

December 2023



Monthly *Caretaker* Report



Andy Souza, Public Works Director

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To: Jeff Meisel, City Manager

RE: Public Works Monthly Report for December 2023

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

Date: Submitted **02 January 2024**



Figure 1- Fleet repairing leaf machines on demand to minimize disruption (1 Dec). The city owns 5 leaf machines.



Operations Update



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

- **Summary-** Operations completed **61 work orders** in December (74 for November). Operations milled and patched **2 sections of roadway** and repaired/installed **32 traffic signals** and **81 signs**. Operations conducted leaf pickup in all 10 work zones throughout the city in December. Crews also removed storm debris from the 9 December severe weather events.

Current Month (December 2023)



**Potholes
Repaired**
4



**Street
Sweeping
Hours/miles/tons**
79/190/18*
* Estimated



**L/ft
Sidewalks
Repaired**
78



**Tons of
Asphalt Used**
4.9

Previous Month (November 2023)

28

76/213/20.3

144

12.3



Figure 2-Director Andy Souza standing in leaves at the WKU Agriculture Center site (14 Dec)

Leaf Pick-up Statistics

Since 30 October

Loads to date:

220

Tons to date:

935

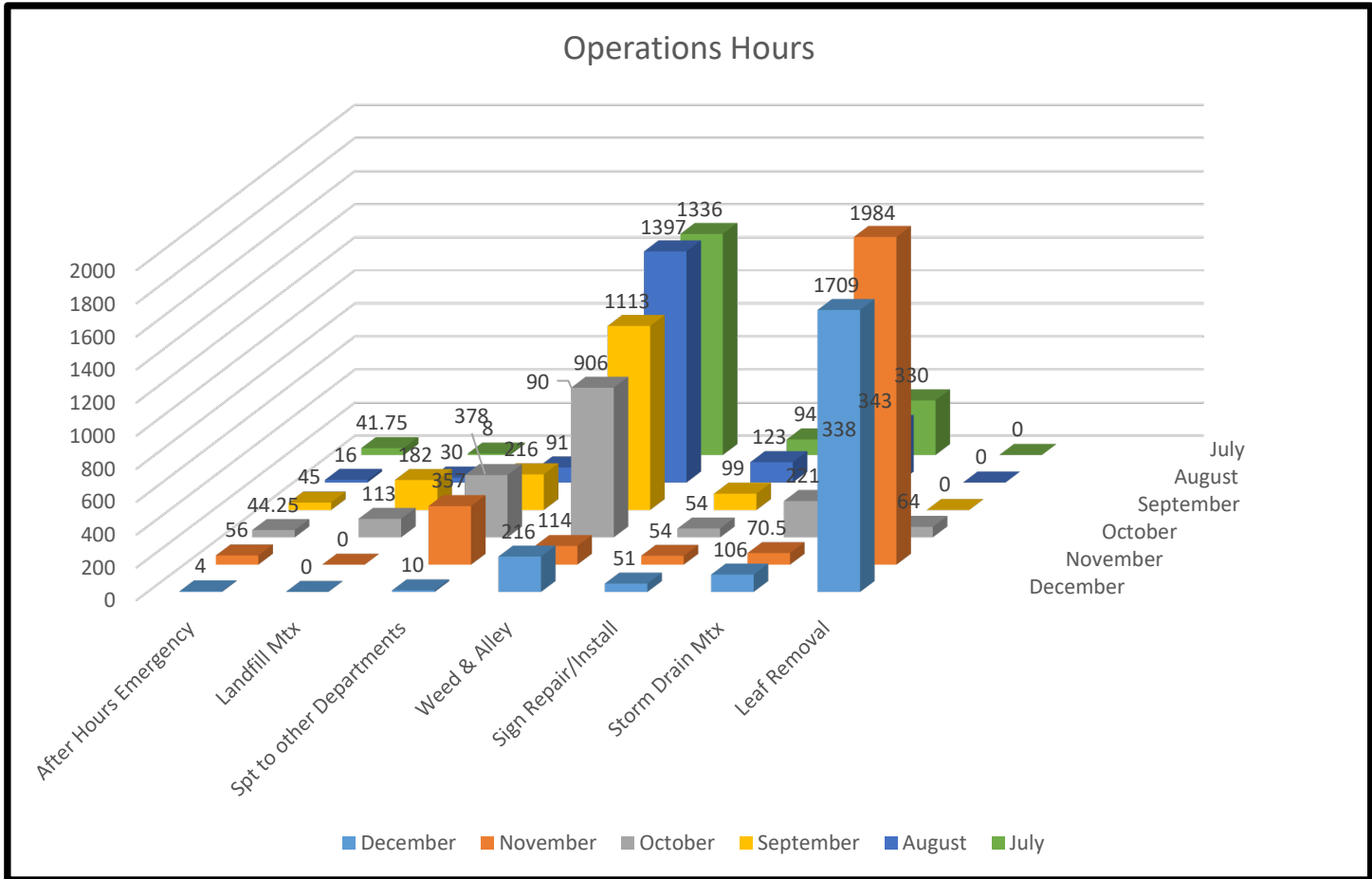


Figure 4- Operations Hours (July - December)



Figure 3- Operations Maintenance Tech III Tommy Burris runs a sweeper (Unit 4153) up E. 10th Ave (1 Dec). The city owns 2 sweepers.



Unit 4058	Unit 4153
87,915 miles	26,900 Miles
2007	2018

Sweeper debris is sent to a landfill in Glasgow, KY. For November 2023, the debris landfill disposal fee was \$1,013.51

OMT III Wes Jackson uses water pressure to excavate a hole for a concrete pour. Water was used due to the proximity of a gas line.



