

# March 2024



## Monthly *Caretaker* Report



Andy Souza, Public Works Director

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To: Jeff Meisel, City Manager

RE: Public Works Monthly Report for March 2024

Available on the City's Website: <https://www.bgky.org/publicworks>

Date: Submitted **2 April 2024**



**COMFUEL Fire  
Special Report**



Figure 1- Environmental Manager Matt Powell taking air & water samples in the Lost River Cave System (6 March)



# Operations Update

Ryan Johnson, Operations Manager  
270-393-3202 (office)

- **Summary-** Operations completed **68 work orders** in March (72 for February). Operations repaired/installed **1 traffic signal** and **78 signs**. *Operations installed new free parking signs at all city lots throughout the downtown. Crews also replaced the winter banners with new spring banners.*

## Current Month (March 2024)



**Potholes  
Repaired**  
**17**



**Street  
Sweeping**  
**Hours/miles/Tons**  
**100/304/39**



**L/ft  
Sidewalks  
Repaired**  
**136**



**Tons of  
Asphalt Used**  
**0**

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## Previous Month (February 2024)

**87**

**94/249/-**

**196**

**0**

## Road Salting Statistics

Since 14 January

Tons to date:

**474**



**\$66.1K**



Figure 2- Operations Maintenance Technician II Doug Hoots grades the road at the Bowling Green Police Department Shooting Complex (7 March)

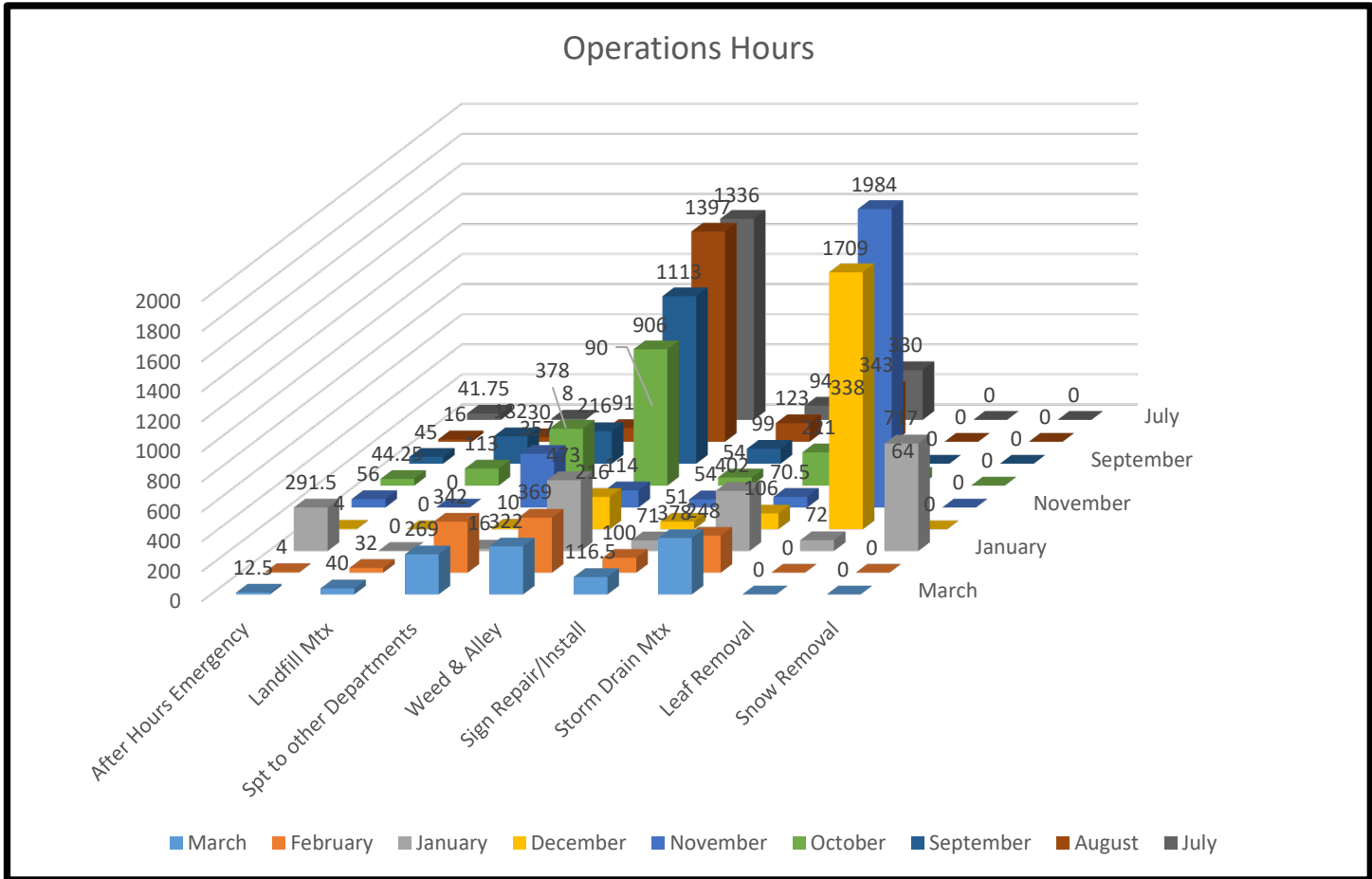


Figure 3- Operations Hours (July - March)



