

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held December 17, 2024**

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 December 17, 2024. Mayor Todd Alcott called the meeting to order. Crossland Community Church Senior Pastor Gregg Farrell provided the invocation and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown and Mayor Todd Alcott. There was a full quorum of the Board of Commissioners.

**CITY MANAGER**

Downtown Development Coordinator Telia Butler acknowledged more than a dozen businesses who made donations to City hosted events and programs since August, and those events included Fountain Row Friday concerts, Scare on the Square, Downtown BGKY Harvest Festival, Downtown Duck Drop and Downtown BGKY Lights Up.

City Manager Jeffery B. Meisel reminded the audience to sign-up in the back of the Commission Chamber in order to speak during public comments.

He also recognized the Kiwanis Club for its generous donation of \$12,556 to the City's nonprofit organization A BETTER BGKY, to be used for the Parks and Recreation Department, Adaptive Recreation Division for special programs and events. Gary Reckart of the Kiwanis Club made remarks and thanked the Parks and Recreation Department for all its work.

**APPROVAL OF MINUTES**

Regular Meeting December 3, 2024.

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

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Motion to approve the minutes of the regular meeting of December 3, 2024 was approved by unanimous vote.

**REGULAR AGENDA**

**MUNICIPAL ORDER NO. 2024 – 285**

**MUNICIPAL ORDER APPROVING THE PROMOTIONS OF EMILY CREWS TO THE POSITION OF OFFICE ASSOCIATE II IN THE PARKS AND RECREATION DEPARTMENT AND KIMBERLY WILHELM TO THE POSITION OF OFFICE ASSOCIATE II IN THE PUBLIC WORKS DEPARTMENT**

Summary of Municipal Order No. 2024 – 285 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Parks and Recreation Director Brent Belcher reviewed and recommended the promotion of Emily Crews to Office Associate II in the Parks and Recreation Department, and Environmental Manager Matt Powell reviewed and recommended the promotion of Kimberly Wilhelm to Office Associate II in the Public Works Department, Fleet Division. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 285 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 286

MUNICIPAL ORDER ACCEPTING THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE PERIOD ENDED JUNE 30, 2024 AS PREPARED BY THE DEPARTMENT OF FINANCE AND AUDITED BY CHERRY BEKAERT LLP

Summary of Municipal Order No. 2024 – 286 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Audit Committee Chair Pamela Napier reported Cherry Bekaert LLP had given an unmodified and clean opinion, with no material weaknesses or deficiencies, and the financial report fairly represented the City’s financial position. Additionally, she stated the overall net position increased by 22%, largely due to construction, acquisition of infrastructure assets and reduction of the pension liability. Net pension liability decreased by \$15 million, or 13%, which were figures determined by the State. The overall Fund Balance totaled \$145.4 million and the General Fund balance increased by \$6.3 million, or 15%. Following some accolades to the Audit Committee and staff, Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 286 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 287

MUNICIPAL ORDER ACCEPTING THE INTER-MODAL TRANSPORTATION AUTHORITY, INC. FINANCIAL STATEMENTS ENDING JUNE 30, 2024

Summary of Municipal Order No. 2024 – 287 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended acceptance of the Inter-Modal Transportation Authority, Inc. Financial Statements ending June 30, 2024, as required by the Interlocal Agreement. Bowling Green Area Chamber of Commerce Chief Operating Officer/Chief Financial Officer Meredith Rozanski thanked the City for all its support and provided an overview of the latest activity in the Kentucky Transpark. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 287 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 288

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD THROUGH THE KENTUCKY ECONOMIC DEVELOPMENT CABINET 2024 GOVERNMENT RESOURCES ACCELERATING NEEDED TRANSFORMATION PROGRAM IN THE AMOUNT OF \$3,276,000 FOR THE BARREN RIVER WHITEWATER PARK PROJECT

Summary of Municipal Order No. 2024 – 288 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended approval and acceptance of a grant through the Kentucky Economic Development Cabinet 2024 Government Resources Accelerating Needed Transformation Program in the amount of \$3,276,000 for the Barren River Whitewater Park project, with a 5% local match. He added the grant award would be used by the City for matching funds. Following some discussion regarding safety factors, Neighborhood and Community Services Director Brent Childers indicated safety measures were considered and a safe access to the water was the primary focus. He added the construction features would provide a safe place for water activities and even changing the flow dynamics of the river would be helpful in keeping the water safe. Once discussion ended, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 288 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 289

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD FOR FUNDING THROUGH THE KENTUCKY ECONOMIC DEVELOPMENT CABINET 2024 GOVERNMENT RESOURCES ACCELERATING NEEDED TRANSFORMATION PROGRAM IN THE AMOUNT OF \$285,298 FOR THE SCOTTSVILLE ROAD SHARED-USE PATH PROJECT