Operations Highlight #1



Chestnut St. & E. 12th Ave.
Signal Repair Work
In-Progress: 11-12 Dec

Operations Highlight #2



Before

Concrete	\$2,426
Steel Grate	\$3,396
Seed/Fertilizer	\$153
	<u>\$5,975</u>

Oaklawn Way
Stormwater Mitigation Basin Project
Completed: 9 Dec



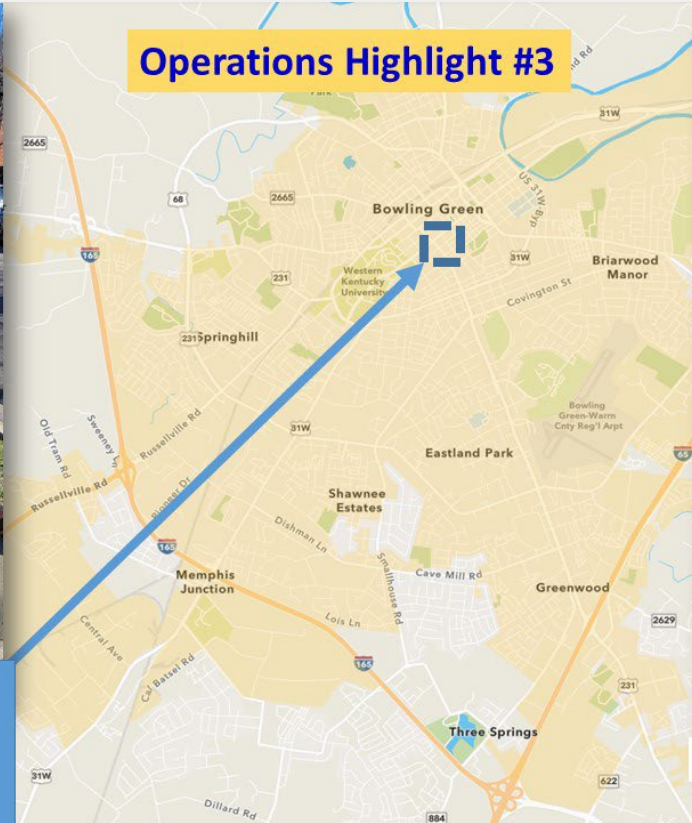
After



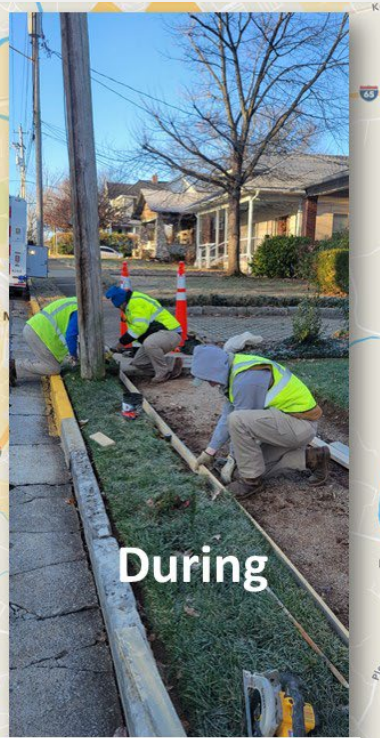


Completed

**Sidewalk Repair
Park St.**
Completed: 12 Dec



Operations Highlight #3



During

Framing 26' of future sidewalk



Operations Highlight #4



Fieldstone Farms
Storm Debris Removal from RoW
Completed: 13 Dec



Planning & Design Update

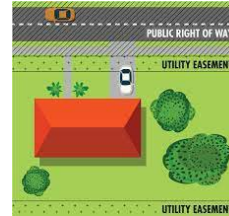
Melissa Cansler, City Engineer
270-393-3212 (office)



Plats Reviewed



Subdivisions Inspected



ROW Permits



CDR Reviews

6	13	14	15
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- **FY2024 Street Overlay Project-** The Board of Commissioners approved Municipal Order 2023-283 on 19 December for the annual street overlay project. This year’s scope includes paving of 13 miles of asphalt and the replacement of 18 handicap ramps for a total cost not to exceed \$1,983,157. **(Graphic below)**
- **Bluegrass Farms Blvd Update** – Geotechnical drilling occurred in early December, focusing on five potential areas of concern identified during the electrical resistivity study. Roadway design is expected to be complete in January, pending drilling results. A property donation/cost sharing agreement has been executed with the impacted property owner; therefore, the project can proceed to bidding once design is complete.
- **High Friction Surface Treatment** – The Board of Commissioners approved Municipal Order 2023-285 on 19 December for acceptance of a bid for High Friction Surface Treatment in the 700 block of 12th Ave. Several recent accidents in this area have occurred over the past 6-months and this treatment is a response to improve safety. The cost of the treatment will not exceed \$80,420. Wear date is estimated at 10 years.
- **Otte Commercial Subdivision Acceptance-** The Board of Commissioners approved Municipal Ordinance 2023-288 on 19 December which formally accepted the Otte Subdivision into the city’s maintenance plan. A total of .20 miles of roadway, associated sidewalk and storm sewer are included in the acceptance for Public Works.