Figure 4-Participants from the Over 50 Citizens Academy tour the Operations Division (7 March)

## Two workers maintain over 11,000 traffic signs in the city



Figure 5-Signal Technician I Josh Minton demonstrates how street signs are made during an interview for WBKO (11 March)

## Operations Highlight #1

4 March

4 March

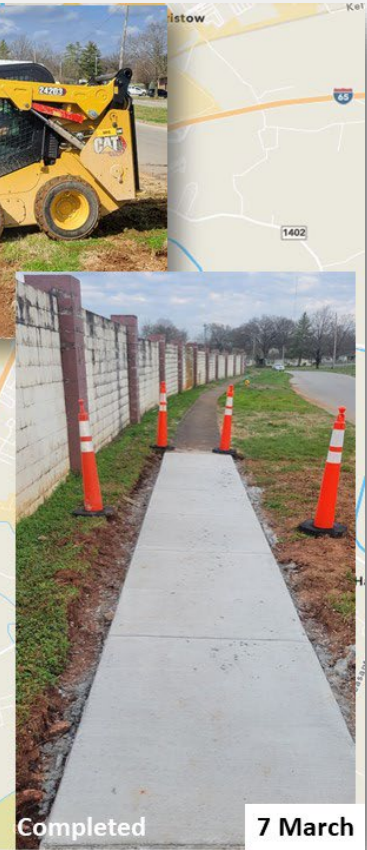


Completed

7 March



Repair



Completed

7 March

**Sidewalk Replacement**  
*Double Springs Road*  
 Completed: **4-7 March**

## Operations Highlight #2

**Greenway Bollard & Signage Repair**  
 Church Ave (5 March)



**Storm Flume Clean-out & Rock Install**  
 Fern Hill St (20 March)



**Storm Water Flume Clean-out**  
 Gilbert St (7 March)



**Improvements & Repairs**  
*Across Bowling Green*  
 Completed: **7-20 March**

### Operations Highlight #3

## Landfill Annual Cleaning

Glen Lily Landfill

Completed: 8-15 March



### Operations Highlight #4

4 March

17 March

20 March

20 March



## Greenway Repair

Creason St

Completed: 4-20 March



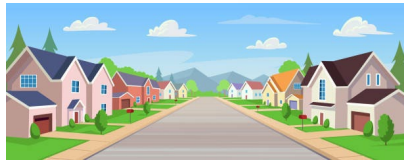
# Planning & Design Update



Melissa Cansler, City Engineer  
270-393-3212 (office)



**Plats Reviewed**



**Subdivisions Inspected**



**ROW Permits**



**CDR Reviews**

7	1	12	8
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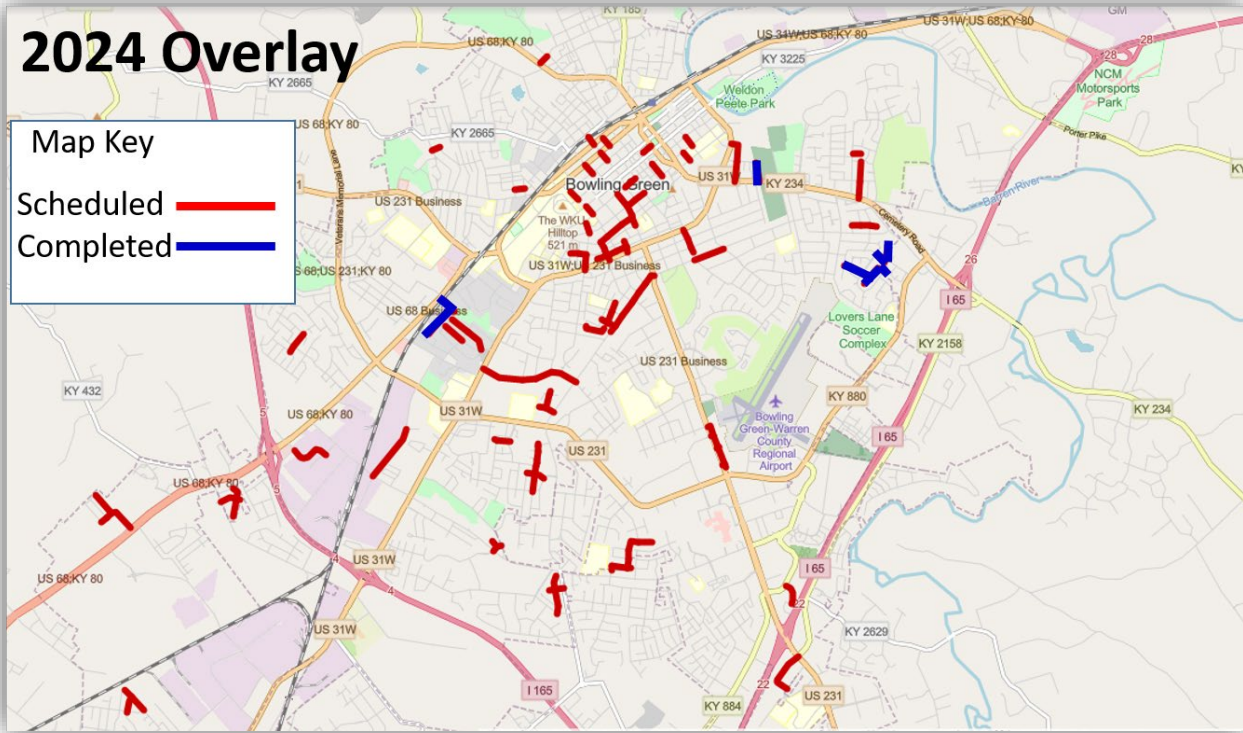
- **Section 1 of River's Landing Edge**-Accepted into the city's maintenance plan with Board of Commissioner approval on 5 March. The city will monitor the subdivision's streets, sidewalks and storm infrastructure for 2-years, the developers warranty period. In the interim, leaf pick-up, snow plowing and other maintenance will be conducted by Public Works- Operations Division.



