

July 2023



Monthly Report

Andy Souza, Public Works Director
307-460-0902 (cell) 270-393-3657 (office)



To: Jeff Meisel, City Manager

RE: Public Works Monthly Report for July 2023

Date: Submitted **1 August 2023**

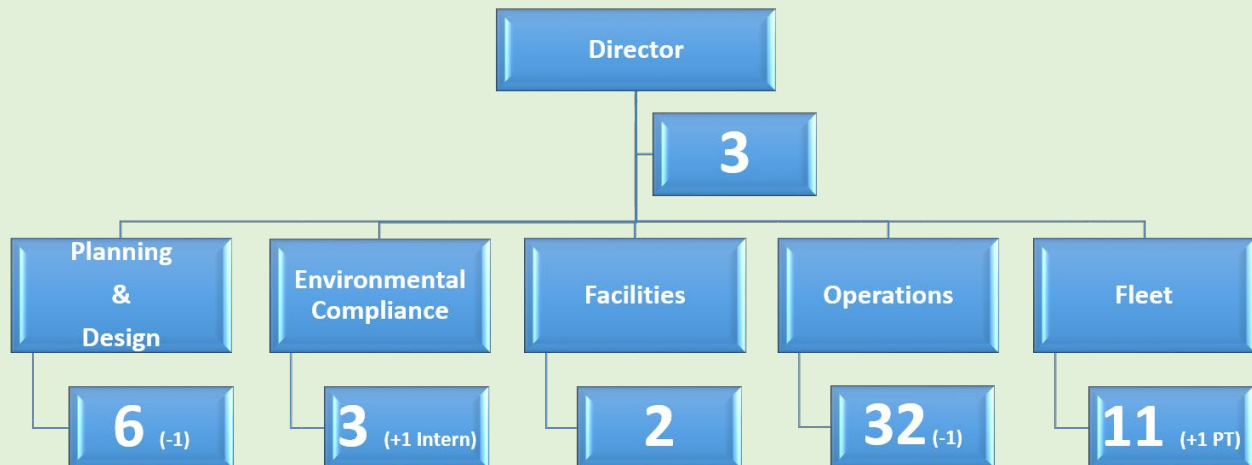


Figure 1- Public Works Operations Team repairing the sidewalk in front of New Bethel Baptist Church on Church Street (7 July 2023).

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Admin Update

- **Webpage**- New icons purchased by IT (thank you to Brad Stinson and Chase Ledford) for updating the splash page. Focus is on “ease of use” for the citizens of Bowling Green.

