

## City Manager's Letter

Dear Fellow Resident,

It is my pleasure to present the **Fourth Annual City Report and Calendar** for your review.

The theme of this year's report is *Bowling Green Parks Through the Seasons*.

I invite you to visit all of these community jewels; whether in spring, summer, winter or fall, each season provides the user with a uniquely different experience.

Although our City parks may change their appearance over the months, our values as a City service organization do not.

We are driven by four basic goals:

- To provide for open, honest, representative government.
- To deliver the highest quality services at the lowest appropriate costs.
- To help our community compete in a world wide economy.
- To improve the quality of life for all residents.

As we continue to deal with the many issues facing our City during these difficult economic times, let us not forget the beauty right before us as we rediscover Kentucky's Hometown.

Bowling Green First,

Kevin D. DeFebbo City Manager November, 2009





## Board of Commissioners Senior Management Team

#### **Board of Commissioners**



Front Row, Left to Right: Mayor Elaine Walker and Commissioner Catherine Hamilton Back Row, Left to Right: Commissioner Brian "Slim" Nash, Commissioner Joe Denning and Commissioner Bruce Wilkerson

#### Senior Management Team



Front Row, Left to Right: Greg Johnson (Fire), Mike Grubbs (Citizen Information & Assistance and Human Resources & Risk Management), Alice Burks (Housing & Community Development), Kevin D. DeFebbo (City Manager), and Doug Hawkins (Police)

Middle Row, Left to Right: Deborah Jenkins (Internal Auditor), Ernie Gouvas (Parks & Recreation), Katie Schaller (Assistant City Manager/City Clerk), and Kim Lancaster (Executive Assistant/Public Information Officer)

Back Row, Left to Right: Emmett Wood (Public Works), Jeff Meisel (Finance), Lynn Hartley (Information Technology), and Gene Harmon (Law)

## Vision

The City of Bowling Green is a dynamic urban center, which is a hometown for families and home of the nationally recognized Western Kentucky University.

It has a vibrant downtown and riverfront and a strong, growing economy.

Our diverse Bowling Green residents have access to top quality education, can enjoy an active lifestyle with cultural, recreational and leisure opportunities and live in safe, livable neighborhoods.

We take pride in our great community.



## Mission

The City of Bowling Green is committed to strengthening our vibrant community by focusing on quality of life, service delivery, fiscal responsibility, public safety, neighborhood revitalization, visionary leadership, and economic development.





# 2009: The Year in Review and a Look Ahead

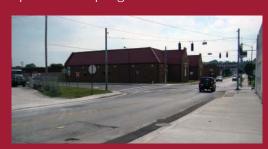
ROADS AND TRANSPORTATION: BETTER WAYS TO GET AROUND TOWN

#### **COMING SOON**

- The Greenwood Lane re-alignment project is underway and is set to improve congestion on Scottsville Road.
- Old Morgantown Road final design is complete, property acquisition and utility relocation are underway and construction will begin in FY2010. This project will make Bowling Green more pedestrian friendly.

#### WHERE ELSE WE'RE INVESTING

- The Double Springs East Sidewalk Project is completed and will fill a large gap in the existing neighborhood sidewalk.
- The City will continue resurfacing streets in FY2010 based on highest need.
- The sidewalk, curb and gutter repair and replacement program will continue.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					New Year's Day	2
					City Offices Closed	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Martin Luther King Day	19	20	21	22	23
	Wartin Euther King Day					
	City Offices Closed					
24	25	26	27	28	29	30
31						