**Figure 6-River's Landing Edge Subdivision, Section 1, was accepted into the city's maintenance plan on 5 March.**

- **Alley Meeting**-On 6 March the Planning and Design team, along with members from the Bowling Green Fire Department, the City Manager and Mr. Ben Peterson from the City County Planning Commission met to address public safety concerns related to construction of new habitable dwellings accessible only through alleys. The team agreed to prepare a specific addition to the City's Code of Ordinances, Chapter-12 (Fire Prevention). Prior to the approval of the new addition, Public notification and Board of Commissioners approval is required. The current Chapter 12 can be accessed via the city's webpage: <https://www.bgky.org/files/KrWxZbYd.pdf>.
- **3-Way Stops**-Traffic studies and pedestrian counts were conducted along State Street and East 3<sup>rd</sup> Ave and College Street and East 3<sup>rd</sup> Ave. Increased activity at both locations warrants the installation of 3-Way stops and thermo markings for improved safety. Studies were conducted the weeks of 18 and 25 March.
- **Census Tract 102.1 Right-of-Way Improvements** - Project is an NCS/grant funded project to repair deficient sidewalk and drive entrances with use of concrete cutting and repair/replace methods. 490 SY of sidewalk and associated drive entrances and 433 LF of curb and gutter were

repaired to eliminate safety hazards between Riverview Dr. and 8<sup>th</sup> Ave. this month. This project will also consist of a road diet along College Street between Riverview Drive and 6th Ave. and also entails replacing 55 stop signs with decorative stop signs.

