

December
2025

Caretaker REPORT

DEPARTMENT OF PUBLIC WORKS



68
Professionals



Admin
3

Planning &
Design
10

Environmental
Compliance
4

Facilities
4

Operations
35

Fleet
13



Operations crews pick-up leaves in Zone 7, near [Ironwood Drive](#), during the 2025 leaf pick-up season. Official pick-up ended on 18 December with 138 total loads collected. (10 December)

PUBLIC WORKS DIRECTOR
ANDY SOUZA



(270) 393-3657 ANDY.SOUZA@BGKY.ORG



Available on our website
www.bgky.org/publicworks



Annual Employee Service Awards



2025 Shining Stars



Operations

Ryan Johnson, Manager
(270) 393-3204

Street Maintenance * Sidewalks * Signals * Signs * Plowing * Road Closures
Leaf Pick-up * Dead Animal Removal * Curb Painting * ROW Trimming * Storm Drains

Summary: Operations completed **72 work orders** in December. Operations repaired/installed **0** traffic signals and **56** signs. Zero injection wells were drilled. There were 1.96 miles of added maintenance from subdivision acceptance this year (6.53 miles for 2024).

December 2025



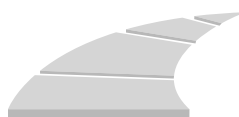
Potholes
Repaired

4



Street
Sweeping
Hours/Miles

22/32



L/ft
Sidewalks
Repaired

62



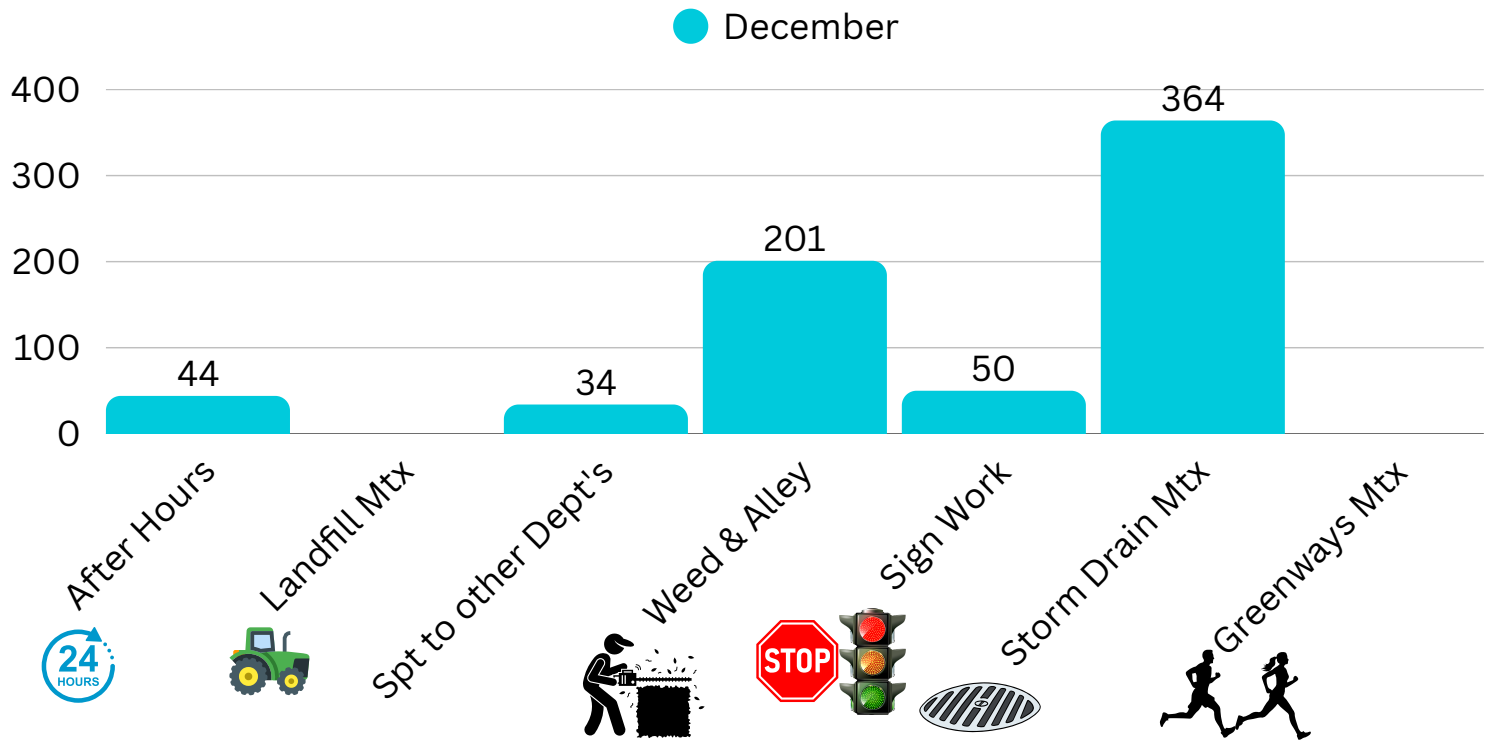
Tons of
Asphalt Used

0.075



Signal Technician II Eric Joiner creates new crosswalk signs to replace weather faded ones across the city. (17 December)

Operations Hours



Operations Maintenance Technicians Dustin Meador (left) and Kris Keenan (right) successfully removed a tree at the intersection of [Ewing Ford Road and Indian Hills Drive](#). This tree posed a hazard to the greenway and to the city's right-of-way. (22 December)



(Top) This month, our concrete crews have been actively engaged in pouring a new footer for an upcoming art sculpture in Circus Square Park, located at the intersection of [E. 7th Ave and State Street](#). (Bottom) Despite facing inclement weather, the team successfully continued their efforts to repair and pour new sidewalks along [Kirby Drive](#).




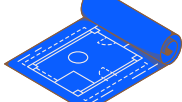




Planning & Design

Melissa Cansler, City Engineer
(270) 393-3212

Plat Reviews * CDR Reviews * Surveyor
Subdivision Inspections * Traffic Planning
Capital Improvement Programs

			
Plats Reviewed	Site Inspections	ROW Permits	CDR Reviews