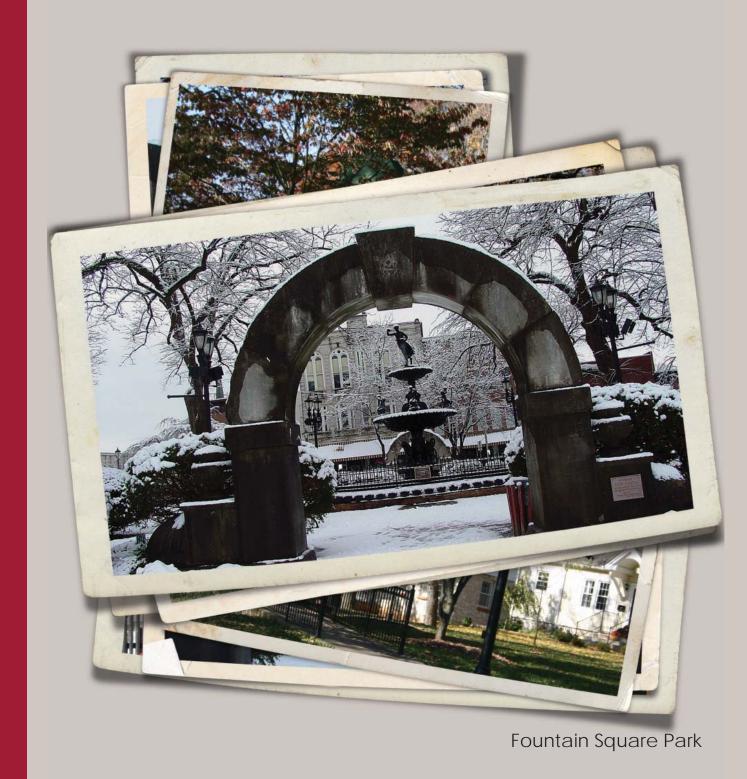
## STRONG NEIGHBORHOODS: IMPROVING INFRASTRUCTURE, EMPOWERING PEOPLE

- Bilingual sidewalk workshops were held in the Westside Community to pinpoint where additional sidewalks should be built. In addition, the City participated in summer strolls, small group meetings, and distributed business cards to reach Hispanic residents.
- The City purchased property on Double Springs Road to help resolve longstanding drainage problems in the neighborhood.



- The second, Five Year Consolidated Plan for the Community Development Block Grant program was completed with input from individuals and agencies throughout the community.
- "Keep Kids Alive, Drive 25" yard signage program was implemented.
- Housing and Community Development completed a Housing Market Analysis, projecting a need for an additional 7,500 to 8,500 housing units in the City by 2030.





#### DOWNTOWN REDEVELOPMENT/RIVERFRONT

• The construction of Bowling Green's Minor League Ball Park was completed, and the Hot Rods played their first season.



- The historically significant Standard Oil Building, located in Circus Square Park, was restored and converted to an adaptive re-use as restrooms for the park.
- The City purchased and demolished several dilapidated structures along Third Avenue to improve the safety and appearance of the neighborhood.
- A system was developed to track and calculate the City's incremental downtown TIF revenues.
- The City worked closely with the Downtown Redevelopment Authority regarding the transition of Riverfront, Fountain Square and Circus Square Park scheduling.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	Groundhog Day 2	3	4	5	6
7	8	9	10	11	12 Lincoln's Birthday	13
Valentine's Day	Presidents' Day	16	17 Ash Wednesday	18	19	20
21	22 Washington's Birthday	23	24	25	26	27
28						



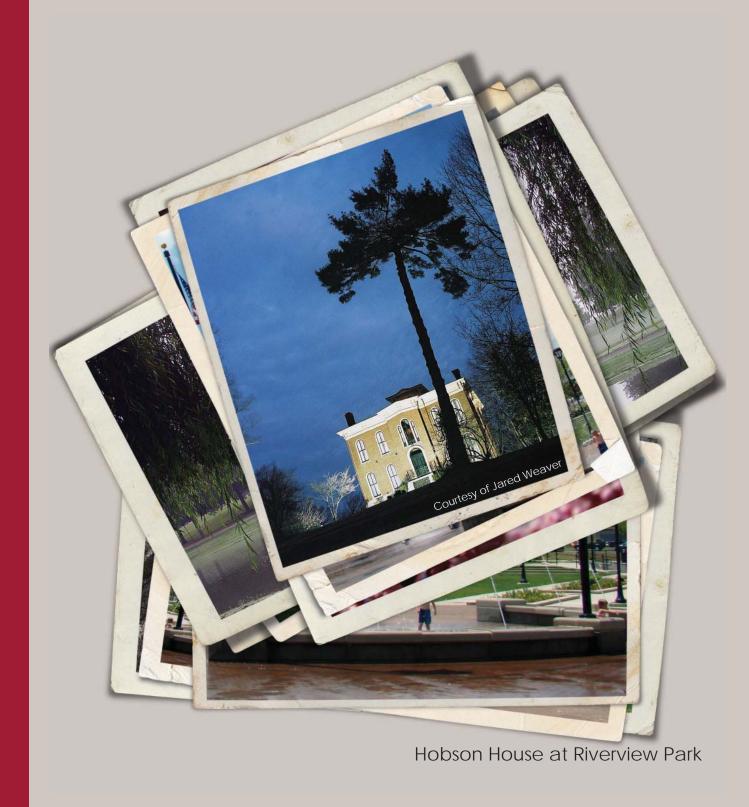
## PUBLIC SAFETY: MORE STAFF, BETTER EQUIPMENT

• The new Greenwood Fire Station was completed nearly \$200,000 under budget and is fully staffed.