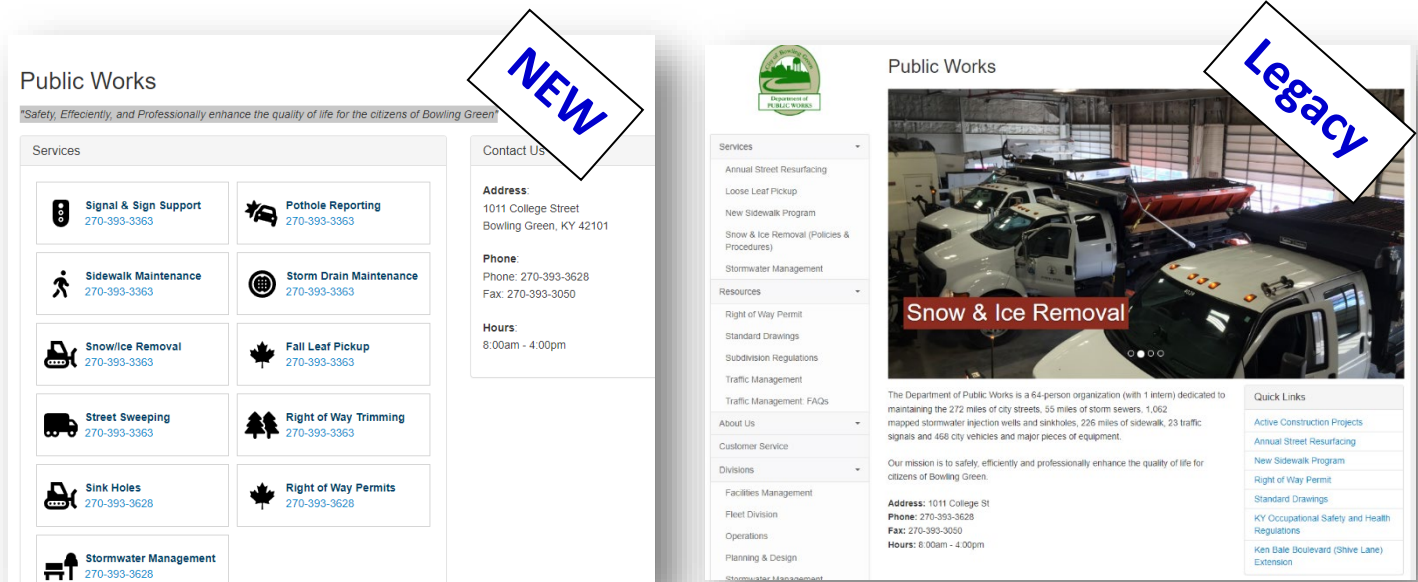


Figure 2- New Webpage compared to legacy page

- **American Public Works Association (APWA) Reaccreditation**- We continued to prepare for the APWA reaccreditation visit scheduled for 7-9 August. The city undergoes an inspection every 4-years and is currently the only APWA accredited city in Kentucky.



Figure 3- APWA Presentation

July 2023

New Hire	Fleet Division	Hired Paul Staubs for Master Technician (Grade 117) (Municipal Order #2023-134) on 18 July .
Auto Liability	Operations Division	City employee not at fault. Scuffed reflective tape on vehicle #4120. Date: 18 July . Repair cost: \$50. Broadway and 31W Bypass.
Personnel Changes	Operations Division	Employee (OMT I/Grade 111) resigned. Was hired in November 2021. Request to rehire approved on 26 July .
Surplus Property	Fleet Division	2010 John Deere Z950A 60" Z Track Mower. Disposal Method #3. Approved on 27 July .
Retirement	Planning & Design Division	Employee (Grade 123) retired from city service on 31 July . He started with the city in January 1993.
New Hire	Planning & Design Division	Hired Christopher Albee for City Surveyor (Grade 125) (Municipal Order #2023-151) start date is TBD .

Take Home Vehicles

Division	Fleet #	Employee	Vehicle Type
Fleet	7002	Stice	1/2 Ton Ford
Operations	4159	Delp	1/2 Ton Ford
Operations	4111	Johnson	3/4 Ton Ford
Operations	4160	Walden	1/2 Ton Ford
Facilities	5531	Hehner	Jeep Grand Cherokee
Environmental	5518	Powell	½ Ton Ford
Director	5229	Souza	Ford Explorer

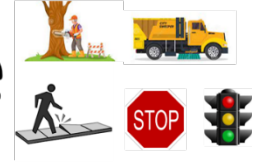


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Operations Update

Dave Delp, Operations Manager
270-393-3202 (office)



- **Summary-** Operations completed **79 work orders** in June with an associated **936 work order tasks** (91 & 676 for June). Downed tree response, sidewalk repairs, weed and alley maintenance (including mowing, bush hogging, and resurfacing alleys) continued to account for the majority of work.
- **City-wide Curb Painting Complete-** We completed curb painting throughout the city. Crews completed painting the last section, McFadden's Ferry, the last full week of July.
- **2023 Fall Lead Pickup Scheduled-** Beginning on 30 October.



Potholes
Repaired
14



Street
Sweeping
Hours/miles/tons
120/379/32.2



L/ft
Sidewalks
Repaired
207



Tons of
Asphalt Used
2.2

Previous Month (June 2023)