3	60 Initial 327 Reinspections	9	5

2025 Project Recap

Planning and Design staff has kept busy this year with planned Capital Improvement Projects, grant-funded projects and various initiatives that have come about through the course of the year.

There are many phases through the life of a project: project planning, public outreach, design, permitting, property acquisition, bid/award, and finally construction. At the end of 2025, Planning and Design had over 25 active projects. Some projects are in the infancy stages such as the public outreach phase. Some are wrapping up construction with staff conducting the “final walk-through” to ensure compliance and quality of work.

The next page depicts a few projects either wrapping up or breaking ground soon!



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Freeport Road Widening

The Freeport Road area was annexed into the City and will serve as another primary access into the Kentucky Trimodal Transpark. This project was state funded and channeled through the Chamber of Commerce. Although this was a "developer" driven project, city staff provided direct oversight of all aspects of construction. Design was completed in 2024 and construction is substantially complete. Staff completed a walk-through final inspection in December and provided the contractor with a punch list for minor items that need addressing before project closeout.





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Partnering For A Greener Future:

Riverfront Park Teams Up With MKSK Studios For Inspiring Park Design

MKSK Studios is a planning, urban design, and landscape architecture firm known for its innovative public spaces and community-focused designs. They specialize in creating sustainable, aesthetically engaging environments that encourage community connection and enhance the natural landscape. For Bowling Green Riverfront Park, MKSK Studios has designed the space to integrate a variety of outdoor activities, nature trails, and recreational amenities, all with a strong emphasis on accessibility and interaction with the riverfront. Their design balances modern park features with natural elements, aiming to provide both a peaceful retreat and a dynamic activity hub for visitors.