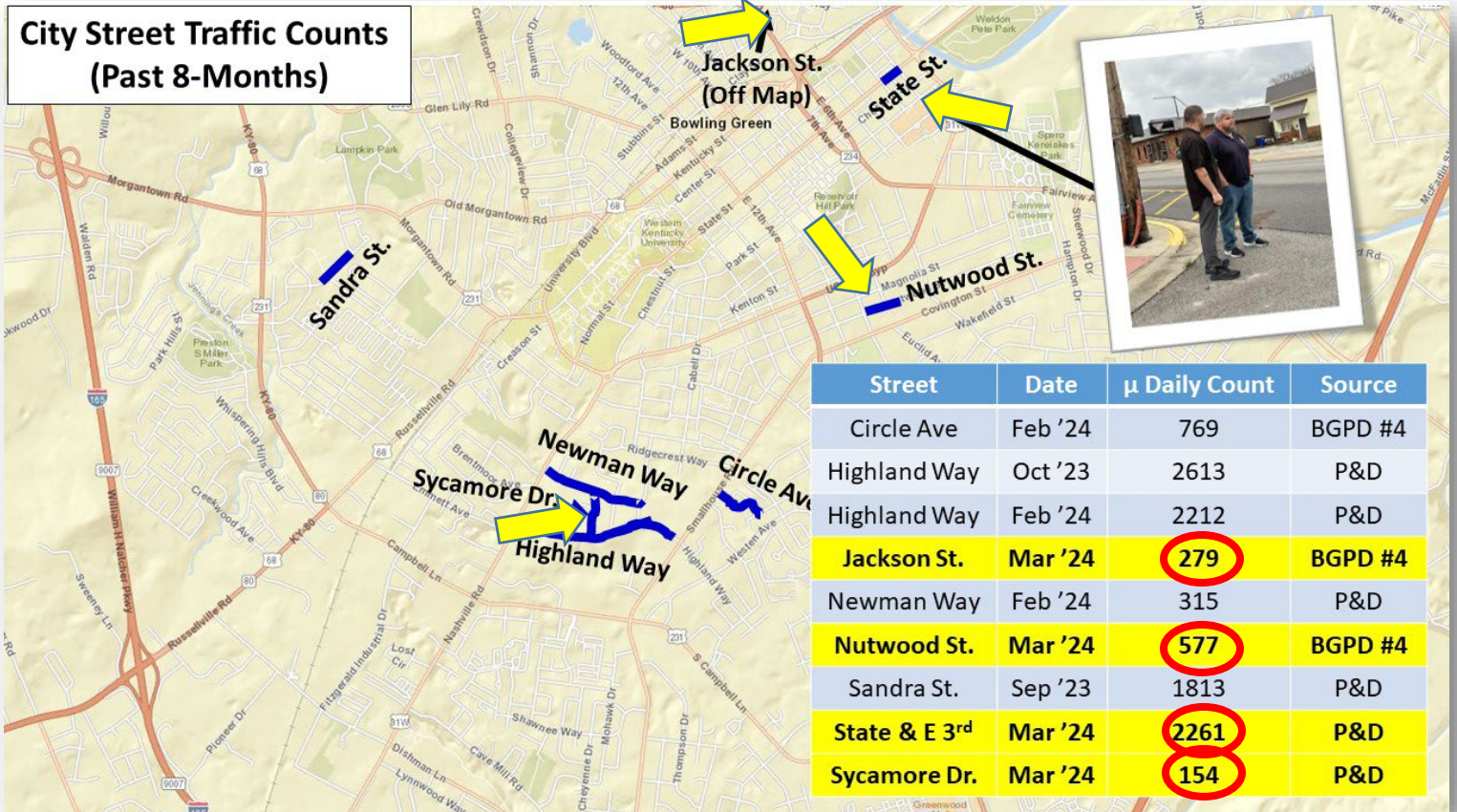


**Figure 7- The 2024 Street Overlay began on 29 February. Areas in blue have been completed by 31 March. Construction Coordinator II Melanie Shy is overseeing this year’s project. Tracked with OpenGov.**



**Figure 8-A Stantec vehicle collects road condition data on Creason St (20 March). City-wide collection data will be used to inform next year’s Overlay.**

## City Street Traffic Counts (Past 8-Months)



## Commercial Development Inspections



Date	New Permits	Sites Inspected
4 March	20	9
11 March	22	12
18 March	28	34
<b>Total for March</b>	<b>70</b>	<b>55</b>





# Environmental Compliance Update



Matt Powell, Environmental Manager  
270-393-3071 (office)

- **Wind Storm Reimbursement**- On 4 March, Environmental Manager Matt Powell signed the final agreement with the Federal Emergency Management Agency (FEMA) for recuperating costs associated with the 3 March 2023 wind storm. The team documented final costs from the storm at \$110,757.99 with FEMA agreeing to cost share 75% with the city. The city's final cost for the response was **\$27,689.49** with the remaining \$83,068.50 coming from the Federal Government.



- **Lost River Cave Gasoline Odor**- On 6 March, the staff at Lost Rive Cave notified the Environmental Compliance Division of gasoline vapors in the cave. Environmental Manager Matt Powell and Environmental Compliance Inspector Matt Wisenden arrived on scene, assisted by members of the Bowling Green Fire Department, and conducted air and water sampling. The city contracted with a private firm for 24/7 mitigation efforts on 7 March. The cause of the vapor was never determined.



*Figure 9-Environmental Manager Matt Powell leads members of the Bowling Green Fire Department into Lost River Cave (6 March)*



# Valor Oil Fire

27 March 2024

Public Works-Environmental Management, Operations & Fleet



- **6,500** gallons of racing fuel and **600** gallons of 2-cycle engine oil involved in the fire
- Roughly **1.3 miles** of storm sewer impacted
- No sign of impact to streams or caves, flow **did not** reach Barren River



*Figure 10-As contaminated water flowed from the Valor Oil Fire site, Public Works crews created a temporary underflow dam to prevent oil and gas from reaching the Barren River. They were assisted by crews from the Kentucky State Transportation Cabinet and additional pipe was supplied by BGMU. Environmental Manager Matt Powell, Environmental Coordinator Nick Lawhon and Construction Coordinator I Dara Price install pipe to allow clean water to flow and restrict contaminated water at the Whiskey Run storm outlet. (27 March)*



**Figure 11-Oil was still present at the Whiskey Run Water Quality Unit until clean-out completion on 30 March. Environmental Manager Matt Powell, Environmental Inspector Matt Wisenden and Director Andy Souza conducted Inspections to map and record debris flow for proper clean-out. (Photos from 28 March)**



# Facilities Update

Dave Hehner, Facilities Management  
270-393-3055 (office)

<b>Plumbing</b> 	<b>HVAC</b> 	<b>Electrical</b> 	<b>Carpentry</b> 	<b>Cleaning</b> 	<b>Construction</b> 
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**85**

## Facilities Work Orders by Location

<i>PW Admin</i> <b>4</b>	<i>PW Operations</i> <b>7</b>	<i>PW Fleet</i> <b>4</b>
<b>City Hall</b> <b>10</b>	<b>City Hall Annex</b> <b>7</b>	<b>NCS</b> <b>7</b>
<i>BGPD</i> <b>5</b>	<i>BGFD Station #1</i> <b>4</b>	<i>BGFD Station #2</i> <b>0</b>
<i>BGFD Station #3</i> <b>6</b>	<i>BGFD Station #4</i> <b>0</b>	<i>BGFD Station #5</i> <b>6</b>
<i>BGFD Station #6</i> <b>3</b>	<i>BGFD Station #7</i> <b>7</b>	<i>BGFD Station #8</i> <b>5</b>
<b>Convention Center</b> <b>8</b>	<b>Hobson House</b> <b>1</b>	<b>White House</b> <b>1</b>



Figure 12-First walls going up at the Public Safety Training Center on Porter Pike (14 March)