Summary of Municipal Order No. 2024 – 289 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended approval and acceptance of a grant through the Kentucky Economic Development Cabinet 2024 Government Resources Accelerating Needed Transformation Program in the amount of \$285,298 for the Scottsville Road shared-use path project, with matching funds up to \$71,325, or 4%. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 289 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 290

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD THROUGH THE KENTUCKY ECONOMIC DEVELOPMENT CABINET 2024 GOVERNMENT RESOURCES ACCELERATING NEEDED TRANSFORMATION PROGRAM IN

THE AMOUNT OF \$225,000 FOR THE JENNINGS CREEK  
GREENWAY PROJECT

Summary of Municipal Order No. 2024 – 290 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended approval and acceptance of a grant through the Kentucky Economic Development Cabinet 2024 Government Resources Accelerating Needed Transformation Program in the amount of \$225,000 for the Jennings Creek Greenway project, with matching funds up to \$75,000, or 5%. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 290 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 291

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A  
GRANT AWARD FROM THE U.S. DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT FOR COMMUNITY DEVELOPMENT  
BLOCK GRANT DISASTER RECOVERY FUNDS IN THE AMOUNT  
OF \$3,850,000 TO ADDRESS STORMWATER ISSUES ALONG  
CHESTNUT STREET

Summary of Municipal Order No. 2024 – 291 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended approval and acceptance of a grant from the U.S. Department of Housing and Urban Development for Community Development Block Grant Disaster Recovery Funds in the amount of \$3,850,000 to address stormwater issues along Chestnut Street, with no matching funds required. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None

Municipal Order No. 2024 – 291 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 292

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A  
GRANT APPLICATION TO THE U.S. DEPARTMENT OF  
HOMELAND SECURITY THROUGH THE FEDERAL EMERGENCY  
MANAGEMENT AGENCY (FEMA) ASSISTANCE TO  
FIREFIGHTERS GRANT PROGRAM IN AN AMOUNT UP TO  
\$315,838.39 FOR TRAINING, CANCER SCREENING, AND  
EQUIPMENT FOR THE FIRE DEPARTMENT

Summary of Municipal Order No. 2024 – 292 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended the submission of a grant application to the U.S. Department of Homeland Security through the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant Program in an amount up to \$315,838.39 for training, cancer screening and equipment for the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
Voting Nay: None  
Municipal Order No. 2024 – 292 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 293

MUNICIPAL ORDER AUTHORIZING AND DIRECTING THE  
MAYOR TO ENTER INTO GRANT AGREEMENTS FOR FLEXIBLE  
NEIGHBORHOOD GRANTS WITH VARIOUS ORGANIZATIONS

Summary of Municipal Order No. 2024 – 293 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended approval of two (2) Flexible Neighborhood Grants with Crossridge Preservation Association in the amount of \$1,800 and ReTree BG in the amount of \$7,500. Neighborhood Services Coordinator Karen Foley was recognized for her 29 years of service to the City, and congratulated on her upcoming retirement. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
Voting Nay: None  
Municipal Order No. 2024 – 293 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 294

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING A  
PROPOSAL FOR AN AUDIO/VISUAL PROJECT AT FIRE STATION  
#5 AND TRAINING CENTER FROM REXING CONSULTING  
GROUP, LLC OF ALVATON, KENTUCKY RELATED TO A  
REQUEST FOR PROPOSALS, RFP #2025-19, IN AN AMOUNT NOT  
TO EXCEED \$196,152

Summary of Municipal Order No. 2024 – 294 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended a proposal for an audio/visual project at Fire Station #5 and Training Center from Rexing Consulting Group, LLC related to RFP #2025-19 in an amount not to exceed \$196,152. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
Voting Nay: None  
Municipal Order No. 2024 – 294 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 295

MUNICIPAL ORDER AUTHORIZING AN AMENDMENT TO THE  
CONTRACT AND CHANGE ORDER WITH MKSK, INC. OF  
LOUISVILLE, KENTUCKY FOR ENGINEERING/DESIGN SERVICES  
FOR THE RIVERFRONT PARK PROJECT IN THE AMOUNT OF  
\$1,100,000, FOR A TOTAL PROJECT COST NOT TO EXCEED  
\$1,508,600

Summary of Municipal Order No. 2024 – 295 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed

and recommended an amendment to the contract and change order with MKSK, Inc. for engineering/design services for the Riverfront Park project in an amount not to exceed \$1,100,000, for a total project cost not to exceed \$1,508,600. Neighborhood and Community Services Director Brent Childers explained the change order was due to the fact the City was not certain on the amount of funding needed, and stated the change order would include completion of all design and construction administration for Phase I and II and preliminary design for Phase III. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
Voting Nay: None