MKSK

Planning
Urban Design
Landscape Architecture

<https://www.bgriverfrontpark.org/park-design-renderings/>

Riverfront Park Phase I

For several years the City has identified the Riverfront Development as one of the key pillars in the Strategic Plan for the future growth and quality of life for the citizens of Bowling Green. The Planning & Design Division has worked closely with Parks, NCS staff and the consultant over the past several months to review and refine the design for Phase I of the Riverfront project. Kyle Hunt and Daniel Colter assisted with specifications and bid development as well as bid evaluation. The project was awarded to Scotty & Murphy, Inc. in November and kicked off with a preconstruction meeting on December 17th. Phase I will focus on access and safety and will include a new reinforced concrete boat ramp, new sidewalks, parking areas, walls, landscaping and planting of trees, shrubs, meadow and turf areas, as well as installation of site furnishings such as benches, tables, receptacles, bike racks, and bollards. Daniel Colter, Public Works Planner, will be acting as construction manager for the project. Phase II design is already underway which will bring some exciting new amenities to the park.



Smallhouse Road Greenway

The construction of the Smallhouse Road Greenway extension south of Campbell Lane was approved by the Board of Commissioners in December. This project will continue the 8' concrete multi-use path along the roadway from Campbell Lane to Timberfinger Way, providing access to the Greenway system to residents in the Shawnee Estates Subdivision and the nearby vicinity. Apex Design Group, Inc. was awarded the bid and will begin in January.



Environmental Compliance

Geologist * Sinkholes * Spills * Education * Water Sampling
Matt Powell, Manager
(270) 393-3071



Journee Nickson, Construction Coordinator I, and Courtenay Howell, Environmental Coordinator, entered the division's boat in the BG Jaycees Christmas Parade. Alongside Tommy the Stormwater Turtle, Construction Coordinator, Dara Price rode the "float" in her Grinch costume drawing much attention. Jointly, the two Public Works floats were presented the *President's Award* by the judges. (5 December)



The Young Neighbor Academy visited the Operations Division to learn more about the Public Works Department. Ryan Johnson, Operations Manager, and Courtenay Howell, Environmental Coordinator, explained the roles of the divisions and Ryan gave participants a tour of the facility. (3 December)



Sewage Discharge

[Click to learn about illicit discharges](#)



<https://www.bgky.org/stormwater/quality/illicit-discharge>



Environmental Manager Matt Powell, City Geologist Nick Lawhon, and Public Works Director Andy Souza addressed a report concerning the discharge of raw sewage from a private property onto both public and private lands near [Stonehenge Avenue](#). Initial reports were received on December 15. A subsequent discharge was again observed on December 24, prompting an emergency bypass repair to a sewage lift station by a Public Works contractor in the interest of public safety. Remediation efforts also included the application of 1,500 pounds of hydrated lime and the installation of wattles to mitigate the environmental impact of the sewage. Lime accelerates the breakdown of sewage, neutralizes odors, and inhibits mold growth.

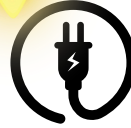


Facilities

Dave Hehner, Manager
(270) 393-3055

Facilities Management * CIP Construction Projects * Climate Control
Pest Management * Snow Removal

Work Orders
93



Plumbing

HVAC

Electrical

Carpentry

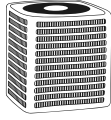
Cleaning

Other

1945	PW Admin	1	1	1	1		
1992	PW Ops	6		1	2	4	
1992	PW Fleet		2			1	Wash Bay Garage Door
1907	City Hall	4	5	1		2	
1946	CH Annex						Supplies
1974	NCS						Carpet
1997	BGPD	2	4	4		1	Boiler Repair \$9K
2009	Fire HQ		2	1			
1980	Fire #1	1		1			
1980	Fire #2		3				
2001	Fire #3	1	2				Water Leak



Facilities



Plumbing

HVAC

Electrical

Carpentry

Cleaning

Other

2001 Fire #4		1		2		Garage Door Repair
2025 Fire #5		2	1	2		Washing Machine Damaged
2008 Fire #6	1	2	1		1	Refrigerator Icing
2020 Fire #7			2		3	Water Leak
2024 Fire #8		1				
1995 Convention Ctr		4	1		2	Boiler Replacement \$79,225
1872 Hobson House		2	2			
1930 White House		1				
1987 Transit Building	3		3			
 BGPD Tower Spt					2	


EMPLOYEE

Spotlight



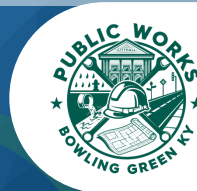
Robert Kirby is our Fleet Supervisor in our Fleet Division. He has been with the City since November 2001. He is retiring next month after 24 years with the city!

