

March 2025

Caretaker REPORT

DEPARTMENT OF PUBLIC WORKS



67

Professionals



Admin
3

Planning &
Design
10

Environmental
Compliance
4

Facilities
3

Operations
35

Fleet
12



Service Technician David Long (top) and Master Technician Paul Staubs (bottom) salvage a transmission from a wrecked Dodge Charger vehicle to be reused.
(5 March)

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 **114 work orders** in March (107 in February). Operations repaired/installed 4 traffic signals and 76 signs. Zero injection wells were drilled. There were 1.96 miles of added maintenance from subdivision acceptance this year (6.53 miles for 2024).

Current Month (March 2025)



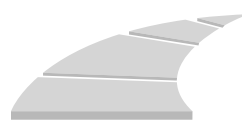
Potholes
Repaired

15



Street
Sweeping
Hours/Miles

86/194



L/ft
Sidewalks
Repaired

115



Tons of
Asphalt Used

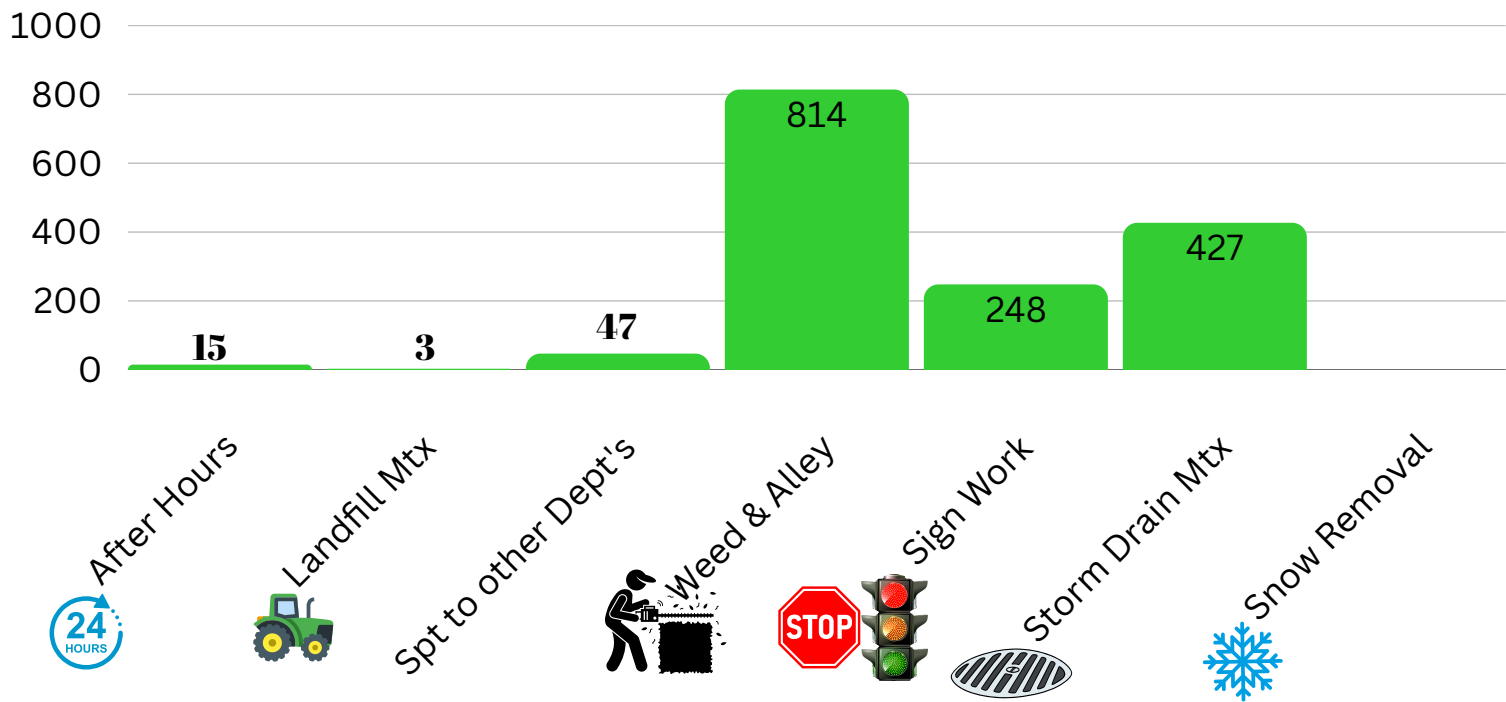
.5



Operations Division cement crews poured a new entrance and sidewalk section to address flooding on Wakefield Street. A 1.5" lip was added along the section to help water flow (7 March).