# Facilities Highlight #1



**Stairway Inspection  
Hobson House (7 March)**



**Spraying for Weeds  
City Hall (13 March)**



**Spraying for Weeds  
BGPD (20 March)**



**Water Fountain Maintenance  
BGPD (7 March)**

## Facilities Maintenance



**1995**  
Convention Ctr



**1974**  
NCS



**1872**  
Hobson House



**1907**  
City Hall



**1946**  
City Hall Annex



**1945**  
PW Admin



**1992**  
PW Fleet



**1992**  
PW Operations



**1997**  
Police HQ



**1980 2009**  
Station #1 & Admin



**1980**  
Station #2



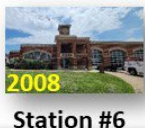
**2001**  
Station #3



**2001**  
Station #4



**1987**  
Station #5



**2008**  
Station #6



**2020**  
Station #7



**2024**  
Station #8



**1930**  
White Building



# Fleet Update

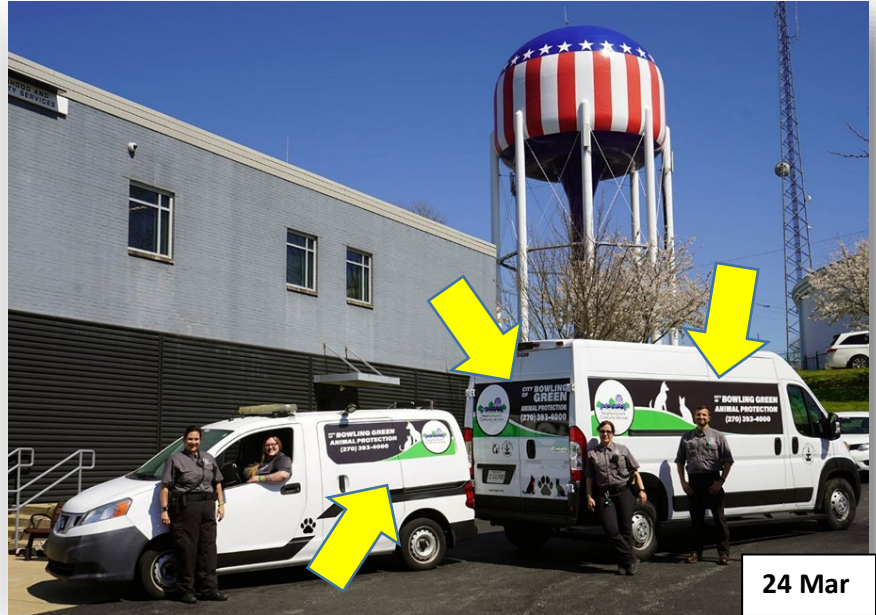
Denise Gilland, Fleet Manager  
270-393-3201 (office)



- **Summary-** To date, **30 of 36 (+1)** new vehicles have been delivered to the city from Enterprise Fleet Management. Fleet oversees the process, marks the vehicles and assigns them to the correct departments.



**Figure 13-**Fleet Supervisor Robert Kirby works on a police cruiser (4 March)



24 Mar

## Before and After

Last month we reported on the new Animal Protection van being upfitted at Fleet. A local vendor completed the outside customization this month on 2 vehicles.