Get to Know You:

- **Favorite Movie:** The Searchers
- **Favorite Food:** Grilled Steak 
- **Favorite Vehicle in the Fleet over his entire career:** Ford Crown Victoria
- What is he looking forward to in retirement? **"Only fixing things that my family breaks."**

Personal Message to our team from Robert:

"As a Supervisor, I have come to learn that, although no one is irreplaceable, no one is expendable--everyone brings something valuable to the job that is different from anyone else and would be missed if they were no longer there."



ROBERT KIRBY



Fleet

Denise Gilland, Manager
(270) 393-3201

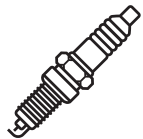
13
PEOPLE

Heavy Duty Truck * Light Duty Trucks & Cars * Police
Fire * ASE Certified Mechanics * Enterprise Fleet Management

- A purchase order for Unit 3275 (2019 Dodge Charger Police cruiser) was processed in the amount of \$1,008.77 for a deer strike on **3 December**.
- A 2016 Dodge Ram 2500 (Asset #17660, Unit #4116) was approved for disposal method #2 on **3 December**.
- 2 Purchase orders were approved for upfitting of BGFD vehicles (leased Chevy Suburban and Chevy Silverado) in the total amount of \$7,630.48 on **12 December**.
- Fleet held its annual holiday meal at Theresa's on **22 December**.
- Surplus for auction was approved for 6 vehicles on **29 December**. The following assets were approved:

2020 Ford SUV	2014 Ford Passenger Van	2018 Dodge Ram truck
2008 Dodge truck	2015 Chevy Silverado truck	2016 Ford F150 truck
- Surplus for auction was approved for a 1994 International schoolbus on **30 December**.