20

177/446/30

106

28.7

July 2023

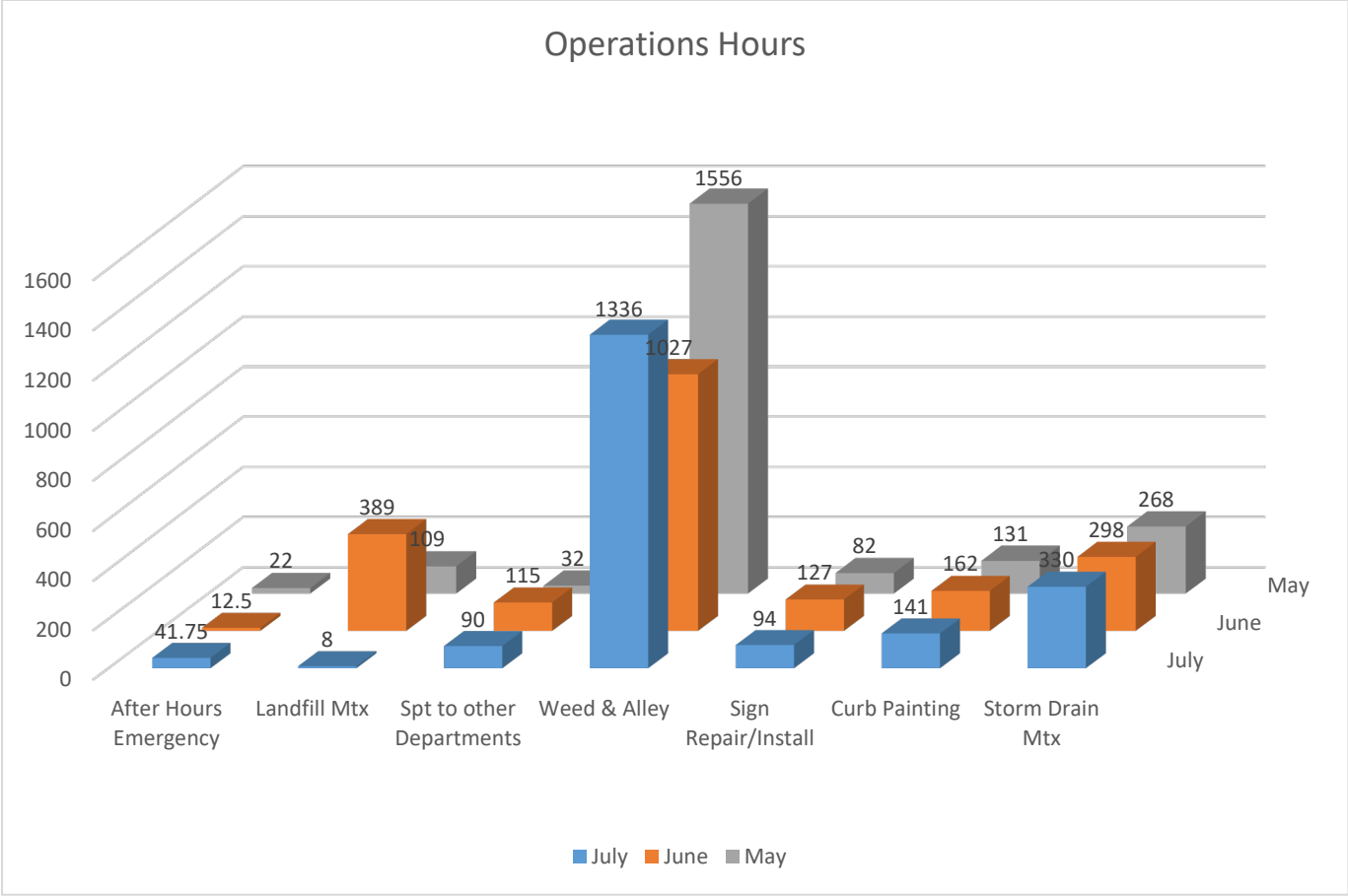
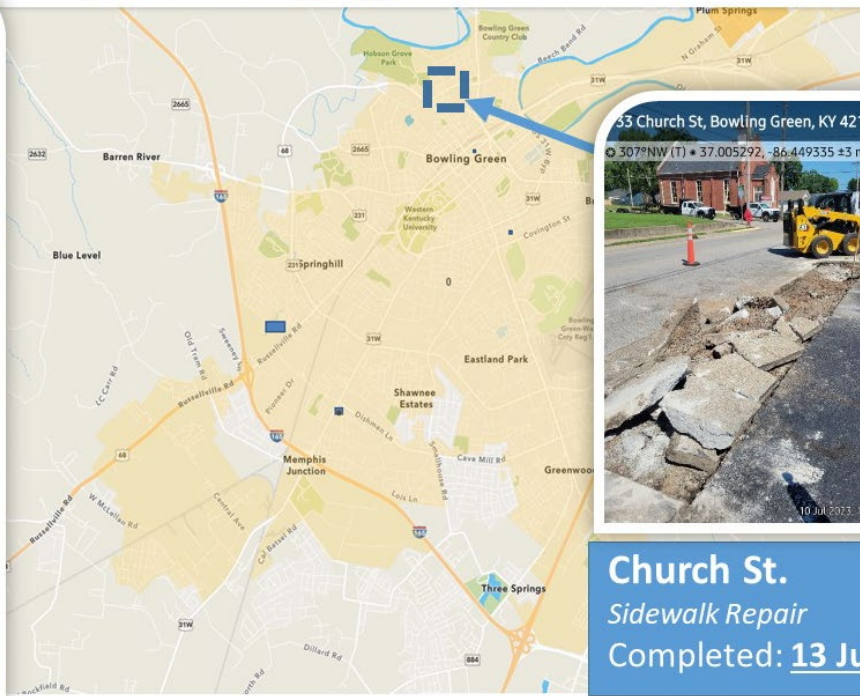