Operations Hours

● March



Signal Technician II Eric Joiner and Operations Maintenance Technician III Matt Barrow untangle a street signal caused by high winds at West Park Dr and Gary Farms Blvd (5 March).

Duchess Dr.

Final



During heavy rains from 15-16 February, road access to Brookwood Mobile Home Park was cut off due to 12 feet of water. Public Works initiated an emergency access road, completed in just 22 hours by a contract vendor. Public Works crews installed the final permanent bollards the **first week of March**. The roadway remains for vehicle emergency use only. It is open for walking.

Before



During





Operations Street Maintenance crews repair the road shoulder along Plum Springs Loop (6 March)



Operations crews remove a tree and grind the stump along Elm Street (7 March)





The Public Works Operations cement crew replaces old sidewalk at Liberty Way and Glendale Ave. The sidewalk was reported by a citizen as a tripping hazard. (Week of 17 March)







Operations Maintenance Technician III Allen Papp clears undergrowth and trash from city property near Church Street & Pearl Street. Old sidewalk was removed and trees were trimmed (24-26 March).



Planning & Design

Melissa Cansler, City Engineer
(270) 393-3212

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

			
Plats Reviewed	Subdivision Inspections	ROW Permits	CDR Reviews
9	3	14	11

Staff Highlights Tyler Phelps, LSIT was promoted to Surveyor I after passing his Fundamentals of Surveying exam. Tyler's in-house survey efforts will be critical in completing the design of capital improvement projects in a timely fashion and therefore moving those projects to construction.

Daniel Colter received the inaugural Public Works People's Choice Award. Nominated by his peers, Daniel's commitment to the overall success of our team, our department, and the City is second to none.

Cave Mill Road Corridor Project KYTC District 3 right-of-way staff completed a preliminary property acquisition estimate this month based on our design plans and will be taking this to leadership in Frankfort in hopes of getting the highway funds authorized. Once authorized, the City can move forward with selecting a property acquisition firm to begin the acquisition process.

New Sidewalks Program Staff received overwhelming support from our recent survey for the proposed sidewalk on Ridgecrest Way from Rodes Drive to Smallhouse Road. This project will be completed with in-house survey and design. Construction is anticipated late summer/early fall.

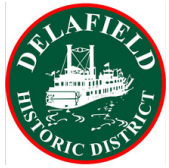
Development Inspections The new Public Works Construction Inspection Checklist was finalized and put into practice this month to help standardize site inspections by the Construction Coordinators. The development team has been collaborating with the Building Division at NCS to improve and unify our inspection efforts on permit inspections. Warranty Inspection Letters were sent out for Charlie Court, Logistics Court and Traditions Section 2, Phase 3.

Greenway/Multi-Use Path Initiatives Staff has finished the initial review of the Scottsville Road Multi-Use Path design, which is planned from Campbell Lane to Three Springs Road. Design should be wrapped up this summer with property acquisition to follow.

The second phase of the West End Greenway initiative will begin in April pending award. The multi-use path recently completed along Gordon Avenue will continue along Double Springs Road to Church Street and ultimately tie to the existing greenway on Kinklock Lane.

Transportation Planning City Engineers participated in various planning meetings in March. The first of several steps in developing the next State Highway Plan (SHIFT 2026 process) involved identifying the top transportation priorities for our MPO among a list of 100+ projects. The MPO is able to sponsor 9 projects which will be included with KYTC sponsored projects and recommended to Frankfort later this year.

