

September

2025

Caretaker REPORT

DEPARTMENT OF PUBLIC WORKS



68

Professionals



Admin
3

Planning &
Design
10

Environmental
Compliance
4

Facilities
3

Operations
35

Fleet
13



As part of the 2026 budget, Public Works has been allocated funds to repave the golf cart paths at Hobson Grove Golf Course. Work commenced on September 17 and is anticipated to take two weeks, utilizing a total of 1,000 tons of asphalt. On the first day of the project, crews successfully used 137 tons of asphalt.



**PUBLIC WORKS DIRECTOR
ANDY SOUZA**



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



Available on our website
www.bgky.org/publicworks



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 **87 work orders** in September. Operations repaired/installed **4** traffic signals and **69** signs. Zero injection wells were drilled. There were 1.96 miles of added maintenance from subdivision acceptance this year (6.53 miles for 2024).

September 2025



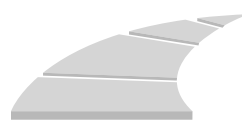
Potholes
Repaired

0



Street
Sweeping
Hours/Miles

132/221



L/ft
Sidewalks
Repaired

154



Tons of
Asphalt Used

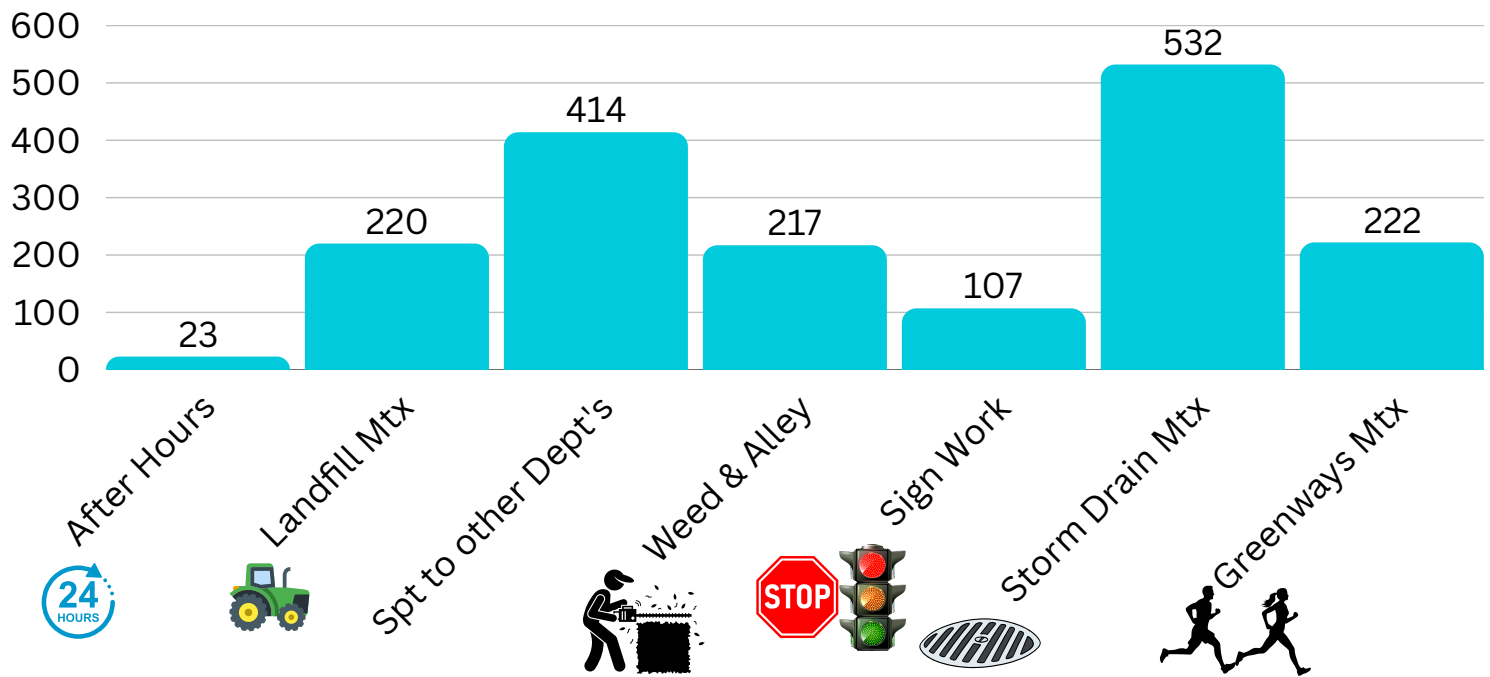
396



Operations Maintenance Technician III Kris Keenan moves dirt and shrubs in preparation for the installation of a school drop-off/pick-up lane modification for the Early Learning Academy near Loop Street. Warren County Public Schools paid for the road overlay and Public Works provided the equipment and workforce for a time sensitive project. (5 September)

Operations Hours

● September



Operations Maintenance Technician Jagger Rone loads debris from the street sweeper into a truck for transport to the landfill. The debris is permitted to “rest” prior to transfer, facilitating the separation of fluids, which are then directed to another area for screening. (September 11)



Before



During

In collaboration with Warren County Public Schools, the Operations Division paved a section of roadway connecting Dragon Street to the Early Learning Academy and extending to Loop Street. This project was initiated and completed within just one week, effectively addressing an urgent traffic congestion issue during drop-off and pick-up times. Public Works crews were responsible for preparing the area, paving the roadway, and installing the necessary signage. (September 8-12)



After







Heavy rains on **4 September** resulted in the temporary flooding of the Fairview Plaza parking lot. During the event, the newly installed flashing signs activated and warned motorists of the danger.



Planning & Design

Melissa Cansler, City Engineer
(270) 393-3212

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

			
Plats Reviewed	Site Inspections	ROW Permits	CDR Reviews
6	54 Initial 398 Reinspections	18	21