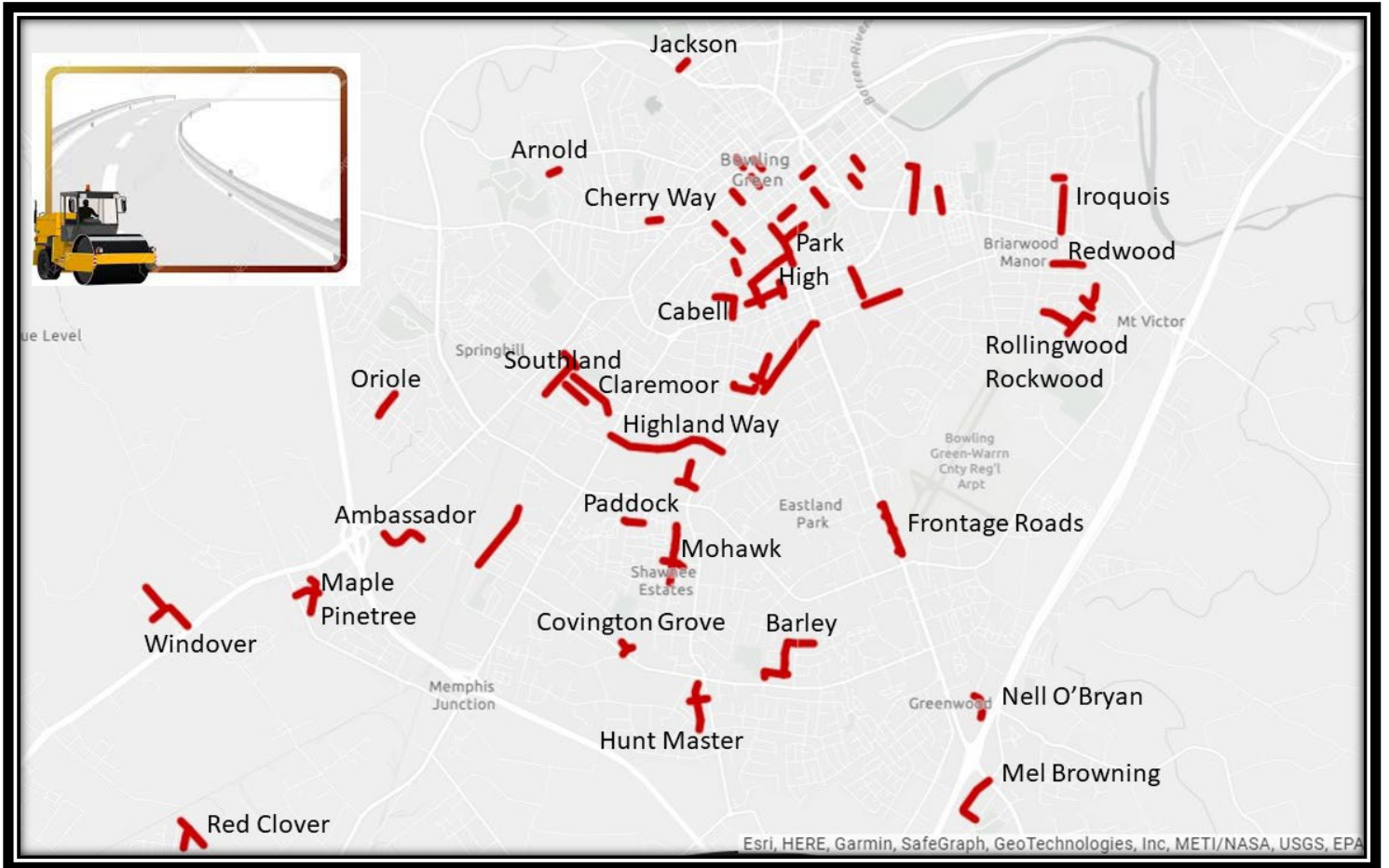


Figure 5-The Board of Commissioners approved the 2024 Street Overlay on 19 December. The areas depicted in red will be milled and replaced with new asphalt, markings and ADA ramps. In total, up to 13 miles of roadway will be replaced/repared. Areas are also deconflicted with planned improvements from the local utilities. For example, BGMU has plans for significant repairs in the western part of the city for 2024, therefore our overlay has been adjusted to minimize redundant roadwork.



Planning & Design Highlight #1



Patrick Way & Westen Ave

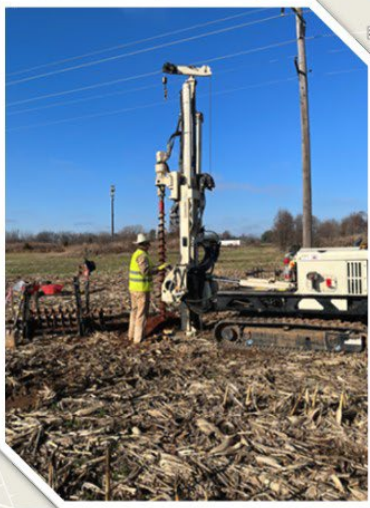
Roundabout Construction

Started: 21 Sept, Completed 28 Dec

Photos: 11 Dec (top), 18 Dec (top right), 28 Dec (bottom right)



Planning & Design Highlight #2



Geotechnical drilling is an exploratory technique used to assess a future build site. It can help engineers and geologists assess the soil, rock, groundwater and other elements underneath the soil. It helps planners evaluate and mitigate karst features before major construction begins.

Bluegrass Farms Blvd

Geotechnical Drilling

Conducted: 8-15 Dec



Environmental Compliance Update

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



- The Environmental Compliance Division is working with Neighborhood and Community Services to maximize the city's application for a grant from the US Environmental Protection Agency to reduce greenhouse gas emissions. The city was previously awarded approximately \$1,000,000 to develop a climate action plan to reduce these emissions. The Climate Pollution Reduction Grant (CPRG) has moved into the next phase with the 19 December Board of Commissioners approval to award Ernst & Young (EY) as the city's consultant. EY will help prepare our submission for the EPA's March deadline for the next phase of the grant process. In total, \$4.6 billion in grants are available for qualified applicants.
- Structures located in designated flood plains are monitored by our division. When possible and if funding allows, the team assists with studies to help update baseline water elevations, map revisions and designated FEMA flood zones. It is the aim of the division to accurately document zones and thereby minimize the amount of addresses remaining in designated flood zones. This allows for lowered flood insurance rates and expands construction opportunities.