Greenway Sponsorship In coordination with MPO's BikeWalkBG, civic organizations, citizen or businesses can sponsor sections of the city's greenway. Sponsors help insure maintenance needs are conveyed to Public Works. The following sponsors have been approved for 2025. Interested in sponsoring a section of the greenway, please visit the BikeWalkBG [website](#).





The Annual Overlay project kicked off on 21 March 2025. Preparation work on Walkerhurst is shown here. A complete list of the proposed streets to be paved with the FY25 funds can be found at <https://www.bgky.org/publicworks/annual-street-resurfacing>

Contact Melanie Shy, Construction Coordinator II with any questions. **(270) 393-4169** 

Daniel Colter, Construction Coordinator II, receives the first annual Public Works People's Choice Award (4 March)



Dara Price, Construction Coordinator I; Journee Nickson, Construction Coordinator I; and Courtenay Howell, Environmental Compliance Coordinator spending time off the clock to expand their knowledge of our cave systems that are unique to our region and play a critical role in our City's stormwater management. (22 March)



Freeport Road Improvements continue. This project is state funded through the Chamber of Commerce and although "developer" driven, Public Works staff continues to provide daily oversight of all aspects of construction. When complete, this 2-lane, narrow roadway will be replaced with a 3-lane, curb and gutter corridor that will provide another primary access to the Kentucky Trimodal Transpark.





Environmental Compliance

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

Citizens Academy Update- City ECD staff collaborated with Warren County Stormwater to accompany members of the Over Fifty Citizen's Academy on an educational trolley tour showcasing different forms of stormwater infrastructure throughout the city, such as Class V injection wells, post-construction water quality units, sinkholes, and cave passages. (7 March)

Stormwater FILOC and Utility Presentation Update- On 18 March, the Environmental team presented to the Board of Commissioners a proposed FILOC and stormwater utility program for the city. The presentation was part of a working group during the scheduled BOC meeting. The board asked for follow-up information to be presented at another open meeting in May of 2025.
water2029



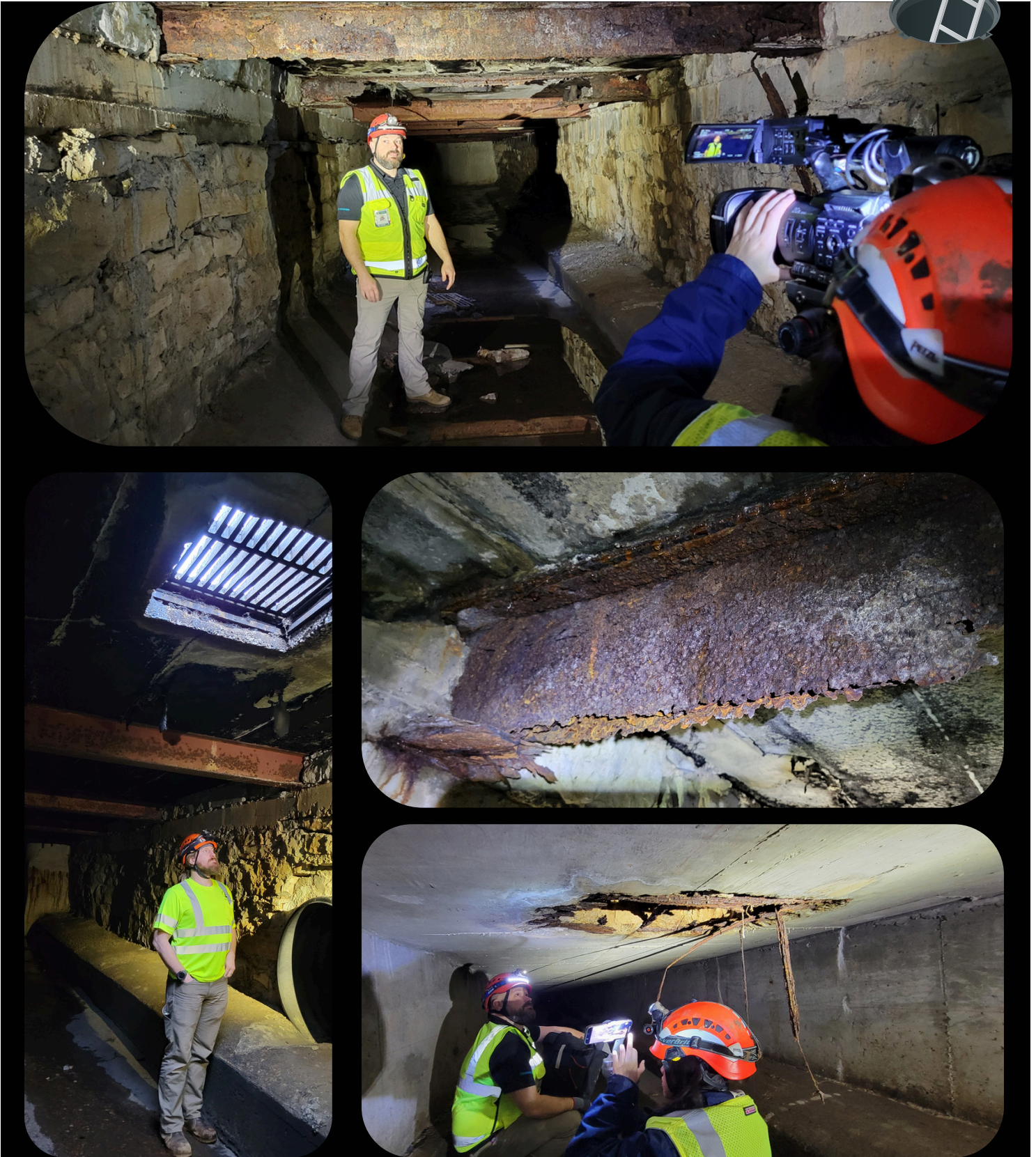
Environmental Compliance Inspector Matt Wisenden shows citizens a stormwater basin behind Menards (7 March)