Traffic Study Update for All Way Stop Request

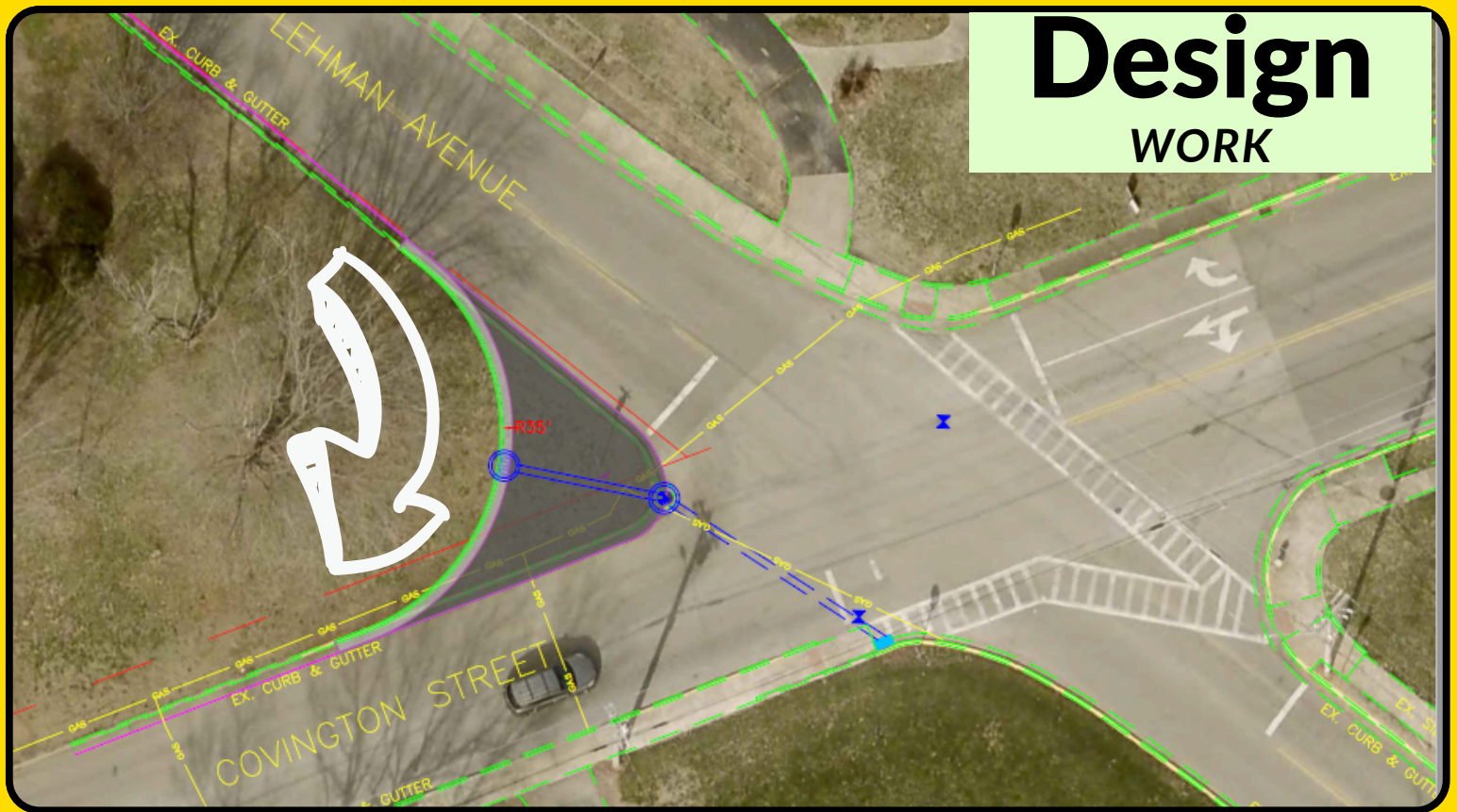
The P&D division is currently conducting a traffic study regarding an All Way Stop request at the intersection of Hampton Dr & Cardinal Way. This request aims to improve traffic flow and enhance pedestrian crossings, particularly due to its close proximity to Potter Grey Elementary School.

As part of the warrant study in accordance with the MUTCD (Manual of Uniform Traffic Control Devices), a turn count assessment was carried out on September 16th. MUTCD is the definitive source for guidance on these types of requests and is published by the Federal Highway Administration.

The traffic study is expected to conclude next month, providing results and recommendations for any necessary improvements to the intersection.



Bottom- (Left) Surveyor I Tyler Phelps and (Right) Surveyor II Rob Evans attended the Kentucky Association of Professional Surveyors Annual Conference (15-19 September).



Several citizens requested a design change to increase the turn radius at the intersection of **Lehman Avenue and Covington Street**. Civil Engineer Trevor Cline, along with members of our Operations Division, conducted an analysis of the intersection and performed hydro excavation to evaluate potential options. The proposed design change is shown above for reference.

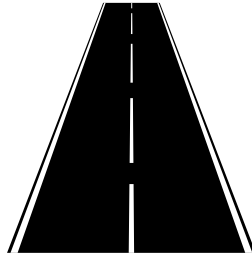
(5 September)

ASPHALT PRESERVATION



Several staff members traveled to the Nashville, Tennessee area to assess asphalt treated with a maltene rejuvenator. Maltenes, a natural constituent of asphalt, play a crucial role in its longevity. A vendor demonstrated various locations where historical applications occurred, illustrating the significant impact these products can have on asphalt preservation. This year, the Public Works department was allocated \$200,000 to initiate a pavement preservation program. (September 11)

Why?



Sample from sales brochure



Extends road life by as much as six years at less than 17 cents per square yard per year



Seals out water and UV, inhibiting raveling and oxidation



Requires no re-striping



Minimizes disruption enabling a return to normal traffic



Reverses asphalt stresses related to Heat Island Effect



Reduces carbon footprint by prolonging the intervals between repaving cycles

EMPLOYEE

Spotlight

Tyler Phelps is our Surveyor I, in our Planning & Design Division of Public Works. He has been with Public Works for 7 years.