Figure 4- Operations Hours (May-July)

July 2023

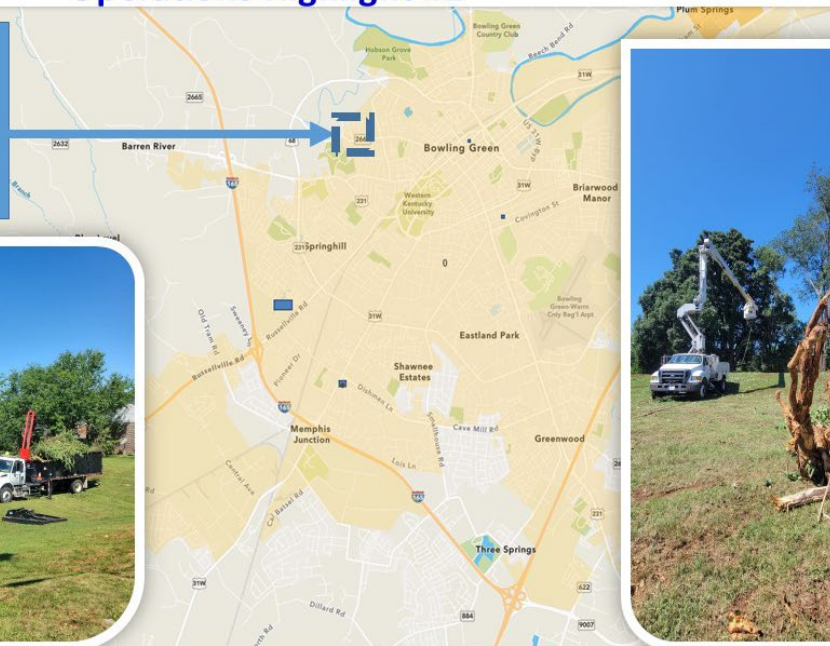
Operations Highlight #1



Church St.
Sidewalk Repair
Completed: 13 July

Operations Highlight #2

1216 Hammond Cir.
Tree Trimming/Fence Removal
Completed: 10 July



July 2023



Planning & Design Update



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

- **Cave Mill Road Design-** Utility topo surveys complete and consultant is scheduling utility agency meetings to review for accuracy.
- **31-W Bypass-** Coordinated with KYTC on the repaving and striping on 31-W bypass to pave and stripe the city-maintained portion of Broadway (headed into the downtown). Completed on 22 July.
- **College St. Road Diet- Riverview to 6th St-** Part of Census Block 102.1 Right of Way Improvement project. Bid documents are being prepared (graphic below).
- **Storm Infrastructure Improvements-** Identified and worked with a design consultant on scope and costs for up to \$3M in storm infrastructure improvements to submit through NCS for Disaster Recovery grant money