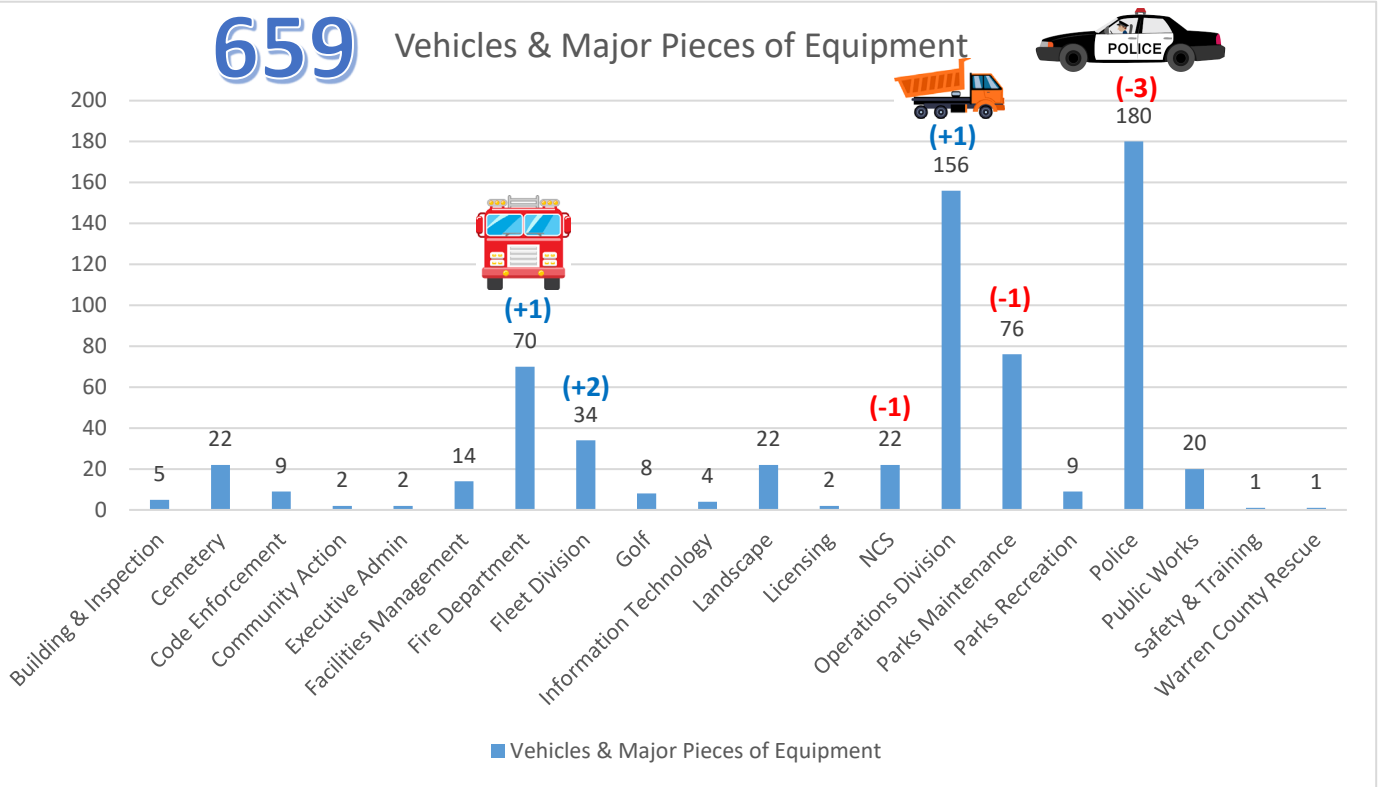
9 Feb



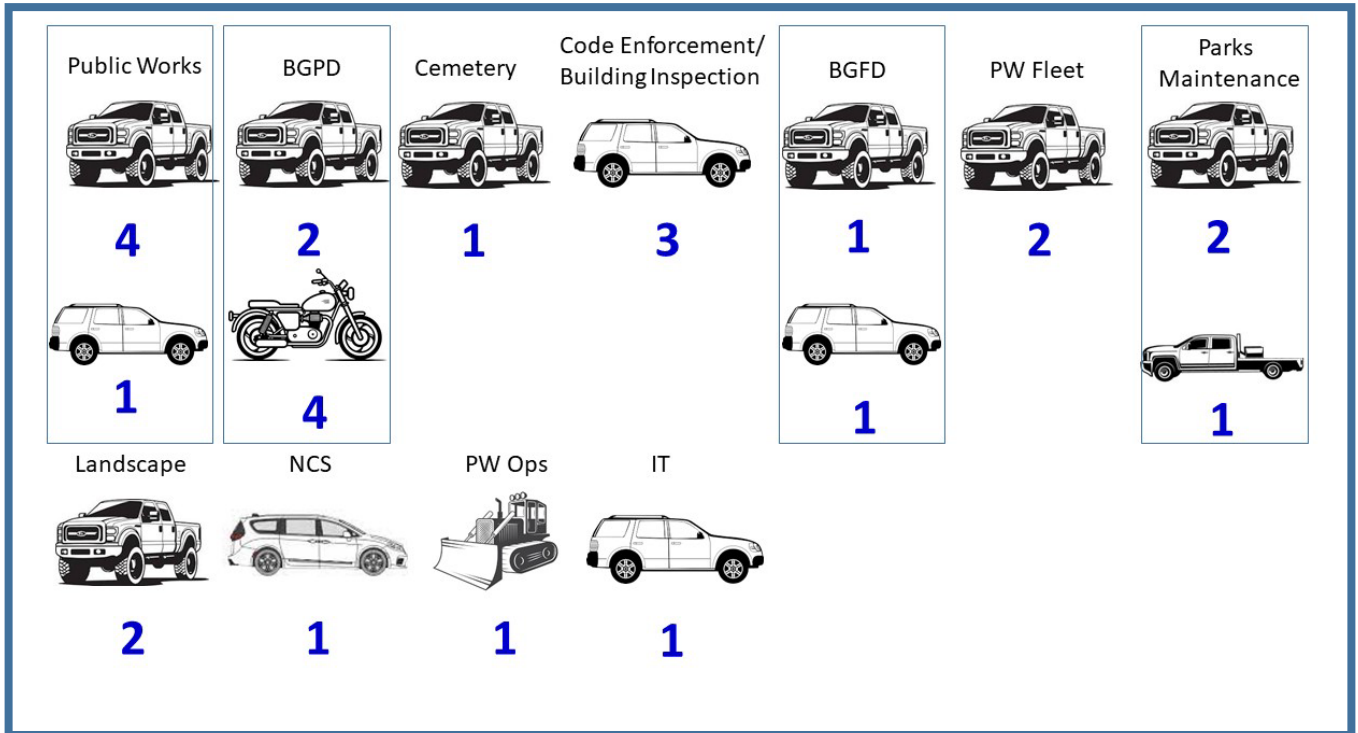
5 Mar

# 659

## Vehicles & Major Pieces of Equipment



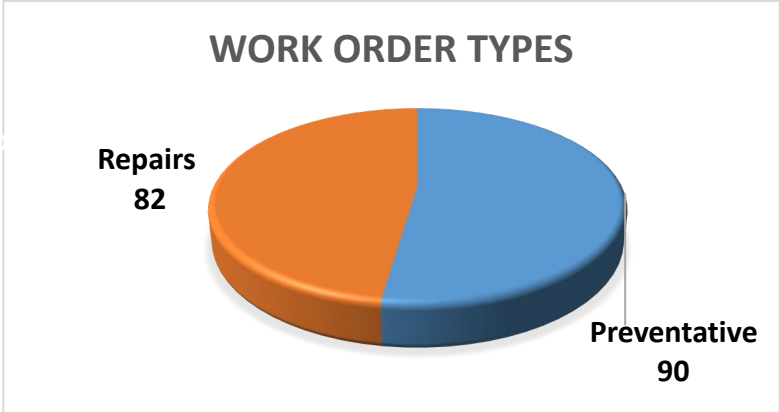
## City Leased Equipment



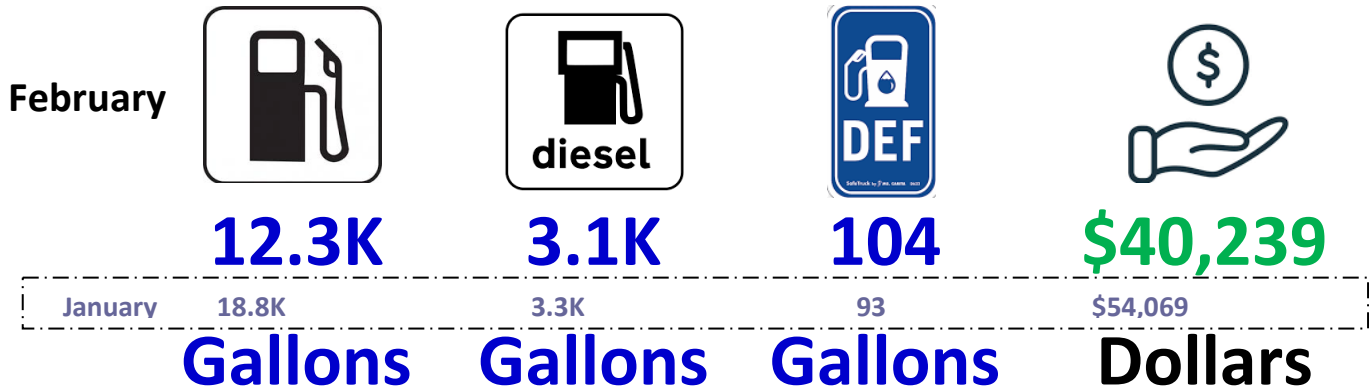
Total Parts used in March

**242**

(250 in February)



## City Fleet Monthly Usage (Previous Month)







# Admin Update



<b>Promotion</b>	Operations Division	The Board of Commissioners approved the promotion of Matthew Barrow to the position of Operations Technician III by Municipal Order 2024-38 on <b>5 March</b> .
<b>Promotion</b>	Operations Division	The Board of Commissioners approved the promotion of Derrick Sanders to the position of Crew Leader by Municipal Order 2024-39 on <b>5 March</b> .