STEM-A-THON-Environmental Compliance Inspector Matt Wisenden and Environmental Compliance Coordinator Courtenay Howell presented information to students at this year's STEM-A-THON, hosted by the Green River Regional Educational Cooperative (GRREC). Students interacted with the watershed model, assessed the health of a local surface water by evaluating the water chemistry and by the presence of critter indicators. Education of the public is one of the city's pillars associated with its Municipal Separate Storm Sewer System Permit. (26 & 28 March)



Courtenay and Matt instructing children at the STEM event on 26 March.

What Lies Beneath?



Environmental Manager Matt Powell and Geologist Nick Lawhon invited the media to see the current state of the city's stormwater infrastructure. These pictures are from the downtown section, near the Justice Center.

There are over 200 miles of stormwater sewer in the city. (11 March)

<https://www.wbko.com/video/2025/03/11/bg-public-works-seeking-funding-critical-stormwater-issues/>



Elected Officials Eyes On Tour



Mayor Todd Alcott and Commissioner Sue Parrigin tour the Whiskey Run section of storm sewer. Environmental Manager Matt Powell explains the current state of the infrastructure. (14 March)



City Commissioners Dana Beasley-Brown and Melinda Hill tour the Whiskey Run section of storm sewer. Environmental Manager Matt Powell explains the current state of the infrastructure. (17 March)



Facilities

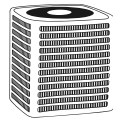
Dave Hehner, Manager
(270) 393-3055

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

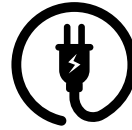
Work Orders 101



Plumbing



HVAC



Electrical



Carpentry



Cleaning

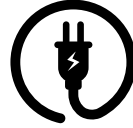
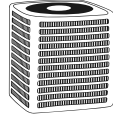



Other

1945	PW Admin			1		2	
1992	PW Ops	4					
1992	PW Fleet	3		2	3	4	
1907	City Hall		1		2	2	
1946	CH Annex	6	1	5	3	6	
1974	NCS	1	1	2		2	
1997	BGPD	2	2	3		1	Roof Leak
2009	Fire HQ					2	Roof Leak
1980	Fire #1				1	3	
1980	Fire #2	1				2	New Lockers \$14,736
2001	Fire #3	1	6	1			