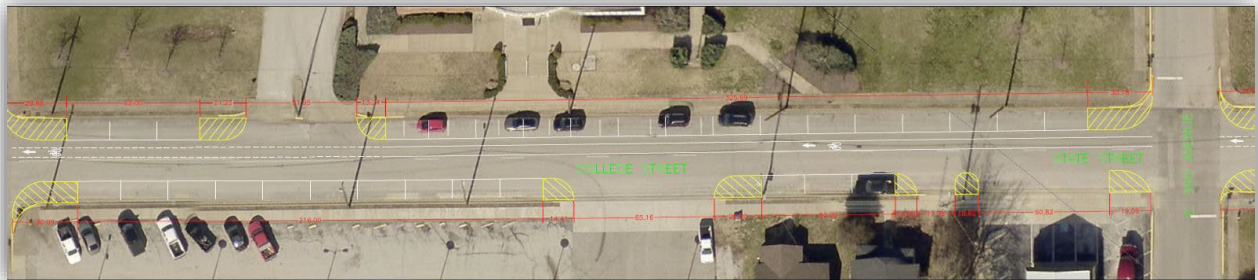


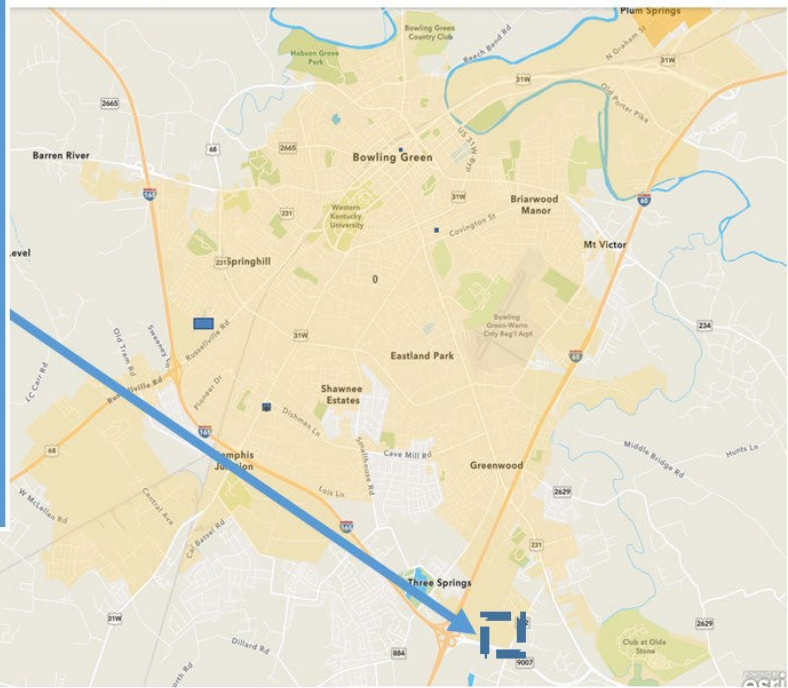
Figure 5- Extract from College Street road diet plan.

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Planning & Design Highlight #1



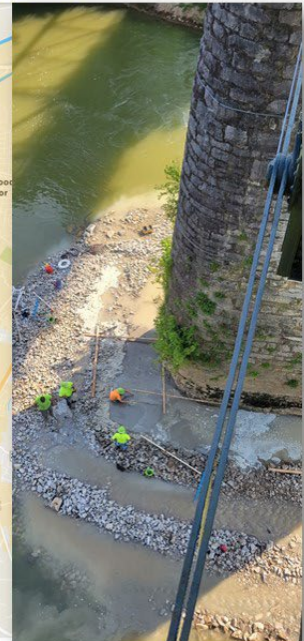
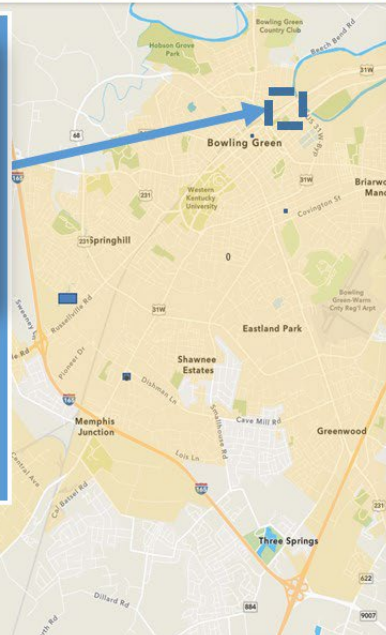
Magnolia Hills
City Acceptance Inspection
Completed: 20 July



Planning & Design Highlight #2



College Street Bridge
Mud Slab install
Started: 16 June
Photo Update: 27 July



July 2023



Environmental Compliance Update

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



- **Creekwood Greenway Update** – Work for the outdoor classroom and stream observation point is completed, save paving. All work and materials to date have been donated by Scotty's Contracting and Bushels & Blooms. MKSK Studios has been selected to both prepare a master plan for the park and design the upcoming playground. A grant application has been submitted for an elevated boardwalk along the trail for 250k in CDBG funding. To date commitments via grants, donations, and partnerships are approaching one million.
- **KSA Convention Update-** Bowling Green hosted the Kentucky Stormwater Association Annual Conference this month. Roughly two hundred attendees from across the region gathered for updates and training from numerous officials and colleagues. Courtenay Howell sits on the Board of Directors and should be proud of the successful conference she helped to organize.

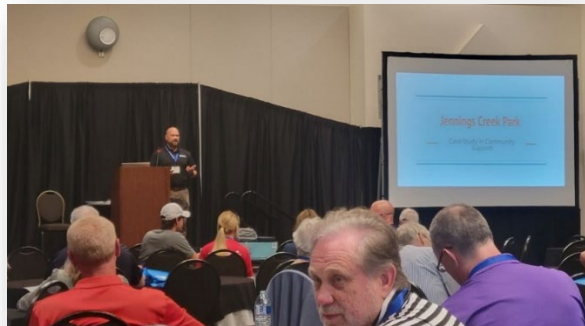


Figure 6- Mr. Matt Powell discussing Jennings Creek Park improvements during the 2023 Kentucky Storm Water Association Conference at the Sloan Convention Center (12 July)



