

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held January 21, 2025**

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 21, 2025. Mayor Todd Alcott called the meeting to order. Fred Williams 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 Carlos Bailey, Commissioner Dana Beasley-Brown, Commissioner Melinda Hill, Commissioner Sue Parrigin and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

**AWARDS AND RECOGNITIONS**

The Bowling Green High School and Junior High School Cheerleaders were recognized on winning back-to-back state championship titles.

**CITY MANAGER**

City Manager Jeffery B. Meisel acknowledged Benefits Manager Kirsten Homer on achieving the Society for Human Resources Management Certified Professional (SHRM-CP) certification.

He also reminded the audience to sign-up in the back of the Commission Chamber in order to speak during public comments.

A closed session was requested for the purpose of the board meeting to conduct a performance evaluation of the city manager. Motion was made by Hill and seconded by Parrigin to convene in closed session following the regular meeting pursuant to KRS 83A.150 (4) (d). Mayor Alcott called for a roll call vote.

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

Motion to convene in closed session pursuant to KRS 83A.150 (4) (d) was approved by unanimous vote.

South Central Workforce Development Board Vice President of Operations and Special Projects Brian Becker and President/CEO Jon Sowards provided a recap of the 2024 performance on the New American Workforce Navigator. Career opportunities and employer engagement statistics were reviewed.

**APPROVAL OF MINUTES**

Regular Meeting January 7, 2025.

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 Parrigin to approve said minutes. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Motion to approve the minutes of the regular meeting of January 7, 2025 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2025 – 19

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF KYLE HUNT TO THE POSITION OF CITY ENGINEER IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2025 – 19 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointment of Kyle Hunt to City Engineer in the Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 19 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 20

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF AIDAN MICHAEL TO THE POSITION OF COMMUNICATIONS DISPATCHER I IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 20 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Human Resources Manager Lori Gray reviewed and recommended the appointment of Aiden Michael to Communications Dispatcher I in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 20 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 21

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF JOSHUA LEE TO THE POSITION OF CREW LEADER IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2025 – 21 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources Manager Tiara Britt reviewed and recommended the appointment of Joshua Lee to Crew Leader in the Parks and Recreation Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 21 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 22

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF CAROLINA NG TO THE POSITION OF OFFICE ASSOCIATE I IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2025 – 22 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Human Resources Manager Tiara Britt reviewed and recommended the appointment of Carolina Ng to Office Associate I in the Parks and Recreation Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 22 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 23

MUNICIPAL ORDER APPROVING THE PURCHASE OF FITNESS EQUIPMENT FOR THE PUBLIC SAFETY TRAINING CENTER IN THE AMOUNT OF \$142,189.25 WITH DESIGN2WELLNESS LLC THROUGH OMNIA PARTNERS AND SOURCEWELL COOPERATIVE PURCHASING CONTRACTS

Summary of Municipal Order No. 2025 – 23 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel recommended the purchase of fitness equipment for the Public Safety Training Center in the amount of \$142,189.25 with Design2Wellness LLC through Omnia Partners and Sourcewell Cooperative Purchasing Contracts. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 23 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 24

MUNICIPAL ORDER ACCEPTING AND APPROVING REVISIONS TO THE COMPUTER PROCEDURES AND ETHICS POLICY

Summary of Municipal Order No. 2025 – 24 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Meisel recommended the approval of the revisions to the Computer Procedures and Ethics Policy for the Information Technology Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 24 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 25

MUNICIPAL ORDER APPROVING CONSTRUCTION AND  
ACCEPTING MAINTENANCE OF GREYSTONE SUBDIVISION  
SECTION 19

Summary of Municipal Order No. 2025 – 25 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended approval and acceptance of construction and maintenance of 1,330 linear feet of roadway and associated sidewalk and storm sewer in the Greystone Subdivision Section 19. It was said the specifications met all standards by the City-County Planning Commission and City Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 25 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 26

MUNICIPAL ORDER APPROVING CONSTRUCTION AND  
ACCEPTING MAINTENANCE OF KENTUCKY TRIMODAL  
TRANSPARK SUBDIVISION SECTION 2, LOT 11

Summary of Municipal Order No. 2025 – 26 was read by the City Clerk. Motion was made by Bailey and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval and acceptance of construction and maintenance of 250 linear feet of roadway and associated sidewalk and storm sewer in the Kentucky Trimodal Transpark Subdivision Section 2, Lot 11. It was said the specifications met all standards by the City-County Planning Commission and City Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 26 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 1

(First Reading – Non-Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 15 (BUSINESS AND  
GENERAL REGULATIONS) TO ADD SUBCHAPTER 15-9  
(MEDICINAL CANNABIS BUSINESSES) OF THE CITY OF  
BOWLING GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2025 – 1 was read by the City Clerk. Motion was made by Bailey and seconded by Hill for the first and non-binding reading of said Ordinance. City Attorney Hillary Hightower reviewed addition of Subchapter 15-9 (Medicinal Cannabis Businesses) and explained this would allow the City to enforce state statutes and regulations. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None  
First Reading of Ordinance No. BG2025 – 1 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 27

MUNICIPAL ORDER APPROVING THE APPOINTMENT OF BELLE HUNT TO THE HOBSON HOUSE COMMISSION

Summary of Municipal Order No. 2025 – 27 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Mayor Alcott recommended the appointment of Belle Hunt to the Hobson House Commission to fill a vacancy, and with no additional discussion, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Beasley-Brown, Hill, Parrigin, Bailey and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 27 was approved by unanimous vote.


CLOSED SESSION

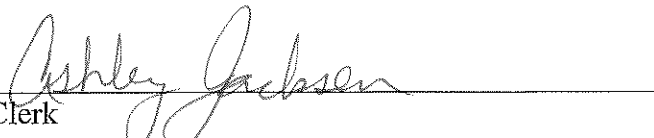
Following a brief recess to clear the Commission Chamber, the Board of Commissioners met at approximately 5:35 p.m. in closed session pursuant to KRS 83A.150 (4) (d) as previously approved.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:00 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: February 4, 2025

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST:   
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*