- Mobile Data Computers are now installed in all patrol vehicles, outfitting officers with electronic reporting, citation capabilities and increased public safety communications.
- An International Communities Liaison was appointed within the BGPD to build positive relationships between the department and members of the international communities.
- The Disaster Recovery Site at the Greenwood Fire Station is wired, equipped and activated. This site houses the secondary 911 center and is a back-up for City computer servers.
- Ten new fire recruits were trained and are now sworn members of the BGFD.
- 55 BGPD vehicles are now equipped with in-car digital video cameras.





• Renovation of the Fire Headquarters Station is underway. Also, a new building is being built next to the Station to serve BGFD's administrative functions.



- A process was implemented for the upload of in-car videos to the Police Department and to the Justice Center when needed.
- Three new fire trucks were purchased at \$270,000 under budget.
- A new police detective position was created, bringing the total number to 13.
- In addition to shotguns and handguns, BGPD officers are now equipped with patrol rifles, which may be more effective in specific situations.
- All Toughbooks (rugged laptops) were replaced in fire vehicles.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 Daylight Savings Time Begins	15	16	St. Patrick's Day	18	19	Spring Begins 20
21	22	23	24	25	26	27
Palm Sunday 28	Passover Begins 29	30	31			



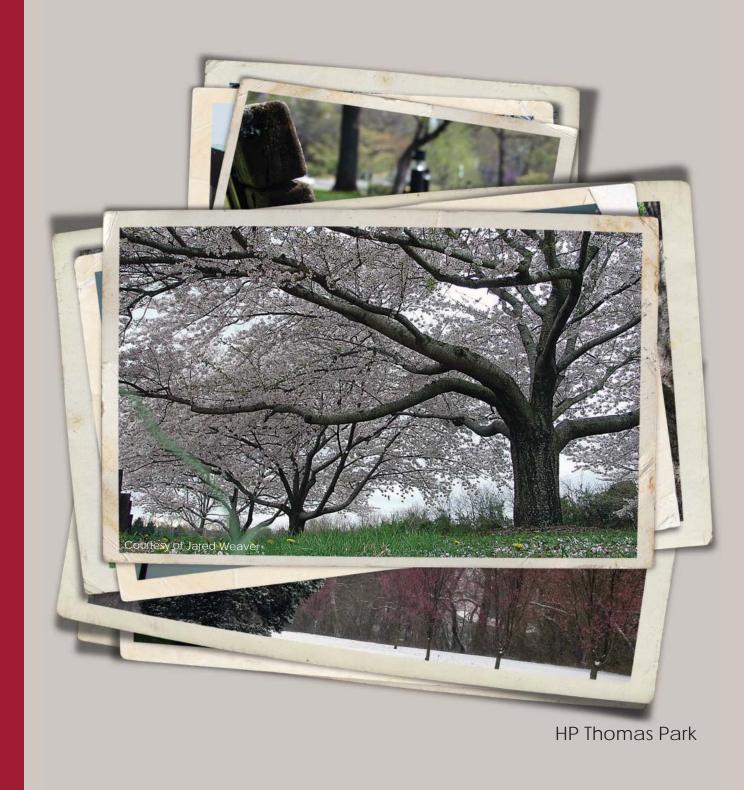
## PARKS AND RECREATION: NEW AND IMPROVED FACILITIES

- Total Parks and Recreation revenue was up 2% to a record \$2.5 million.
- The Kereiakes Park ten-court tennis complex renovations were completed and is now equipped with player-controlled lighting.
- New and improved batting cages were added to Kereiakes Park through donated funds.



- Over 1.1 million participants enjoyed parks services last year, a 2% increase and new record.
- ADA compliant bleachers were installed at Pedigo, Kereiakes and Hobson Grove parks.
- Restrooms were constructed at Pedigo and Lampkin Parks.
- An expanded deck was added to the CrossWinds Golf Course Pro Shop.
- Over 60,000 landscape plants and trees were added to our parks and community.