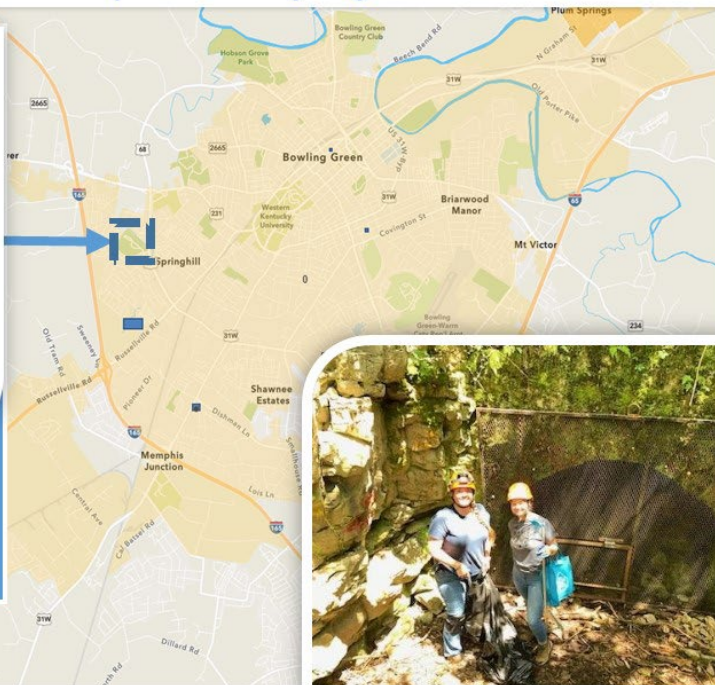
Figure 7- Mr. Matt Powell leads a tour of Kentucky Storm Water Association members in Lampkin Park Cave (14 July)

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Environmental Compliance Highlight #1



**Lampkin Cave Inspection &
Trash Clean Out**
Conducted: 5 July



July 2023



Facilities Update

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



- **Transit Hub Reno-** Looking to bid the interior renovations the month of August.
- **Fire Station #8 Construction-** Construction is progressing smoothly with footings completed, masonry stem walls substantially complete, under slab plumbing well underway, and masonry walls in progress and storm shelter concrete slab being complete. Anticipated work includes continuing masonry wall construction, completion of the floor slabs, starting steel erection and continuing in wall rough in.



Figure 8- Current Status of Fire Station 8 Construction (12 July)

- **Fire Station #5/Public Safety Training Center Construction-** Construction has started full speed ahead with the installation of erosion control, stripping top soil, asphalt demolition, concrete flat work demolition and building pad preparation. Anticipated work includes completion of the building pad, beginning building foundations and site utilities.

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Figure 9- Current Status of Fire Station 5 (13 July)

- **New Building Maintenance Mechanic Interviews-** We are in the process of interviewing individuals to fill the role of Building Maintenance Mechanic. This will hopefully be complete in August. This will help Facilities better serve the employees of the City of Bowling Green especially with the addition of full maintenance of Fire Stations as of 1 July.



Full Time Facilities Managers



Hiring

July 2023



Fleet Update

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



- **Facilities Tour-** Fleet hosted the American Public Works Association Sothern Branch meeting on 17 July.
- **Annual Generator Inspection-** All city generators were inspected in July.
- **Annual Parts Inventory Conducted-** All parts and merchandise inspected.
- **New Police Vehicles-** Lettering on all 8 FY23 patrol cars was completed and the vehicles were transferred to a shop in Nashville for complete up-fitting.
- **FY24 Vehicle Purchases-** Fleet will oversee the purchase of 34 new vehicles for the city starting this month (19 of the new purchases will be Dodge Chargers, 2023 is the last year of Charger production).



Figure 10- Fire Aerial Being Serviced at Fleet (11 July)



Total Parts used in July
2023 (All Departments)