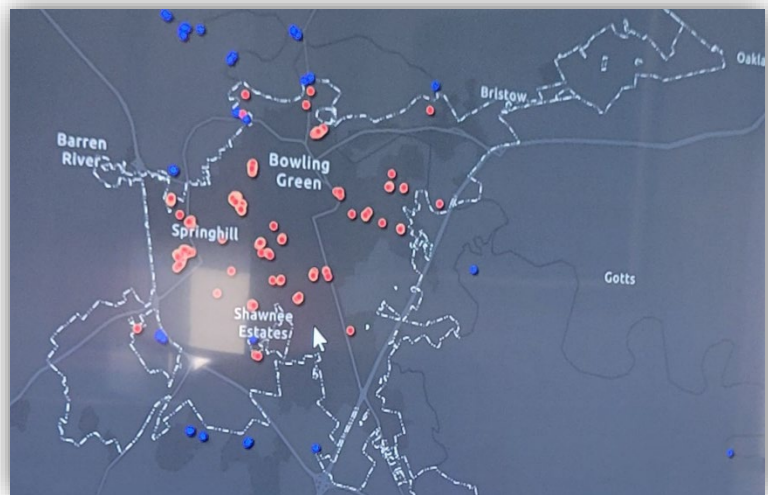


Figure 6- On 7 December Environmental Compliance Manager Matt Powell attended a meeting on structures located in documented flood plains. Attendees included members from Warren County Storm Water and Public Works and the City County Planning Commission. Structures in red are located within city limits

Environmental Compliance Highlight #1



Elm St. & E. 10th Ave
Storm Drain Inspection
Conducted: 5 Dec



Flowstone buildup in the
Whiskey Run storm drain

Environmental Compliance Highlight #2



During

Park St. & Ogden Ave
Sinkhole Mitigation
Conducted: 12 Dec



After



Facilities Update

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

Plumbing 	HVAC 	Electrical 	Carpentry 	Cleaning 	Construction
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Facilities Work Orders by Location

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

Total December Work Orders

58

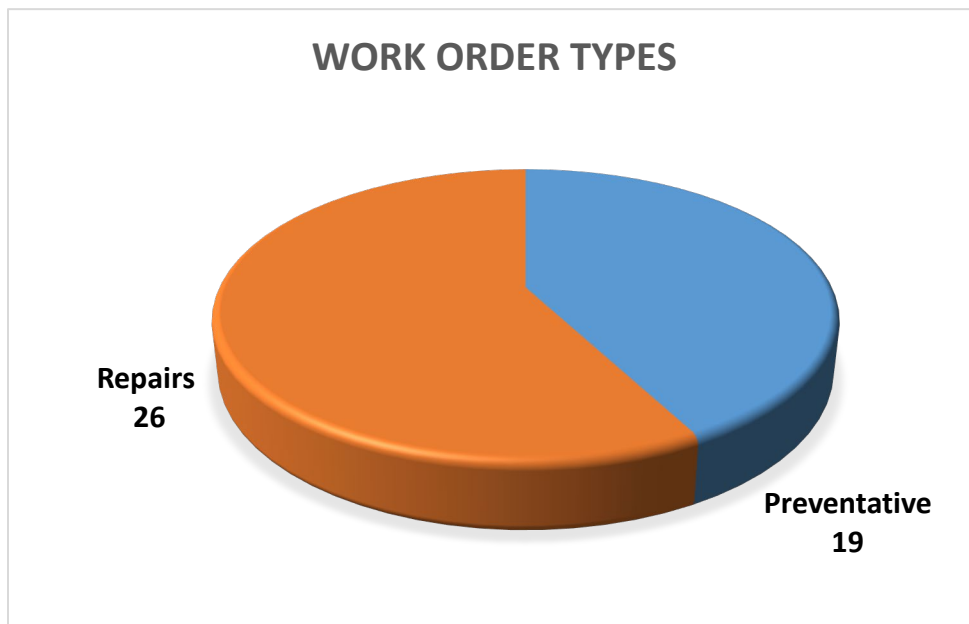


Fleet Update

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



- **Summary-** To date, **26 of 36** 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.