#### WAYS WE'RE SAVING MONEY

- The City received several one-time allocations of funding through the American Recovery and Reinvestment Act of 2009, including the Community Development Block Grant, Energy Efficiency and Conservation Block Grant, funding for the Public Transit GoBG system, and Department of Justice funds.
- Public Works reduced staff and sustained budget reductions without reducing service delivery.



- Custodial services were restructured, resulting in a projected 3-year savings of more than \$98,000.
- Issued 2009 General Obligation refunding bonds, saving approximately \$765,000 through FY2020.
- Select City copiers were replaced, providing added functionality at a lower cost.
- All capital improvement projects were completed within budget, including the downtown signal upgrade, Lost River Wetlands and others.
- Parks and Recreation received donations totaling \$61,126.
- Preventable injury rates for City employees were the second lowest since FY1996, allowing for a \$12,600 reduction in insurance premiums.
- The Convention Center event parking lot development was completed through private/ public partnership at no cost to the City.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				April Fool's Day	Good Friday 2	3
					City Offices Closed	
Easter 4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	A description to the	Earth Day 22	23	24
			Administrative Professionals' Day	Earth Day		
25	26	27	28	29	30	
				_,	Arbor Day	



#### **BETTER WAYS OF WORKING**

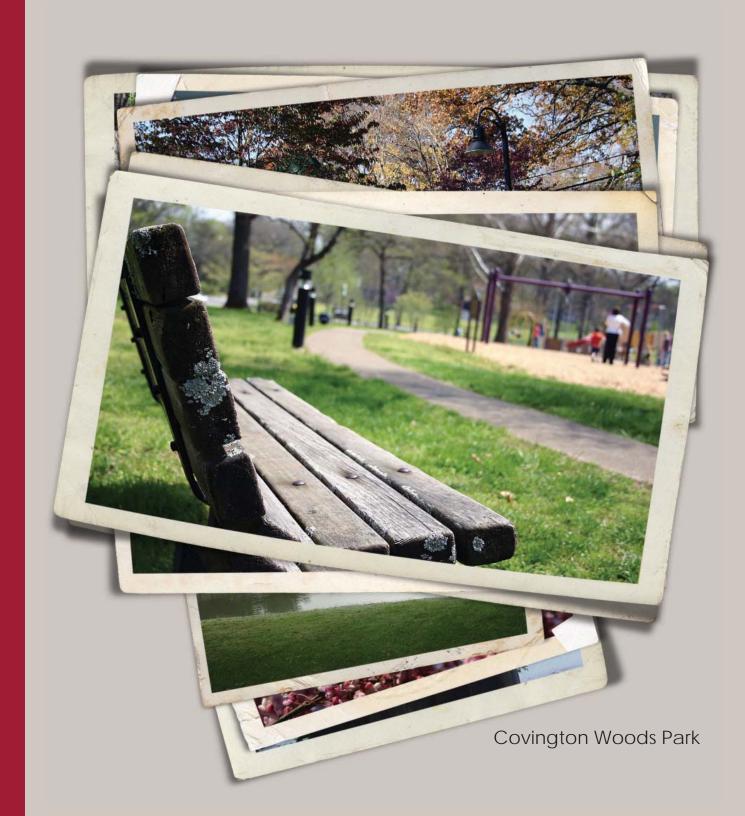
• Multiple City departments and outside agencies worked together to develop on-line GIS mapping that is available to the public.



- A wireless mesh network is now working for public safety, many employees, and several public access hot spots.
- Several processes have been moved from paper forms and old systems into our more efficient, multifunctional New World System.
- Government Access Channel 4 began streaming live on the City's website.



- Most major City facilities now have indoor wireless capabilities for employees and guests.
- General Obligation bonds were issued for the ballpark, construction of the Greenwood Fire Station, expansion and renovation of the Fire Headquarters Station, and renovation of the Fire Airport Station.



- Fleet software was significantly upgraded, including replacement of all aging hand-held devices, improving productivity and reducing down time.
- A Financial and Internal Control Bootcamp training was conducted for all City funded agencies.
- \$63,691 in delinquent property taxes and fees and approximately \$6,926 in code enforcement charges and fees were collected.
- A new driver certification program was developed for all Fire Department drivers and relief drivers.
- The Convention Center electronic message board was bid out and installed.



- Bowling Green Fire Department transitioned to new entry level and promotional level testing companies.
- An inventory program was developed for controlled assets under \$5.000.



