

**MINUTES of SPECIAL MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held SEPTEMBER 26, 2018**

The Board of Commissioners of the City of Bowling Green, Kentucky met in special session in the Commission Chamber of City Hall, Bowling Green, Kentucky at 4:30 p.m. on September 26, 2018. Mayor Bruce Wilkerson called the meeting to order. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Rick Williams, Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

Mayor Bruce Wilkerson recognized recently appointed Human Resources Director Erin Hulsey.

**APPROVAL OF MINUTES**

Minutes of Regular Meeting September 4, 2018

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

Motion to approve the minutes of the regular meeting of September 4, 2018 was approved by unanimous vote.

**SPECIAL AGENDA**

**ORDINANCE NO. BG2018 - 39  
(Second Reading)**

**ORDINANCE REZONING REAL ESTATE**

**ORDINANCE REZONING A TRACT OF LAND CONTAINING  
1.799 ACRES FROM GB (GENERAL BUSINESS) TO LI (LIGHT  
INDUSTRIAL) LOCATED AT 140 HUNTER COURT, PRESENTLY  
OWNED BY ROSE VALLEY BANQUET HALL, LLC**

Title and summary of Ordinance No. BG2018 - 39 was read by the 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: Williams, Denning, Nash, Parrigin and Wilkerson  
                  Voting Nay: None

Ordinance No. BG2018 - 39 was adopted by unanimous vote.

**ORDINANCE NO. BG2018 - 40  
(Second Reading)**

**ORDINANCE AMENDING CODE OF ORDINANCES**

ORDINANCE AMENDING CHAPTERS 2 (ADMINISTRATION), 18 (OCCUPATIONAL LICENSE FEES AND TAXES) AND 25 (CODE OF ETHICS) OF THE CITY OF BOWLING GREEN CODE OF ORDINANCES TO REFLECT CHANGES IN ORGANIZATIONAL STRUCTURE

Title and summary of Ordinance No. BG2018 - 40 was read by the City Clerk. Motion was made by Williams 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, Nash, Parrigin and Wilkerson  
                          Voting Nay: None

Ordinance No. BG2018 - 40 was adopted by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 184

MUNICIPAL ORDER APPROVING THE PROMOTION OF JEREMY OWENS TO THE POSITION OF HEAVY EQUIPMENT OPERATOR IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2018 - 184 was read by the City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. At the request of the City Manager, Parks and Recreation Director Brent Belcher reviewed and recommended the promotion. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 184 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 185

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF ROBERT DEANE AND APPOINTMENTS OF CATHY PALMER AND DR. RICHARD MILLER TO THE HUMAN RIGHTS COMMISSION

Summary of Municipal Order No. 2018 - 185 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for consideration of said Municipal Order. Mayor Wilkerson recommended the reappointment and appointments. With no other discussion, a roll call vote was taken.

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

Municipal Order No. 2018 - 185 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 186

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2019-13 FOR FULL SERVICE DESIGN FOR LOVERS LANE FIRE

STATION FROM RENAISSANCE GROUP, INC. OF LAKELAND,  
TENNESSEE IN THE AMOUNT OF \$172,150

Summary of Municipal Order No. 2018 - 186 was read by the City Clerk. Motion was made by Nash and seconded by Williams for consideration of said Municipal Order. Mr. Meisel recommended the bid award for the design of a new fire station to be located on Lovers Lane. Commissioner Parrigin asked if the disc golf course would be affected and Parks and Recreation Director Brent Belcher confirmed it would affect hole #18 but explained it would be reconstructed in another location. Also, there was discussion about the scoring of evaluated bids and it was determined staff would include additional information in future agenda packets. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 186 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 187

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2019-23 FOR THE PURCHASE OF THREE (3) JOHN DEERE MOWERS FOR THE PUBLIC WORKS OPERATIONS DIVISION FROM WRIGHT IMPLEMENT 1, LLC OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$30,224.28

Summary of Municipal Order No. 2018 - 187 was read by the City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Meisel reviewed and recommended the bid award. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 187 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 188

MUNICIPAL ORDER AUTHORIZING A SUBRECIPIENT AGREEMENT BETWEEN THE CITY OF BOWLING GREEN AND BOWLING GREEN HUMAN RIGHTS COMMISSION FOR YEAR 15 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDING IN THE AMOUNT OF \$33,000

Summary of Municipal Order No. 2018 - 188 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for consideration of said Municipal Order. Meisel recounted the Year 15 Annual Action Plan which was previously approved and explained the purpose of the program. He also reported the City was waiting on approval from Housing and Urban Development (HUD) for funding. In response to a question from Commissioner Denning, Neighborhood and Community Services Director Brent Childers explained the agreement is pending award for federal funding, however the City is recommending the approval of funds for the Human Rights Commission. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                      Voting Nay: None  
Municipal Order No. 2018 - 188 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2018 - 189

MUNICIPAL ORDER APPROVING AND RATIFYING ACTIONS OF  
THE NEIGHBORHOOD AND COMMUNITY SERVICES  
DEPARTMENT TO ACCEPT AWARD OF FIVE (5) VETERANS  
AFFAIRS SUPPORTIVE HOUSING VOUCHERS FOR THE  
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

Summary of Municipal Order No. 2018 - 189 was read by the City Clerk. Motion was made by Nash and seconded by Denning for consideration of said Municipal Order. Meisel recommended the acceptance of five (5) Veterans Affairs Supportive Housing Vouchers for homeless veterans and explained the City now has a total of 616 housing vouchers. Neighborhood and Community Services Director Brent Childers clarified the vouchers are specifically for homeless veterans and there is an available list of eligible recipients. He also explained the partnership with the Veterans Affairs in which they provide case management services, and confirmed the City now has a total of ten (10) housing vouchers for veterans. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea: Williams, Denning, Nash, Parrigin and Wilkerson  
                      Voting Nay: None  
Municipal Order No. 2018 - 189 was approved by unanimous vote.