Get to Know You:

- **Favorite Movie:** Any of the Rocky Movies
- **Favorite Food:** Long John Silvers (it was something he and his dad used to go eat every Friday night when he was little)
- **Favorite Place to Travel:** Chicago
- **Favorite Quote:** "The most valuable thing you can make is a mistake - you can't learn anything from being perfect."-Adam Osborne
- **One Fun Fact About Tyler:** "I bowled competitively and have achieved 19 perfect games. I have been in several tournaments with PBA professionals and built relationships with some of them. I am also a big Nascar fan and have had the opportunity to meet Rick Hendrick and get on his private jet when he flew into BG a number of years back."

Personal Message to our team from Tyler:

"I am very fortunate to be able to work with the group of professionals that I do every day. The support & respect that we all have for one another makes working for the City of Bowling Green & all the citizens enjoyable & also very rewarding & I can't thank everyone enough for that. I look forward to continuing to work and grow with everyone in the future."



TYLER



Environmental Compliance

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

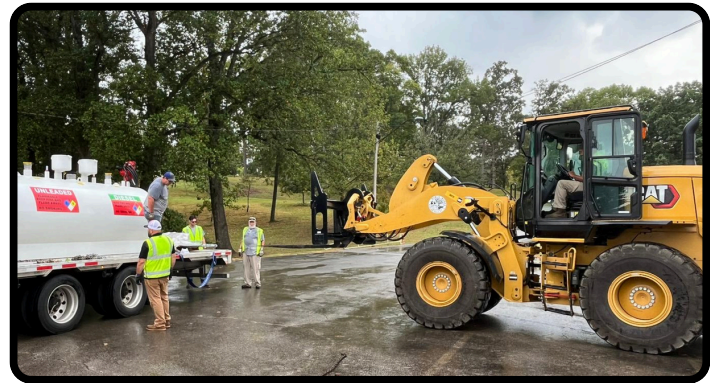


(Top Left) City Geologist Nick Lawhon examines a sinkhole in the Indian Ridge Subdivision, [Chippewa Drive](#). Water was utilized to determine the drainage path of the sinkhole. (Bottom Left) Operations Manager Ryan John assisted with the assessment and discussed the necessary steps for remediation. The site was excavated, repaired and filled with flowable fill. (8-17 September)



Environmental Compliance

Geologist * Sinkholes * Spills * Education * Water Sampling
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(270) 393-3071

