

**MINUTES of REGULAR MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held April 1, 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 April 1, 2025. Mayor Todd Alcott called the meeting to order. The invocation was provided by Bowling Green High School Boys Basketball Teen Chaplain Nathan Mattingly and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown, Commissioner Melinda Hill and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

**AWARDS AND RECOGNITIONS**

Mayor Alcott recognized and congratulated the Bowling Green High School Boys Basketball team as runner-up of the 2025 Sweet 16 State Tournament.

**CITY MANAGER**

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 encouraged residents to be prepared for forecasted severe weather and flooding in the area.

**APPROVAL OF MINUTES**

Regular Meeting March 18, 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 Beasley-Brown to approve said minutes. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Motion to approve the minutes of the regular meeting of March 18, 2025 was approved by unanimous vote.

**REGULAR AGENDA**

**MUNICIPAL ORDER NO. 2025 – 74**

**MUNICIPAL ORDER APPROVING THE PROMOTION OF CHASE  
SHRYOCK TO THE POSITION OF SYSTEM ANALYST II IN THE  
INFORMATION TECHNOLOGY DEPARTMENT**

Summary of Municipal Order No. 2025 – 74 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Bailey for consideration of said Municipal Order. Information Technology Director Donnita Weeks reviewed and recommended the promotion of Chase Shryock to System Analyst II in the Information Technology Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Parrigin, Bailey, Beasley-Brown, Hill and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 74 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 75

MUNICIPAL ORDER APPROVING THE PROMOTION OF SCOTT WEBB TO THE POSITION OF COMMUNICATIONS DISPATCHER SUPERVISOR IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 75 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Police Chief Michael Delaney reviewed and recommended the promotion of Scott Webb to Communications Dispatcher Supervisor in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Parrigin, Bailey, Beasley-Brown, Hill and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 75 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 76

MUNICIPAL ORDER APPROVING THE PROMOTION OF CARRIE BRADSHAW TO THE POSITION OF COMMUNICATIONS DISPATCHER II IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 76 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Police Chief Michael Delaney reviewed and recommended the promotion of Carrie Bradshaw to Communications Dispatcher II in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Parrigin, Bailey, Beasley-Brown, Hill and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 76 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 77

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF CAYLYNN SMITH TO THE POSITION OF COMMUNICATIONS DISPATCHER II IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 77 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 Caylynn Smith to Communications Dispatcher II in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:           Voting Yea:   Parrigin, Bailey, Beasley-Brown, Hill and Alcott  
                          Voting Nay:   None  
Municipal Order No. 2025 – 77 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 78

MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF CALLIE HERALD TO THE POSITION OF  
OFFICE ASSOCIATE I IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2025 – 78 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 Callie Herald to Office Associate I in the Police Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 78 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 79

MUNICIPAL ORDER AUTHORIZING THE CITY MANAGER TO  
APPROVE PARTICIPATION IN COOPERATIVE PURCHASING  
AGREEMENTS ON BEHALF OF THE CITY OF BOWLING GREEN

Summary of Municipal Order No. 2025 – 79 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 authorizing the City Manager to approve participation in cooperative purchasing agreements on behalf of the City. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 79 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 80

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING THE  
CONSTRUCTION OF A RADIO TOWER THROUGH A SOLE  
SOURCE FROM MOBILE COMMUNICATIONS AMERICA IN THE  
AMOUNT OF \$58,200

Summary of Municipal Order No. 2025 – 80 was read by the City Clerk. Motion was made by Bailey and seconded by Hill for consideration of said Municipal Order. Meisel reviewed and recommended approval to construct a radio tower through a sole source from Mobile Communications America in the amount of \$58,200. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 80 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 81

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2025-36 FOR FISCAL YEAR 2025 SIDEWALK REPAIRS FROM BAKER CONTRACTING IN AN AMOUNT NOT TO EXCEED \$230,000

Summary of Municipal Order No. 2025 – 81 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 of Bid #2025-36 for Fiscal Year 2025 sidewalk repairs from Baker Contracting in an amount not to exceed \$230,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 81 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 82