ORDINANCE NO. BG2018 - 41

(First Reading)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A PORTION OF A TRACT OF LAND  
CONTAINING 0.8819 ACRE FROM LI (LIGHT INDUSTRIAL) TO  
HB (HIGHWAY BUSINESS) LOCATED AT 112 W. 10<sup>TH</sup> AVENUE,  
PRESENTLY OWNED BY HOPE HOUSE MINISTRIES, INC. C/O  
BRYAN LEWIS

Title and summary of Ordinance No. BG2018 - 41 was read by the City Clerk. Motion was made by Parrigin and seconded by Nash for first reading of said Ordinance. Mayor Wilkerson stated this rezoning was unanimously recommended for approval by the City-County Planning Commission. In response to a question from Commissioner Nash, City-County Planning Commission Director Ben Peterson confirmed it is acceptable for a building to be split zoned. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2018 - 41 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2018 - 190**

**MUNICIPAL ORDER APPROVING A KENTUCKY INFRASTRUCTURE AUTHORITY (KIA) FIRST SUPPLEMENTAL ASSISTANCE AGREEMENT IN THE AMOUNT OF \$740,000 TO AN EXISTING KIA LOAN FOR THE BOWLING GREEN MUNICIPAL UTILITIES (BGMU) WATER TREATMENT PLANT EXPANSION**

Summary of Municipal Order No. 2018 - 190 was read by the City Clerk. Motion was made by Williams and seconded by Nash for consideration of said Municipal Order. Meisel explained BGMU previously received a KIA loan for the water treatment plant expansion in the amount of \$3,800,000 and now recommends the approval of an additional \$740,000 for additional engineering services. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 190 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2018 - 191**

**MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT AGREEMENT WITH PRECISION STRIP, INC.**

Summary of Municipal Order No. 2018 - 191 was read by the City Clerk. Motion was made by Parrigin and seconded by Williams for consideration of said Municipal Order. Assistant City Manager/Chief Financial Officer Katie Schaller-Ward reported Precision Strip, Inc. previously applied for State incentives under the Kentucky Business Investment (KBI) program which required a 1% City withholding credit, and following an extension, requested an amendment for an expansion. She reviewed the incentive agreement which is estimated to create 31 new jobs with a total capital investment estimated at \$31.7 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 \$182,250 over a ten (10) year period, and the City would receive withholdings fees in the amount of \$154,910. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2018 - 191 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2018 - 192**

**MUNICIPAL ORDER ACCEPTING AND RATIFYING ACTIONS OF CITY OFFICIALS IN EXECUTING A GRANT AGREEMENT AMONG THE BOWLING GREEN-WARREN COUNTY REGIONAL AIRPORT BOARD, THE CITY OF BOWLING GREEN, WARREN COUNTY AND THE FEDERAL AVIATION ADMINISTRATION TO INSTALL PERIMETER FENCING AT THE AIRPORT**

Summary of Municipal Order No. 2018 - 192 was read by the City Clerk. Motion was made by Parrigin and seconded by Denning for consideration of said Municipal Order. Meisel recommended this grant agreement where the Regional Airport applied for and received grant funding from the FAA for perimeter fencing, with the required match amount to be paid by the State (10%), County (2.5%) and City (2.5%). He indicated the City's share was \$50,585.25. Mayor Wilkerson explained due to the restricted deadline, he signed the agreement prior to approval. With no further discussion, a roll call vote was taken.

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

Municipal Order No. 2018 - 192 was approved by unanimous vote

**ORDINANCE NO. BG2018 - 42**

**(First Reading)**

**ORDINANCE ANNEXING PROPERTY BY CONSENT**

**ORDINANCE ANNEXING 9.62 ACRES OF PROPERTY LOCATED AT 0 MORGANTOWN ROAD, WITH PROPERTY PRESENTLY OWNED BY SEVENPLUS, LLC AND 2.18 ACRES OF RIGHT-OF-WAY, FOR A TOTAL OF 11.80 ACRES WITH SAID TERRITORY BEING CONTIGUOUS TO EXISTING CITY LIMITS, APPROVING THE ADDITION OF THIS LOCATION TO THE TARGET ANNEXATION AREA MAP AND FURTHER APPROVING AN ASSOCIATED ECONOMIC DEVELOPMENT ANNEXATION INCENTIVE AGREEMENT**

Title and summary of Ordinance No. BG2018 - 42 was read by the City Clerk. Motion was made by Nash and seconded by Parrigin for first reading of said Ordinance. Meisel noted this was a voluntary annexation including an Associated Economic Development Annexation Incentive Agreement. Neighborhood and Community Services Director Brent Childers recommended the annexation and explained it was a new development consisting of commercial and residential uses. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First reading of Ordinance No. BG2018 - 42 was approved by unanimous vote.

**ADJOURNMENT**

This being a special meeting and with no further business to come before the Board of Commissioners, at approximately 5:05 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: October 16, 2018

APPROVED: Brian Williams  
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson  
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*