December Work Orders



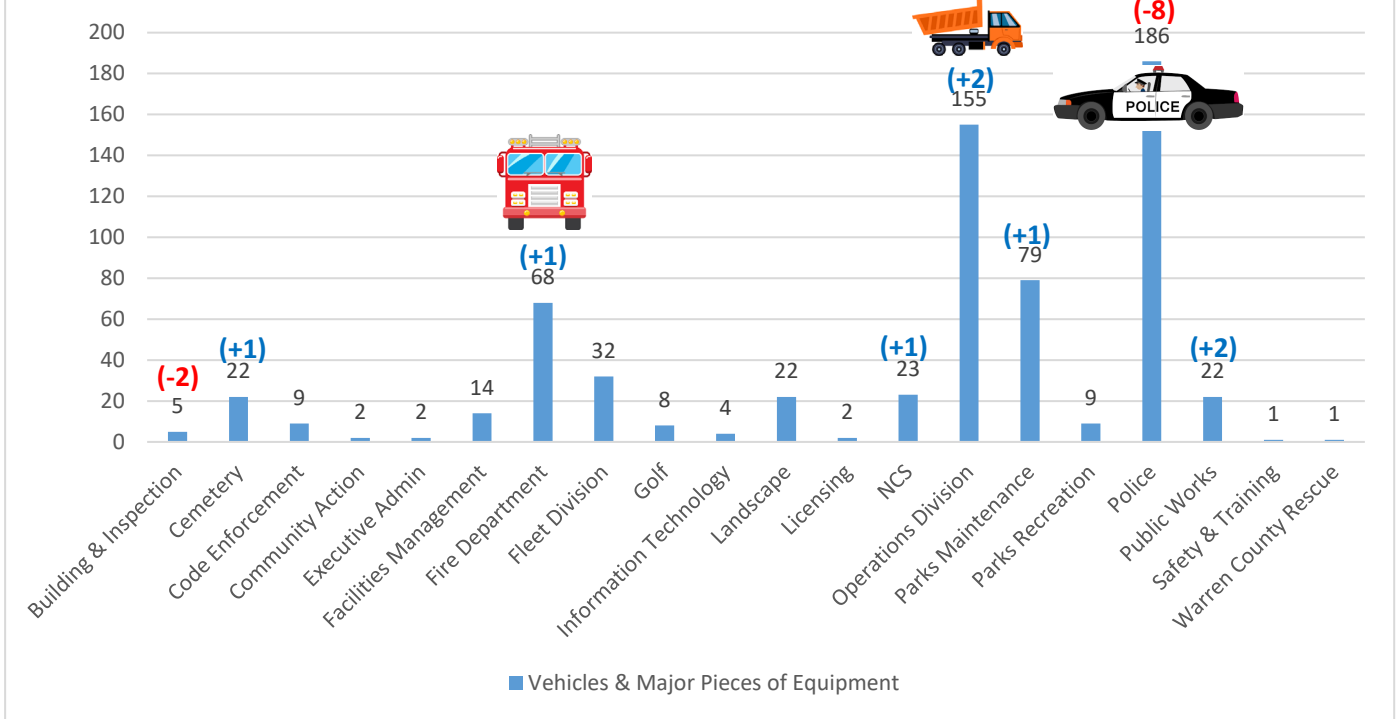
64 Created

45 Completed

70% Completed



Vehicles & Major Pieces of Equipment

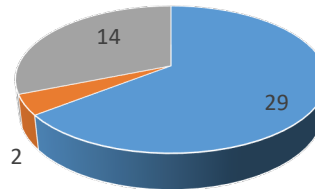


Total Parts used in December

178

(254 in November)

Work Order Closure Rate



■ <24 hrs ■ > 24 hrs & < 48 hrs ■ > 48 hrs

City Fleet Monthly Usage (Previous Month)

November



15.5K

Gallons



3.2K

Gallons



49

Gallons



\$50,689

Dollars



Admin Update



Surplus Property	Environmental Compliance Division	2017 SEAARK 1448MV Aluminum Boat (Unit # 5520). Disposal Method #2. Approved on 4 Dec.
New Hires	Planning & Design Division	The Board of Commissioners approved Municipal Order 2023-268 for the hiring of Dara Price and Journee Nickson for Construction Coordinator I's on 5 Dec.
New Hire	Operations Division	The Board of Commissioners approved Municipal Order 2023-269 for the hiring of Titus Smith for Operations Maintenance Technician I on 5 Dec.
Promotion	Administration Division	The Board of Commissioners approved Municipal Order 2023-277 for the promotion of Farah Wallace to Office Associate II on 19 Dec.
BID	Planning & Design Division	The Board of Commissioners approved Municipal Order #2023-283 for the 2024 Street Overlay Project on 19 Dec.
RFP	Facilities Division	The Board of Commissioners approved Municipal Order #2023-284 for Police Cadet Office Renovations on 19 Dec.
BID	Planning & Design Division	The Board of Commissioners approved Municipal Order #2023-285 for High Friction Surface Treatment on 19 Dec.