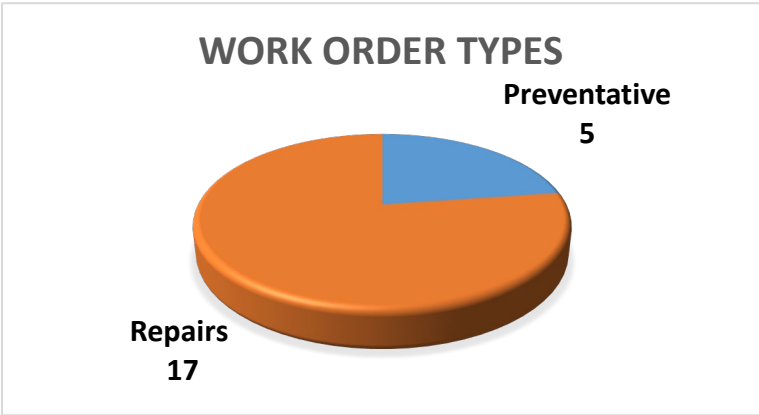
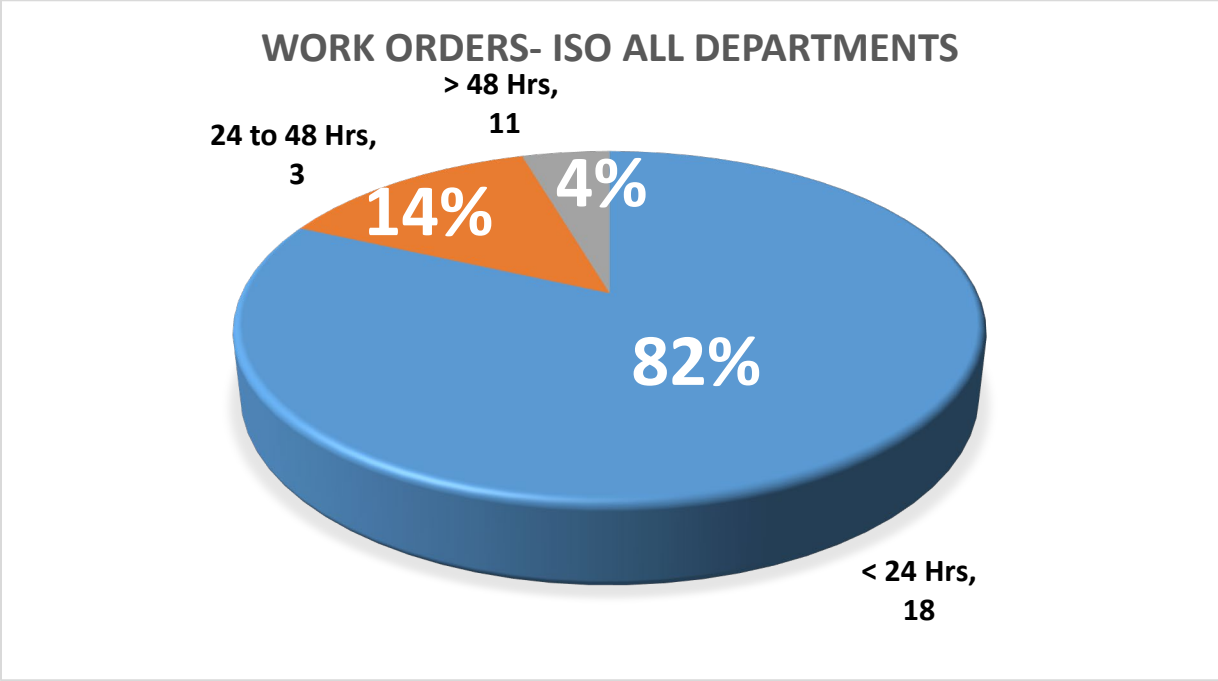
205



Total Vehicles & Major
Pieces of Equipment

323/274

July 2023



July Work Orders

46 Created

22 Completed

48%



Full-time Mechanics



Part Time Mechanic

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Figure 11- Mr. Keith Patton working on a police cruiser (12 July)

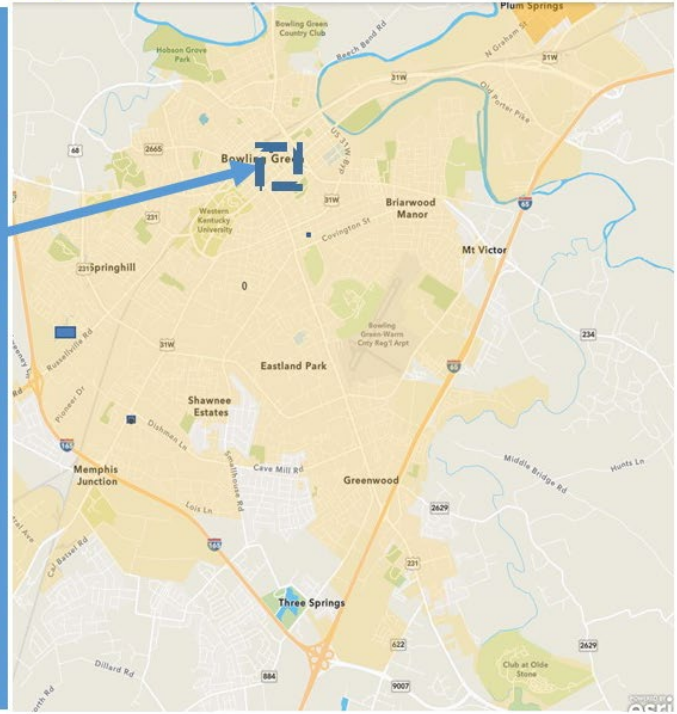


Figure 12- Mr. Randy Phelps conducting parts inventory (14 July)