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1
3	4	Cinco de Mayo	6	7	8
10	11	12	13	14	15 Armed Forces Day
17	18	19	20	21	22
24	25	26	27	28	29
Memorial Day					
City Offices Closed					
	10 17 24	3 4 10 11 17 18 24 25  Memorial Day 31	3 4 Cinco de Mayo 5  10 11 12  17 18 19  24 25 26  Memorial Day 31	3 4 Cinco de Mayo 5 6  10 11 12 13  17 18 19 20  24 25 26 27  Memorial Day 31	3 4 Cinco de Mayo 5 6 7  10 11 12 13 14  17 18 19 20 21  24 25 26 27 28  Memorial Day 31



#### **BETTER SECURITY**

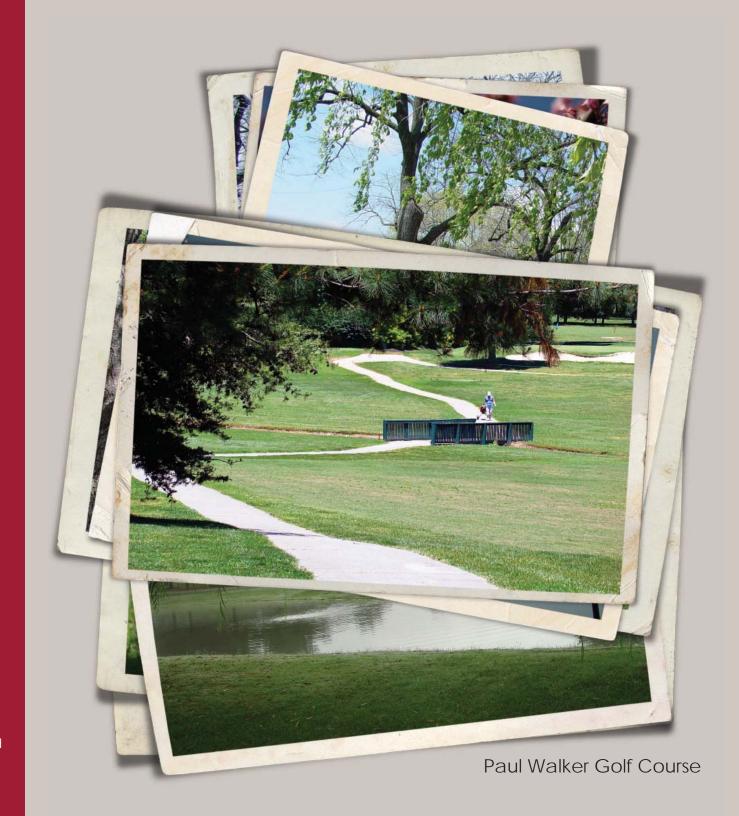
• Additional surveillance cameras were installed at a number of City facilities including parks administration, golf courses, and other parks facilities.



- The procurement card policy was revised and changes were implemented.
- Internal audits were performed in four City areas in order to insure proper internal controls and improve the effectiveness and efficiency of the City.
- Renovations were made to the IT Department in the City Hall Annex to add additional security.
- Planning and Zoning's website is now on the City's server.

#### **BETTER PRICE TAG**

- More than 200 energy consumption reduction projects were identified with projected annual savings of approximately \$42.000.
- \$636,000 in occupational tax revenues were collected through inspections, audits and additional collection efforts.
- Changes were implemented to the Employee Medical Benefits Plan, including the addition of a three tier benefit-premium system in order to save money.
- Police equipment under-spending allowed six remaining police cars to be painted black and white.



#### **DISTINCTIVE**

- Bowling Green Fire Department was the first fire department to become accredited in Kentucky.
- Bowling Green was one of eight communities nationwide selected by the U.S. Department of Housing and Urban Development to be recognized for reducing or eliminating regulatory barriers to developing affordable housing.
- The Standard Oil Building received the 31st Annual Ida Lee Willis Memorial Foundation Preservation Project Award for outstanding examples of restoration or rehabilitation of historic buildings.



