFFICIALS TO EXECUTE CHECKS AND TO OPEN NEW  
INVESTMENT ACCOUNTS ON BEHALF OF THE CITY OF  
BOWLING GREEN**

Summary of Municipal Order No. 2018 - 168 was read by the Assistant City Manager/City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Meisel explained that based on earlier actions taken regarding changes in positions and job titles, it was necessary to update the City's designated signatory authorities. He confirmed the City Manager, Assistant City Manager/Chief Financial Officer and the Assistant Chief Financial Officer responsible for revenues would be the three authorized signatures for bank and investment accounts. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 168 was approved by unanimous vote.

PUBLIC COMMENTS

Following a brief recess at the conclusion of the regular agenda, Mayor Wilkerson opened the floor for any public comments about items not included on the agenda. Diana Harper urged the Board to consider expanding transportation services, particularly in the Lovers Lane area and in the evenings for people who depend on public transportation when they get off from work to find their way home. Jennifer Morlan said the City needed to pass the Landlord – Tenant Act to protect tenants and get landlords to fix problems. She asked for one of the elected officials to work with her on passing this legislation.

CLOSED SESSION

Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 6:15 p.m. in closed session pursuant to KRS 61.810 (1) (b) 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 6:30 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: September 4, 2018

APPROVED: Bruce Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson  
City Clerk

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