December 2025



Filled
Parts Requests
281



Preventative
Work Order
78



Repair
Work Orders
82

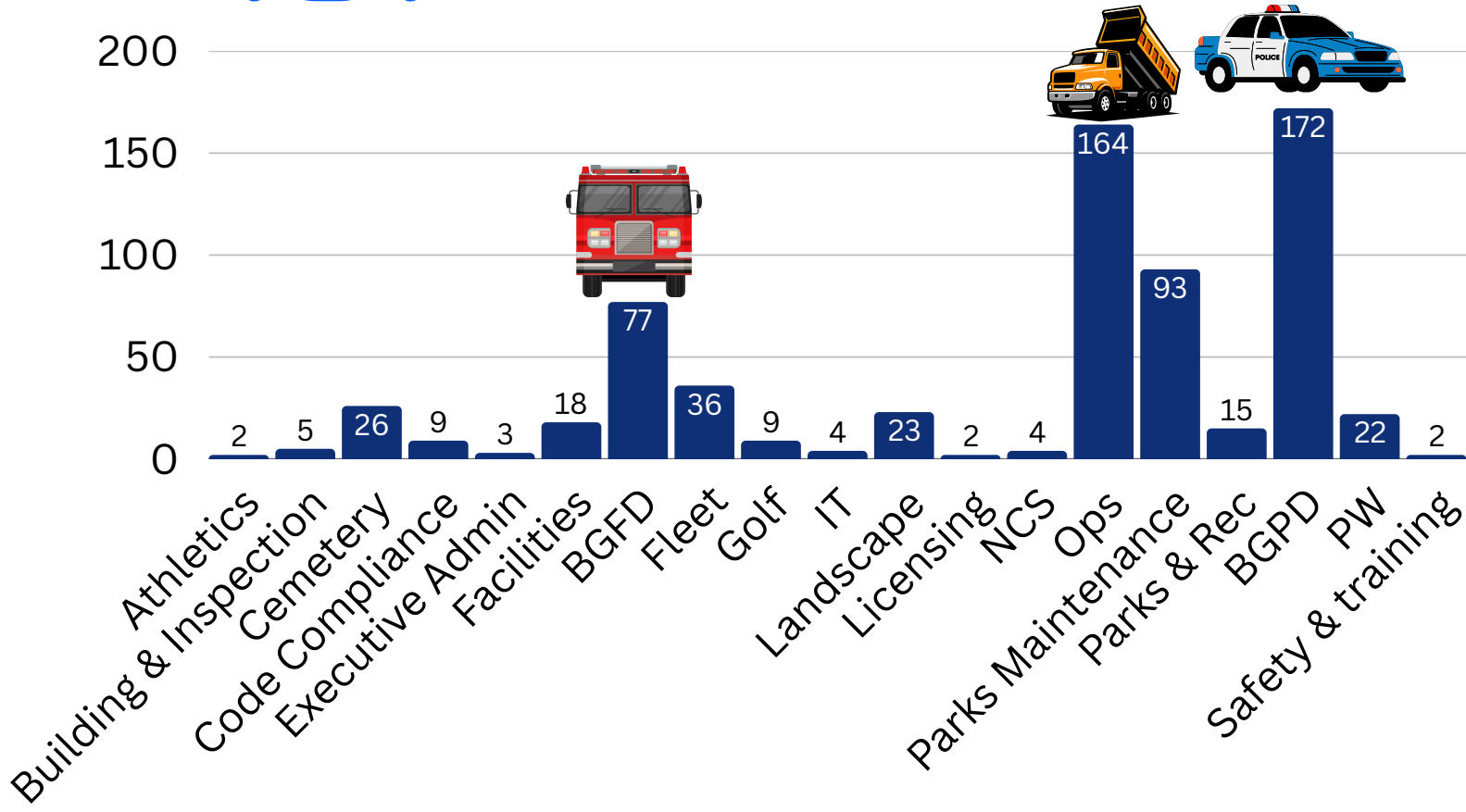


Medium/Heavy Truck Technician Tyler Meadors performs preventative maintenance on a street sweeper. The city operates 2 sweepers across all 10 work zones. (9 December)

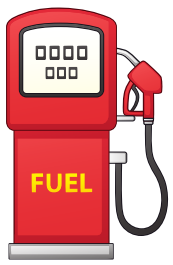


717

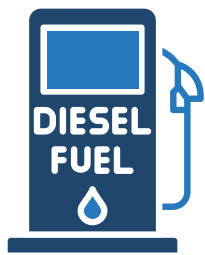
● Vehicles/Equipment



CITY FLEET USAGE — ★ ★ ★ — NOVEMBER 2025
Last Month



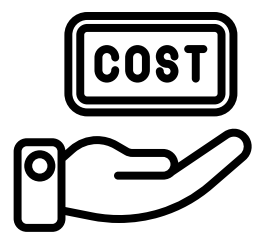
16.9K
Gallons



3.6K
Gallons



280
Gallons



\$50,686



Administration

Andy Souza, Director
(270) 393-3657

New Hire	Facilities Division	The Board of Commissioners approved Municipal Order 2025-294 for the probationary appointment of Construction Coordinator II on <u>2 December 2025.</u>
Bid Acceptance	Planning & Design Division	The Board of Commissioners approved Municipal Order 2025-301 accepting Bid #2026-21 for Smallhouse Road greenway from Apex Design Group Inc. in an amount not to exceed \$231,069.54 on <u>2 December 2025.</u>
Bid Acceptance	Facilities Division	The Board of Commissioners approved Municipal Order 2025-301 authorizing and accepting Bid #2026-23 for boiler replacement project at the Sloan Convention Center from Schardein Mechanical in an amount not to exceed \$79,225 on <u>2 December 2025.</u>
Change Order	Planning & Design Division	The Board of Commissioners approved Municipal Order No. 2025 – 310 authorizing Change Order No. Three to the contract with American Engineers, Inc. for professional services for Cave Mill Road corridor improvements in the amount of \$363,137.00 for a total project cost of \$1,610,650 on <u>16 December 2025.</u>
Lease Agreement	Environmental Division	The Board of Commissioners approved Municipal Order No. 2025 – 313 approving and authorizing execution of a Lease Agreement for a portion of the Glen Lily Landfill property on <u>16 December 2025.</u>



(Left) Public Works families were able to ride in the Jaycee's Christmas parade. (Right) The 3rd inaugural Operation Public Works provided gifts for 24 children across the department.