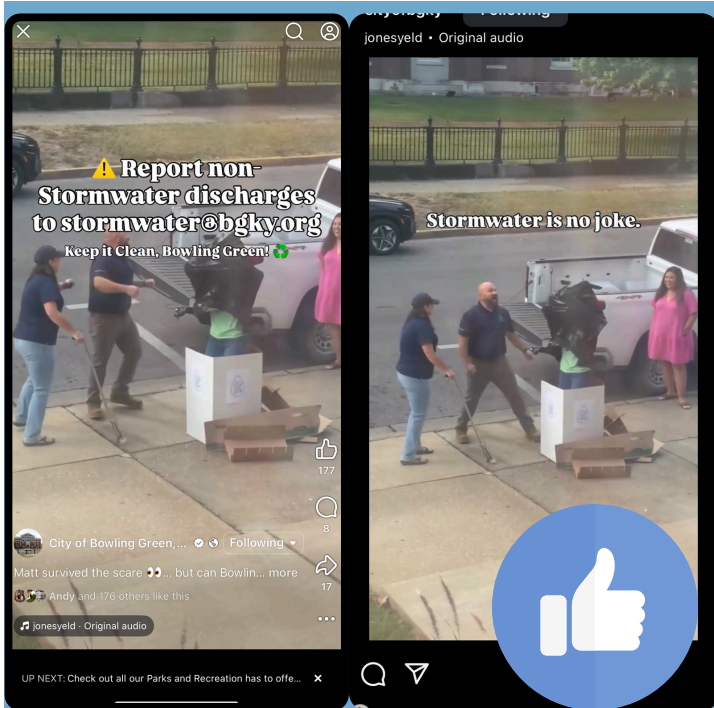


Above Ground Storage Tanks were delivered to the Hobson Grove location and are awaiting placement at their respective sites. This project was led by Environmental Manager Matt Powell, whose efforts and oversight have been instrumental in its success. Special thanks to Inspector Journee Nickson for coordinating between divisions, and to the Operations Division for their support with tank unloading, concrete pad installation, and site delivery. (4-17 September)



Environmental Compliance

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



Courtenay Howell and Journee Nickson (Environmental Compliance Division) collaborated with Lizette Garcia (Public Works Administration) and Reina Johnson (Public Information Office) to create a lighthearted social media video, inspired by a trending workplace prank. The video featured ECD Manager Matt Powell being surprised by Journee hiding in a trash bag. The reel generated over 22k views. (posted 09 SEPT)

Facebook Metrics:

- 177 reactions, 8 comments, nearly 20,000 views, and 17 shares

Instagram Metrics:

- 249 reactions, 13 comments, 2.4k views, 4 shares, 1

The Kentucky Division of Water MS4 Coordinator, Lucas Hanks, audited the city's MS4 permit compliance in September. A few deficiencies were identified during the visit. Some of these issues have already been corrected, while others will take more time, and additional staff, to fulfill compliance requirements due to the scale of work involved. We are committed to meeting all compliance deadlines and doing what is needed to avoid further enforcement actions.



Accompanied by Mr. Hanks, staff conducted regulatory inspections of an active construction site (pictured left), a private post-construction water quality unit, and a city-maintained water quality unit at Bypass Cave (also pictured left). An audit report is available upon request. (09 SEPT)



Facilities

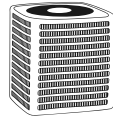
Dave Hehner, Manager
(270) 393-3055

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

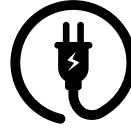
Work Orders 93



Plumbing



HVAC



Electrical



Carpentry



Cleaning

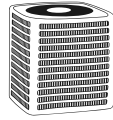


Other

1945	PW Admin	1	1	1			
1992	PW Ops			1		4	Exterior Painting
1992	PW Fleet		4			3	Roof Leaks x4
1907	City Hall	1	4		5	3	Multiple fan coil motor replacements
1946	CH Annex		4	1		2	
1974	NCS		1	3	3		
1997	BGPD	4	5	1		3	Gas Line replacement
2009	Fire HQ		1			1	
1980	Fire #1		1			1	
1980	Fire #2	4	1				
2001	Fire #3		3				



Facilities



Plumbing

HVAC

Electrical

Carpentry

Cleaning

Other

2001 Fire #4	2				2	
2025 Fire #5	2		1		2	
2008 Fire #6			2	1		
2020 Fire #7		2	1			
2024 Fire #8		1	1	1		
1995 Convention Ctr		3				
1872 Hobson House					1	
1930 White House		4				HVAC condensor repair
1987 Transit Building						
 BGPD Tower Spt						



Fleet

Denise Gilland, Manager
(270) 393-3201

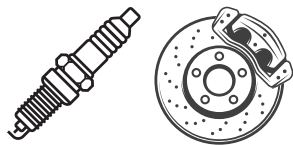
13
PEOPLE

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

Summary

- A purchase order was approved for a new transmission for Unit 8086 (2016 Dodge Ram 2500) in the Parks and Recreation Department in the amount of \$4,365.00 on **3 September**. Mileage 62,258.
- A purchase order was approved for a repair of oil leak and wiring harness for Unit 2259 (2019 Pierce fire pumper truck) in the amount of \$4,692.23 on **9 September**.
- Fleet processed a purchase order for 8 new vehicles for FY26 in the amount of \$506,399.12. Vehicles included a 15-pax van and 4 ¾ ton crew cabs for BGFD, dump trucks for the Landscape Division and Operations Division and a new ProMaster Cargo Van for NCS on **9 September**.
- Surplus approved for Asset #17709, 2016 Dodge Charger Pursuit vehicle, disposal method #2 on **19 September**.