Facilities



		Plumbing	HVAC	Electrical	Carpentry	Cleaning	Other
2001	Fire #4		2	1			Fence Damage
1987	Fire #5				5		
2008	Fire #6					6	Roof Leak
2020	Fire #7			2			
2024	Fire #8				2	1	Roof Leak
1995	Convention Ctr		1	1			Furniture \$39.6K
1872	Hobson House	1	1				
1930	White House						
1987	Transit Building				1	1	
	BGPD Tower Spt						



Fleet

Denise Gilland, Manager
(270) 393-3201

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

Summary

- On 5 March Fleet processed a repair for Unit 2259 (Rescue 1) in the amount of [\\$13,873.72](#) for body damage to the driver's side door frame, sidewall, and fender crown.
- On 5 March Fleet processed a Change-Order repair for Unit 3335 (2023 Police Dodge Charger) in the amount of [\\$8907.98](#). The original estimated repair cost was reported to be [\\$8305.12](#) from 3 February.

Current Month (March 2025)



Filled
Parts Requests
226

Preventative
Work Order
60

Repair
Work Orders
109



Fe₂O₃

Public Works has requested the purchase of 2 new F-750 dump trucks as part of the FY26 budget. The trucks are the workhorses of the fleet and are used for snow plowing, leaf pick-up, and asphalt hauling. Salt and weathering are extremely hard on these vehicles. A new truck costs \$150,000.