MUNICIPAL ORDER AUTHORIZING A CONTRACT THROUGH NONCOMPETITIVE NEGOTIATIONS WITH SCHARDEIN MECHANICAL FOR PROFESSIONAL SERVICES FOR AN AIR CONDITIONING RENTAL FOR THE FLEET DIVISION IN THE AMOUNT OF \$114,550

Summary of Municipal Order No. 2025 – 82 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed and recommended approval of a contract through noncompetitive negotiations with Schardein Mechanical for professional services for an air conditioning rental for the Fleet Division in the amount of \$114,550. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 82 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 83

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2025-27 FOR WEST END GREENWAY PHASE II FROM BAKER CONTRACTING IN AN AMOUNT NOT TO EXCEED \$973,834.49

Summary of Municipal Order No. 2025 – 83 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 approval of Bid #2025-27 for West End Greenway Phase II from Baker Contracting in an amount not to exceed \$973,834.49. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 83 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 84

MUNICIPAL ORDER AUTHORIZING AND APPROVING THE MAYOR TO EXECUTE A VEHICLE LEASING AGREEMENT WITH THE BOWLING GREEN FIREFIGHTERS ASSOCIATION CHARITIES INC. FOR THE LEASE OF A KAWASAKI MULE IN THE AMOUNT OF ONE DOLLAR (\$1.00)

Summary of Municipal Order No. 2025 – 84 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended the approval of a Vehicle Leasing Agreement with the Bowling Green Firefighters Association Charities Inc. for the lease of a Kawasaki Mule in the amount of one dollar (\$1.00). He further mentioned the mule was similar to the Corvette lease agreements in the past, as the mule would be raffled at the Fireman's Ball later in the year. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 84 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 85

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR LAW ENFORCEMENT PROTECTION PROGRAM GRANT FUNDS THROUGH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR THE PURCHASE OF ELECTRO-MUSCULAR DISRUPTION TECHNOLOGY FOR THE BOWLING GREEN POLICE DEPARTMENT IN AN AMOUNT UP TO \$24,048

Summary of Municipal Order No. 2025 – 85 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended submission of a grant application for the Law Enforcement Protection Program Grant funds through the Kentucky Office of Homeland Security for the purchase of electro-muscular disruption technology for the Police Department in an amount up to \$24,048. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 85 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 86

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR LAW ENFORCEMENT PROTECTION PROGRAM GRANT FUNDS THROUGH THE KENTUCKY OFFICE OF HOMELAND SECURITY FOR THE PURCHASE OF BODY-WORN CAMERAS FOR THE BOWLING GREEN POLICE DEPARTMENT IN AN AMOUNT UP TO \$4,495

Summary of Municipal Order No. 2025 – 86 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Meisel recommended

submission of a grant application for the Law Enforcement Protection Program Grant funds through the Kentucky Office of Homeland Security for the purchase of body-worn cameras for the Police Department in an amount up to \$4,495. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 86 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2025 – 87

MUNICIPAL ORDER AUTHORIZING THE APPROVAL AND  
SUBMISSION OF THE ANNUAL PLAN AND FIVE YEAR PLAN  
FOR THE HOUSING CHOICE VOUCHER PROGRAM

Summary of Municipal Order No. 2025 – 87 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel recommended submission of the Annual Plan and Five Year Plan for the Housing Choice Voucher Program. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2025 – 87 was approved by unanimous vote.

ORDINANCE NO. BG2025 – 4

(Second Reading – Binding)

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 15 (BUSINESS AND  
GENERAL REGULATIONS), SUBCHAPTER 15-1 (ALARMS)  
RELATED TO RESIDENTIAL PERMIT RENEWALS OF THE CITY  
OF BOWLING GREEN CODE OF ORDINANCES

Title and summary of Ordinance No. BG2025 – 4 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.


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


Ordinance No. BG2025 – 4 was adopted by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:10 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: April 15, 2025

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST:   
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*