September 2025



Filled
Parts Requests
206



Preventative
Work Order
41



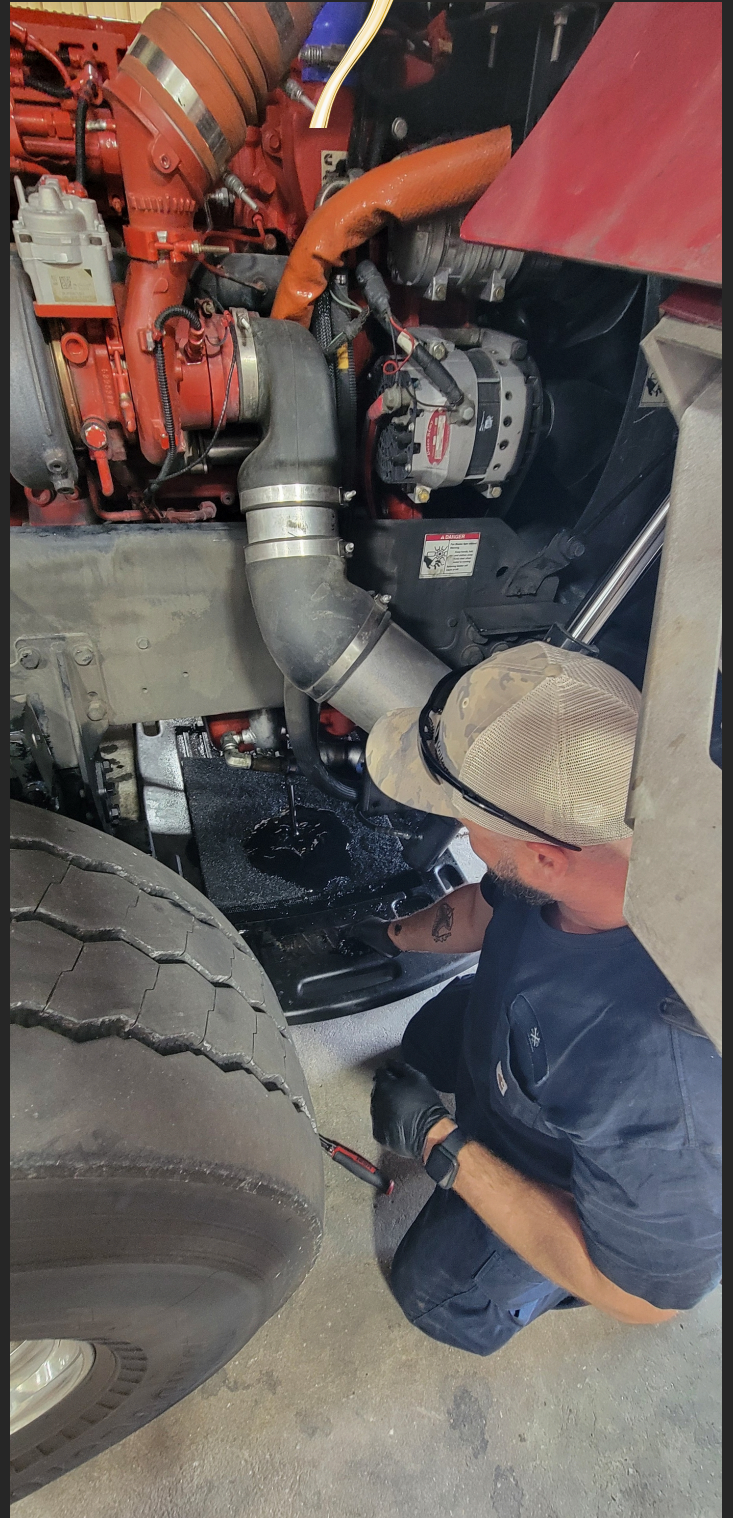
Repair
Work Orders
63



(Left) Emergency Vehicle Technician Jordan Stice assists Master Automotive Technician Nick Updegraff and Medium/Heavy Truck Technician Tyler Meadors with a skid steer repair. (10 September) (Center) Master Technician