- A large scale cyber-bullying program was initiated through the BGPD as part of the third annual Student Solutions Program.
- Fleet Management Division was awarded ASE certification for the sixth consecutive year.
- In-house television/web programming for meetings and events in the Commission Chamber of City Hall now exists.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	Flag Day	15	16	17	18	19
Father's Day	Summer Begins 21	22	23	24	25	26
27	28	29	30			



#### **OUTSTANDING**

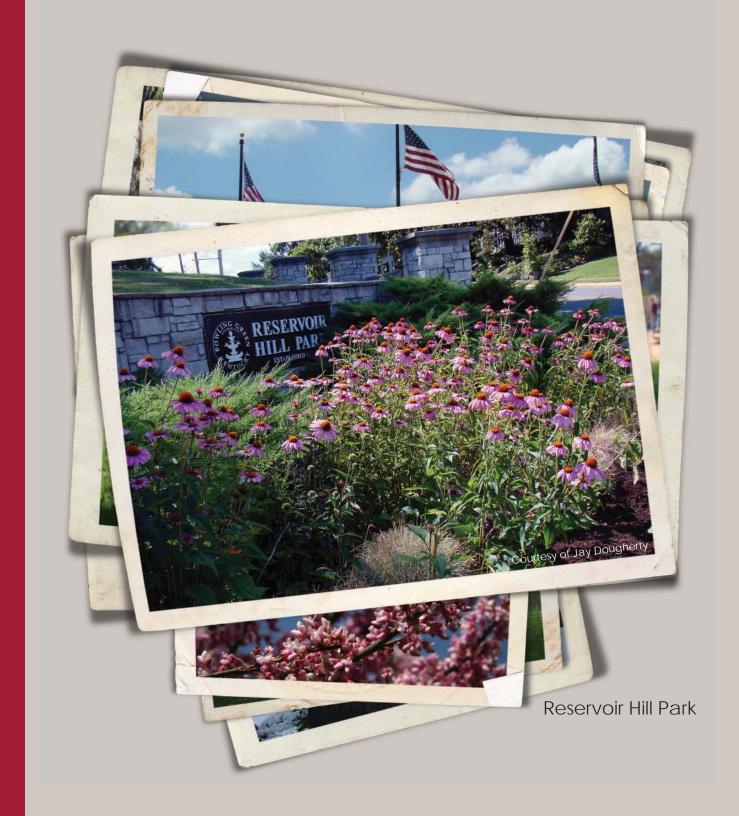
• Through the 2008 Target Area Program, Code Enforcement staff performed over 2,100 proactive property maintenance inspections, disposed of over 37 tons of trash, and worked with HANDS, Inc. to install handrails and wheelchair ramps for qualifying residents.



- The Standard Oil Building received the Landmark Building Award from the Landmark Association.
- Bowling Green became one of the first Kentucky cities certified as a "Drug-Free Workplace" through the Department of Worker's Claims, allowing for a 5% workers' compensation premium savings.
- The City participated in a national citizen survey for the first time and received positive results.
- City Central coordinated the annual Veterans Day Parade in the downtown area and the Historic Downtown Lights up event at Fountain Square Park.



• The Legal Department presented two classes on Alcohol and Beverage Control at the Kentucky League of Cities Conference.



#### **HIGH PERFORMING**

- The City of Bowling Green website won two National Association of Government Web Masters awards.
- Finance received the GFOA Certificate of Excellence in Financial Reporting for the FY2008 Comprehensive Annual Financial Report.
- BGPD was approved for the 4th, Five-Year Accreditation Certificate, becoming one of only two Kentucky agencies to achieve this standard.



- BGPD officers solved a 17-year old cold case murder when DNA evidence positively identified a suspect in the murder.
- The BG Public Works Department is the only Public Works Department in Kentucky accredited by the American Public Works Association and is one of fewer then 60 departments accredited nationwide.
- Public Information received the Markie Award for best TV advertisement from the Professional Marketing Association for a storm water commercial.
- Preventable collisions involving City vehicles were reduced for the third consecutive year.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
Independence Day	Independence Day Observed  City Offices Closed	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



- The Enterprise Community Board awarded 13 grants to projects at local community agencies.
- A citizen satisfaction survey of the HCD Building Division rated the staff "above average" in all categories surveyed.