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Fleet Highlight #1

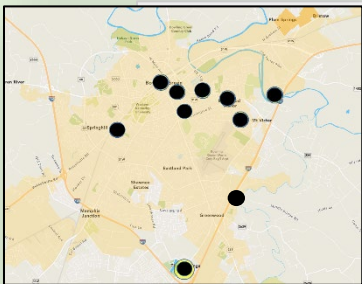
Fire on State St.
Refueling Fire Vehicles
Event: 21 July



July 2023



DASHBOARD



Citizen Feedback Snapshot (July 2023)

2nd Report
(Different Citizen)

Magnolia St.



McFadden's Ferry



Gatewood Ave



11th & Center St.

Mooreland Dr. (Pumpkin Alley)

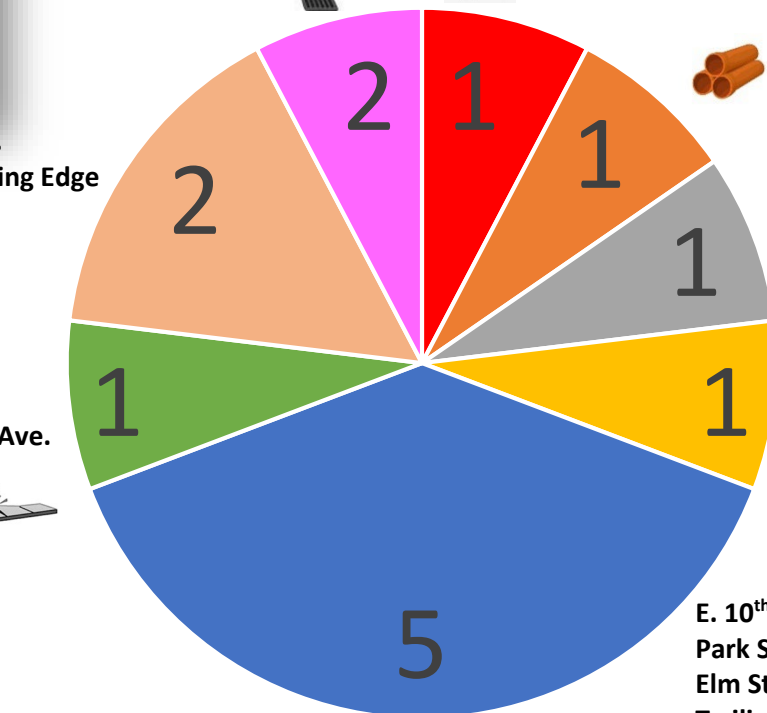


E. 10th & E. 11th Ave (Alley)
Park St.
Elm St.
Twilight Ave.
Willow Way

E. Main Ave.
River's Landing Edge



Riverwood Ave.



Light Post

Drainage



Signal

Mowing

Tree Limb Removal

Sidewalk

Signage

Sidewalk/Curb

July 2023



Public Works
Dashboard
 Serving **75K** Residents
 43 square miles



58/65



597 vehicles/eqp



164
Vehicles

Vision
 Safely, efficiently, and professionally enhance
 the quality of life for the citizens of Bowling
 Green



Administration 3/3	Planning & Design 6/8 (+1)	Facilities Management 2/2 (+1)	Fleet Management 11/11 (+1)	Operations Crew 1: 6 AM Crew 2: 730 AM 32/34 (-1)	Environmental Compliance 4/3 (+1)
Andy Souza Director	Melissa Cansler City Engineer	David Hehner Facilities Mgr	Denise Gilland Fleet Mgr	David Delp Ops Div Mgr	Matt Powell Environmental Mgr
2023	2001	2007	2018	2018	2007

Miles of Road (16 Miles per/yr Overlay)	Miles of storm sewers	Miles of Sidewalks	Injection Wells/ Sinkholes	Signalized Intersections	Water Quality Units
277	71	187	1,079	23	1400