Paul Staubs services a police cruiser. (17 September). (Right) Tyler Meadors prepares a leaf machine for leaf season. (23 September)

54 THAT'S AN OIL CHANGE!

Quarts



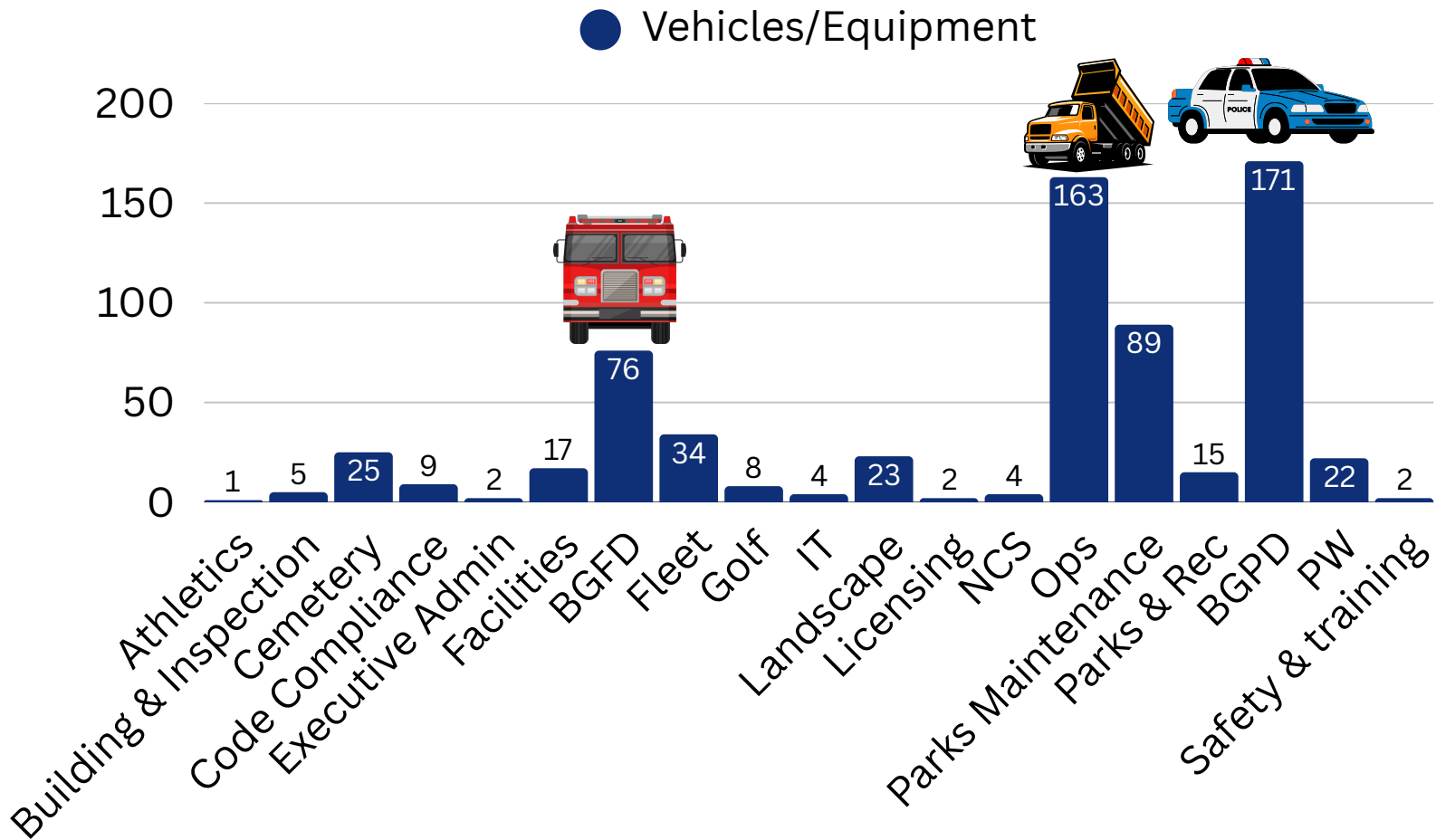
Emergency Vehicle Technician Josh Johnson changes the oil on a fire apparatus as part of preventative maintenance at Fleet (10 September)