Municipal Order No. 2024 – 295 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 296

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING PROPOSALS FROM AU ASSOCIATES, INC. OF LEXINGTON, KENTUCKY, WABUCK DEVELOPMENT COMPANY, INC. OF LEITCHFIELD, KENTUCKY AND LIVE THE DREAM DEVELOPMENT, INC. OF BOWLING GREEN, KENTUCKY RELATED TO REQUEST FOR PROPOSALS FOR THE BOWLING GREEN HOUSING RECOVERY PROGRAM, AN AFFORDABLE HOUSING FUNDING OPPORTUNITY, RFP #2024-29, IN A TOTAL AMOUNT NOT TO EXCEED \$2,000,000

Summary of Municipal Order No. 2024 – 296 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended proposals from AU Associates, Inc., Wabuck Development Company, Inc. and Live the Dream Development, Inc. related to RFP #2024-29 for Bowling Green Housing Recovery Program, an affordable housing funding opportunity through the American Rescue Plan Act (ARPA), in a total amount not to exceed \$2,000,000. He added, the funding was anticipated to create a total of 193 housing units. Following questions, it was clarified additional funding sources were made available to the developers to create all the housing units. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
Voting Nay: None

Municipal Order No. 2024 – 296 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 297

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2025-14 FOR THE PURCHASE OF A GENERATOR AND INSTALLATION AT F.O. MOXLEY COMMUNITY CENTER FROM YOUNGS ELECTRIC HEATING & COOLING, INC. OF SCOTTSVILLE, KENTUCKY IN AN AMOUNT NOT TO EXCEED \$277,500

Summary of Municipal Order No. 2024 – 297 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended the approval of Bid #2025-14 for the purchase of a generator and installation at F.O. Moxley Community Center from Youngs Electric Heating & Cooling, Inc. in an amount not to exceed \$277,500. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 297 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 298

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2025-18 FOR THE PURCHASE OF CHEMICALS AND FERTILIZERS FOR THE PARKS AND RECREATION DEPARTMENT FROM VARIOUS VENDORS IN AN AMOUNT NOT TO EXCEED \$175,000

Summary of Municipal Order No. 2024 – 298 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended the approval of Bid #2025-18 for the purchase of chemicals and fertilizers for the Parks and Recreation Department from various vendors in an amount not to exceed \$175,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 298 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 299

MUNICIPAL ORDER AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH SCOTT & RITTER, INC. OF BOWLING GREEN, KENTUCKY FOR DEMOLITION AND SINKHOLE REPAIR SERVICES IN THE AMOUNT OF \$55,286.58, FOR A TOTAL PROJECT COST OF \$185,286.58

Summary of Municipal Order No. 2024 – 299 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel recommended the approval of a change order to the contract with Scott & Ritter, Inc. for demolition and sinkhole repair services in the amount of \$55,286.58 for a total project cost of \$185,286.58. It was explained the change order was due to a recent expensive sinkhole repair on Singletree Way. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 299 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 300

MUNICIPAL ORDER APPROVING FISCAL YEAR 2025 PARKS AND RECREATION FEES

Summary of Municipal Order No. 2024 – 300 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval of Fiscal Year 2025 Parks and Recreation fees. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 300 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 301

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF MAC JEFFERSON TO SERVE ON THE INTER-MODAL TRANSPORTATION AUTHORITY, INC. BOARD OF DIRECTORS, AND AUTHORIZING THE SUBMISSION OF NOMINATION TO THE WARREN COUNTY JUDGE EXECUTIVE

Summary of Municipal Order No. 2024 – 301 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Mayor Alcott recommended the reappointment of Mac Jefferson to the Inter-Modal Transportation Authority, Inc. Board of Directors and submission of the nomination to the Warren County Judge Executive. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 301 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 302

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF BEN BRUNI AS AN ALTERNATE MEMBER TO THE CITY OF BOWLING GREEN CODE ENFORCEMENT AND NUISANCE BOARD

Summary of Municipal Order No. 2024 – 302 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Ben Bruni as an alternate member to the City of Bowling Green Code Enforcement and Nuisance Board. He asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 302 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2024 – 303

MUNICIPAL ORDER APPROVING THE REAPPOINTMENT OF BENNY STOFER TO THE CITY OF BOWLING GREEN BOARD OF ETHICS

Summary of Municipal Order No. 2024 – 303 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the reappointment of Benny Stofer to the City of Bowling Green Board of Ethics. He asked for additional discussion, and with none, a roll call vote was taken.


ROLL CALL:           Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott  
                          Voting Nay: None  
Municipal Order No. 2024 – 303 was approved by unanimous vote.



ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:45 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: January 7, 2025

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST: Hope Spillow  
Assistant City Clerk

*Minutes prepared by City Clerk Ashley Jackson*