<b>Subdivision Acceptance</b>	Planning & Design Division	The Board of Commissioners approved acceptance of Section 1 of the River's Landing Edge Subdivision into the city's maintenance plan by Municipal Order 2024-45 on <b>5 March</b> .
<b>Purchasing</b>	Fleet Division	The Board of Commissioners approved the City's Motor Fuel Supply Contract by Municipal Order 2024-49 on <b>19 March</b> . The city uses <b>15.5K gallons</b> of gasoline and <b>3.2K gallons</b> of diesel fuel per month on average.

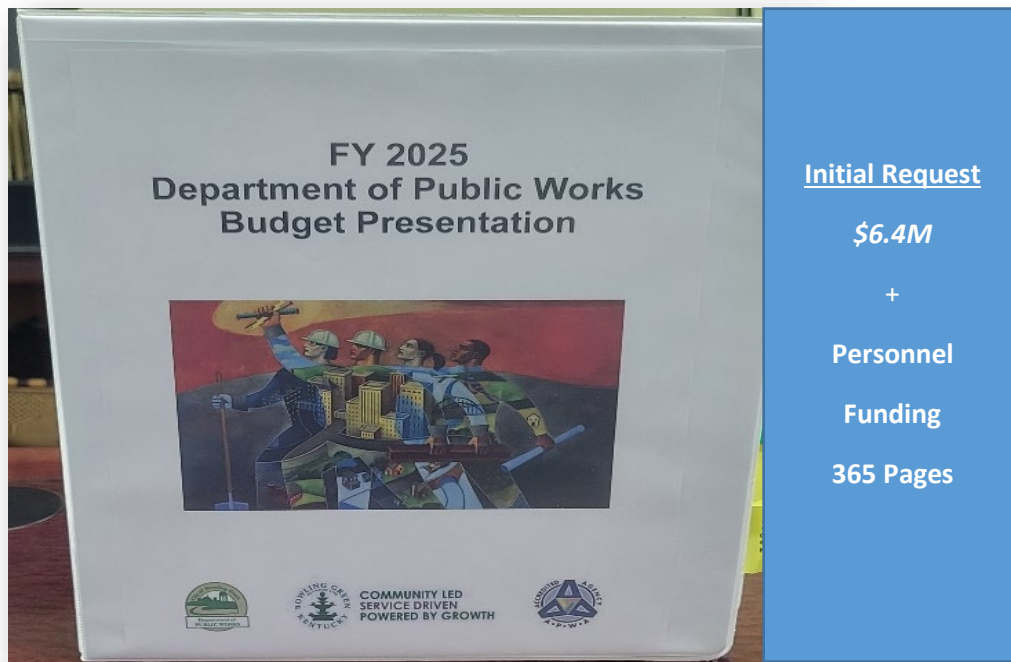


Figure 14- Employees provided gifts to a coworker before convalescent leave (5 March)



Figure 15- Public Works employees donated 210 items during the United Way Feed the Need Campaign (15 March). In total United Way received 63K food items during the event.