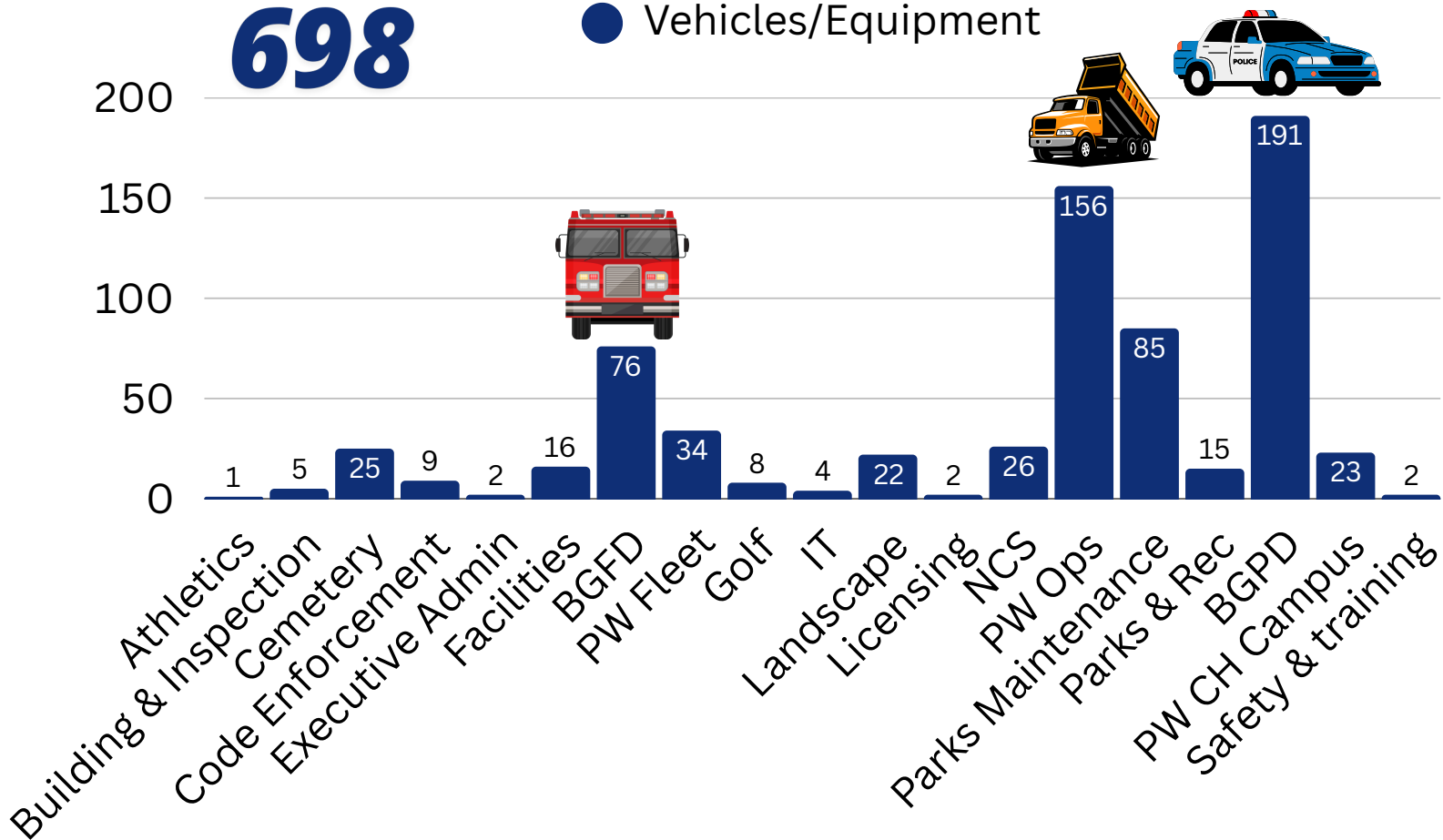
Fleet

Denise Gilland, Manager
(270) 393-3201

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

698

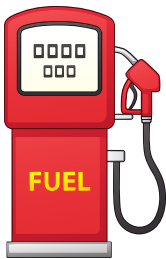
● Vehicles/Equipment



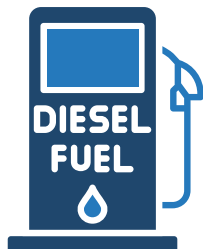
CITY FLEET USAGE



FEBRUARY



15.6K
Gallons
























2.9K
Gallons



189
Gallons



\$46,106

BGPD	3 	2 	4 
Public Works	5 	2 	
NCS			1 
BGFD	3 	2 	
Operations	2 		1 
Parks Maintenance	4 		
Parks & Rec/Golf	9 		3 
IT		1 	
Fleet	2 	1 	
Safety		1 	
Atheltics	1 		
Code Enforcement/Building Inspection		3 	
Landscape	3 		
Cemetery	2 		

54

**L
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A
S
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D**



Administration

Andy Souza, Director
(270) 393-3657

Miles of Subdivision Acceptance (2025)	Sinkholes (2025)	Storm Drainage "Watch List"
1.96 Miles (6.53 in 2024)	Single Tree Way	*Josephine St. *Walden Rd. *Shannon Way *North Lee Dr. *Stubbins St. *Creason St. * Red Maple St.

Surplus	Fleet Division	2013 Nissan Rogue (Unit 2244), Asset # 17561. Disposal Method 1, donation to another municipality. Approved on 11 March 2025.
Surplus	Fleet Division	2013 Nissan Rogue (Unit 2245), Asset # 17560. Disposal Method 1, donation to another municipality. Approved on 11 March 2025.
Promotion	Environmental Compliance Division	The Board of Commissioners approved Municipal Order 2025-59 for the promotion of Courtenay Howell from Environmental Compliance Inspector to Environmental Coordinator on 18 March 2025.
Promotion	Planning and Design Division	The Board of Commissioners approved Municipal Order 2025-60 for the promotion of Tyler Phelps from Construction Coordinator II to Surveyor I on 18 March 2025.



2024 Director's Award



**Congratulations
Courtenay Howell!!!**

Environmental Compliance Inspector

- Women's Leadership Pod-International Erosion Control Association-[February 2024](#)
 - 1 of 8 in the United States
- IECA Mentorship Program- North Carolina State University-[February 2024](#)
- Elected Vice President of the Kentucky Stormwater Association-[July 2024](#)
 - Also elected to serve as the Secretary
- Selected as the Public Works Caretaker of the Month-[August 2024](#)
- Public Works Director's Coin-[September 2024](#)
 - Advocating for all city employee health benefits
- Led the Kentucky Water Blues Field Day-[November 2024](#)
 - Glen Lily Demonstration Site awarded Environmental Project of the Year by the Kentucky Chapter of the American Public Works Association

We are Proud of you!!!