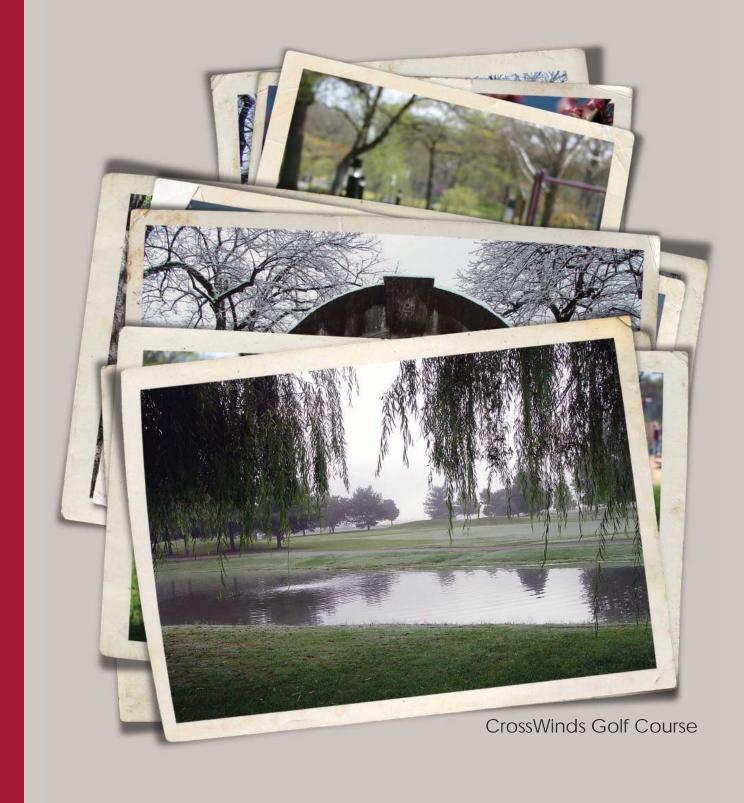
#### **INNOVATIVE**

- BGPD added a link to their website allowing citizens to sign up for crime alerts in their neighborhood and provide contact information to a police supervisor assigned to their district.
- The Enterprise Community Board assisted dozens of needy families with utility assistance and Angel Food Ministry food boxes.
- The City partnered with other government and nonprofit agencies to construct the Lost River Wetlands.
- Smith System Driving Training was completed with all non-public safety employees who drive a City vehicle.
- A City recycling project was initiated as a result of the third annual Student Solutions Program, allowing for white paper and aluminum cans to be recycled.



## FISCAL YEAR 2010 KEY BUDGET RECOMMENDATIONS

• The entire City budget decreased by almost \$3.6 million, and the General Fund budget decreased by over \$4.1 million compared to the previous year. This is an overall decrease of 4%. Despite cuts, there were no significant reductions in City services.



- A General Fund reserve balance of 15% of revenues will be maintained in accordance with adopted policy.
- Work continues on the City's two largest capital road improvement projects, Greenwood Lane and Old Morgantown Road.



- There are no new General Fund financed projects proposed in FY2010. The total adopted Capital Improvement Program, including debt, is \$15.4 million.
- \$950,000 in State funds will be used to maintain streets and sidewalks as part of the City's annual overlay and reconstruction program.
- Almost \$1.5 million will be spent on new and replacement equipment for the Police and Fire departments, including six police vehicles, two fire trucks and upgrades for firefighter training.
- The City, with the assistance of the City-County Planning Commission, rolled out an on-line Geographic Information System (GIS) mapping service available to citizens, businesses and employees.
- Expansion of the City's Public Wireless Access is expected in FY2010.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