*Figure 16- Completed FY2025 Budget Book (12 March)*



*Figure 17- (Left to Right) Administrative Assistant Lizette Garcia, Construction Coordinator II Melanie Shy, Construction Coordinator I's Journee Nickson and Dara Price, and City Engineer Melissa Cansler attended the Women's Leadership Conference on 19 March at the National Corvette Museum.*

## Take Home Vehicles (7)

Division	Fleet #	Employee	Vehicle Type	Mileage
Fleet	<b>7027</b>	Stice	<b>2023</b> Chevy Silverado ½ Ton	<b>3,722</b>
Operations	<b>4159</b>	Phelps	<b>2022</b> Ford 1/2 Ton	<b>26,856</b>
Operations	<b>4111</b>	Johnson	<b>2015</b> Dodge Ram 2500 3/4 Ton	<b>69,375</b>
Operations	<b>4160</b>	Walden	<b>2022</b> Ford 1/2 Ton	<b>19,802</b>
Facilities	<b>5531</b>	Hehner	<b>2023</b> Jeep Grand Cherokee	<b>11,604</b>
Environmental	<b>5538</b>	Powell	<b>2023</b> Chevy Silverado ½ Ton	<b>5,936</b>
Director	<b>5529</b>	Souza	<b>2020</b> Ford Explorer	<b>27,111</b>

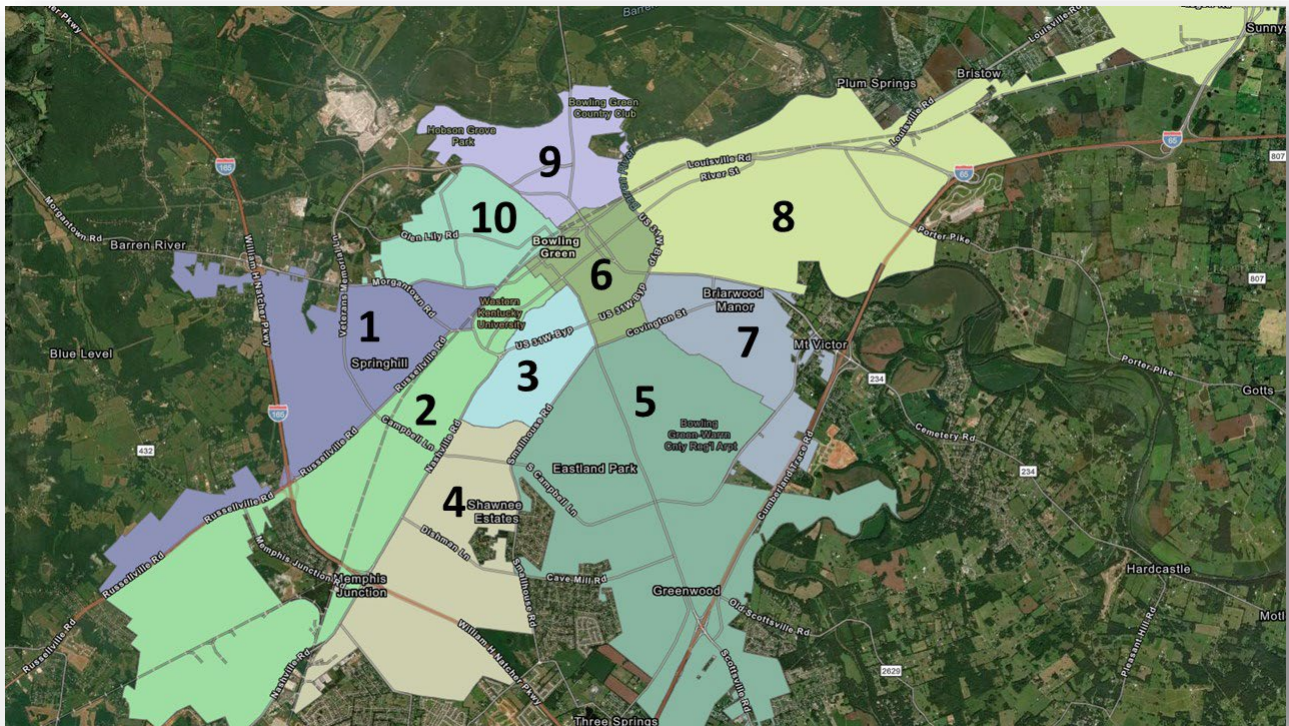


Figure 18-Work Zones (used for sweeping, leaf removal, and snow plowing)

Not sure what Zone you live in? Enter your address here:

<https://www.bgky.org/publicworks/leaf-pickup>