Fleet

Denise Gilland, Manager
(270) 393-3201

13
PEOPLE

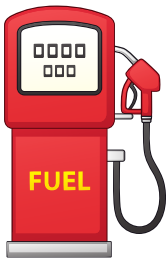


CITY FLEET USAGE

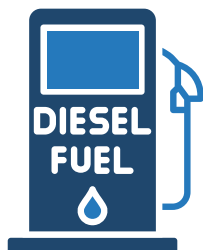


AUGUST 2025

Last Month



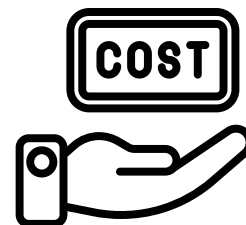
20.3K
Gallons


























4.2K
Gallons



521
Gallons



\$63,205

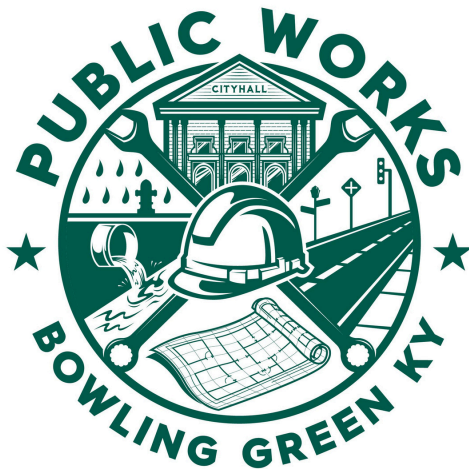
Athletics		1 	
Building Inspection	1 		
Cemetery		2 	
Code Compliance	2 		
BGFD	1 	4 	
Fleet	1 	2 	
Golf		2 	
IT	1 		
Landscape		3 	
NCS			1 
Operations		1 	1 
Parks Maintenance		3 	
Parks & Rec.		7 	4 
BGPD	2 	3 	4 
Public Works	4 	5 	
Safety & Training	1 		



Administration

Andy Souza, Director
(270) 393-3657

Promotion	Operations Division	The Board of Commissioners approved Municipal Order 2025-206 approving the Career Path Advancement of Timmy Cowles to the position of Operations Maintenance Technician III on <u>2 September 2025</u> .
Bid Acceptance	Planning & Design Division	The Board of Commissioners approved Municipal Order 2025-218 and accepting Bid # 2026-10 for cement stabilization from Scotty's Contracting & Stone, LLC in an amount not to exceed \$686,450 for the repair of Commerce Street on <u>2 September 2025</u> .
Surplus	Fleet Division	Asset #17709, a 2016 Dodge Charger Pursuit vehicle, was approved for surplus disposal method #2 on <u>18 September 2025</u> .





In the Media

Bluegrass Farms BLVD Complete (2 September)	WNKY	Click for Story.
Leaf Machine Naming (2 September)	WNKY	Click for Story.
Leaf Pick-up (3 September)	Bowling Green Daily News	Click for Story.
Leaf Season Update (3 September)	104.1 FM/930 AM	Live Radio Show
Storm Preparation (22 September)	WBKO	Click for Story.