Figure 7-Bowling Green Public Works hosted members from Bloomington, Indiana Public Works on 6 December. The City of Bloomington has initiated its accreditation with the American Public Works Association and was visiting Bowling Green to learn about the process.



Figure 8-Presents donated by PW Employees for PW children during the Inaugural Operation Public Works. All children in the department were eligible. Presents for 19 children were collected.

Take Home Vehicles (7)

Division	Fleet #	Employee	Vehicle Type	Mileage
Fleet	7027	Stice	2023 Chevy Silverado ½ Ton	1,341
Operations	4159	Delp	2022 Ford 1/2 Ton	22,882
Operations	4111	Johnson	2015 Dodge Ram 2500 3/4 Ton	67,321
Operations	4160	Walden	2022 Ford 1/2 Ton	16,487
Facilities	5531	Hehner	2023 Jeep Grand Cherokee	8,989
Environmental	5538	Powell	2023 Chevy Silverado ½ Ton	1,736
Director	5529	Souza	2020 Ford Explorer	25,413

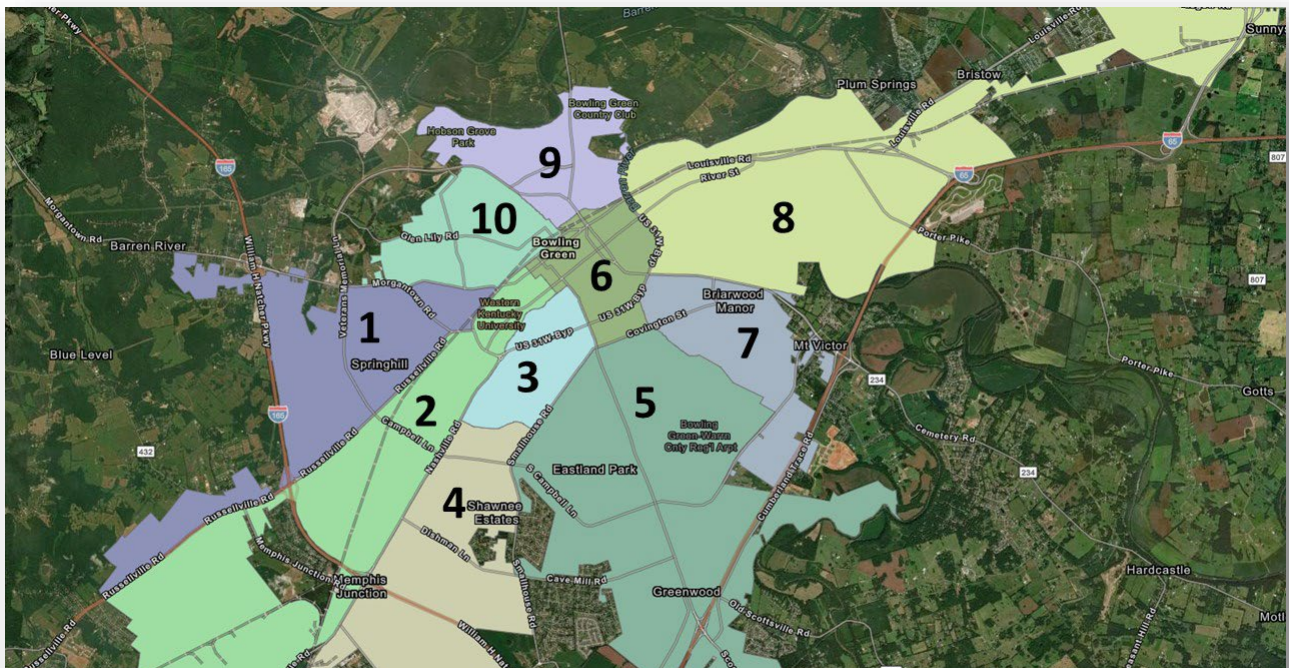


Figure 9-Work Zones (used for sweeping, leaf removal, and snow plowing)