## Did You Know?

54 Board of Commissioners Meetings, Work Sessions and Special Call Meetings Held

52 Neighborhood Groups
Participating in Neighborhood
Watch



204 Positions Filled (Including Temp/ Seasonal)

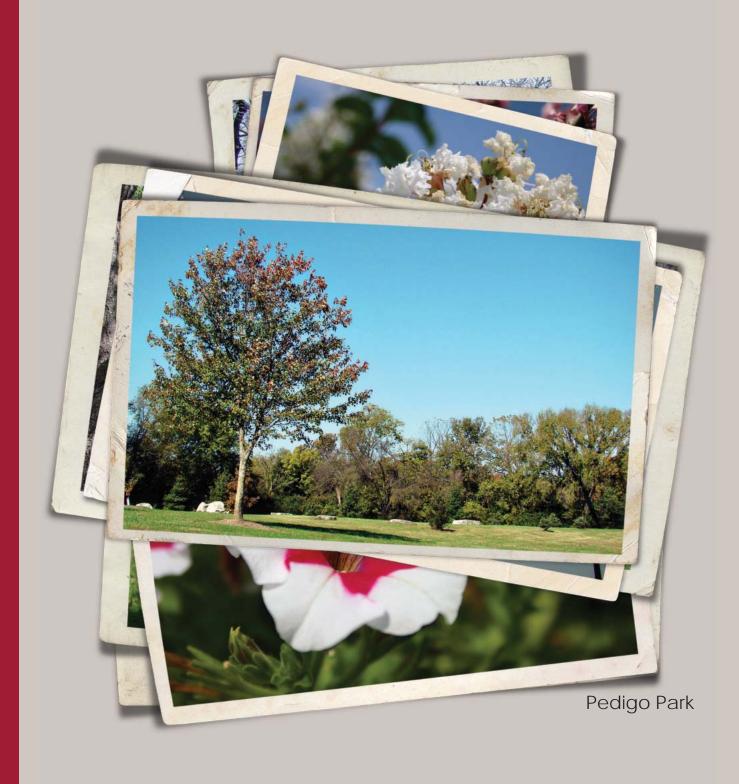
385 Potholes Repaired (CY08)

394 Building Plan Reviews Completed

4,586 Fire Incidents Responded To



10,916 Linear Feet of New Sidwalk Constructed (CY08)



21,238	Property Tax Bills Sent Out (CY08)
591	Municipal Computer Users Supported (Including Planning Commission, etc.)
64,813	Rounds of Golf Played at City Golf Courses
60,013	Police Service Calls to 911
\$64,000	in Delinquent Property Taxes Collected
7	Anti-Litter Presentations/Events
46	Ordinances Considered
50	Arsons Investigated
6	New Neighborhood Organizations Created

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	Labor Day 6	7	8	9	10	Patriot Day
	City Offices Closed					
12	13	14	15	16	17	18
19	20	21	22	Autumn Begins 23	24	25
26	27	28	29	30		







1,136 Computers, Printers, and Other Hardware Supported by Information Technology

#### 51,681 Landscape Plants Added



620 Citizens Police Academy Alumni

Neighborhood Groups Celebrated Safe Communities Events

## 3.8 Miles of Streets and Alleys Repaved (CY08)

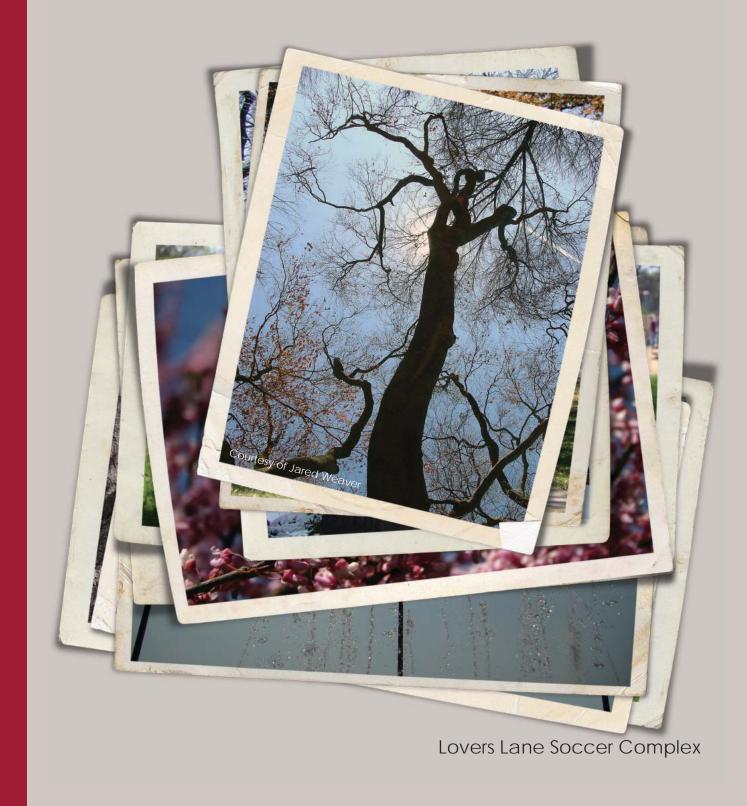


1,523 Building Permits Issued

2,802 EMS Responses

800

DUIs Charged



1,136 Computers, Printers, and Other Hardware Supported by Information Technology

#### 51,681 Landscape Plants Added



620 Citizens Police Academy Alumni

Neighborhood Groups Celebrated Safe Communities Events

## 3.8 Miles of Streets and Alleys Repaved (CY08)

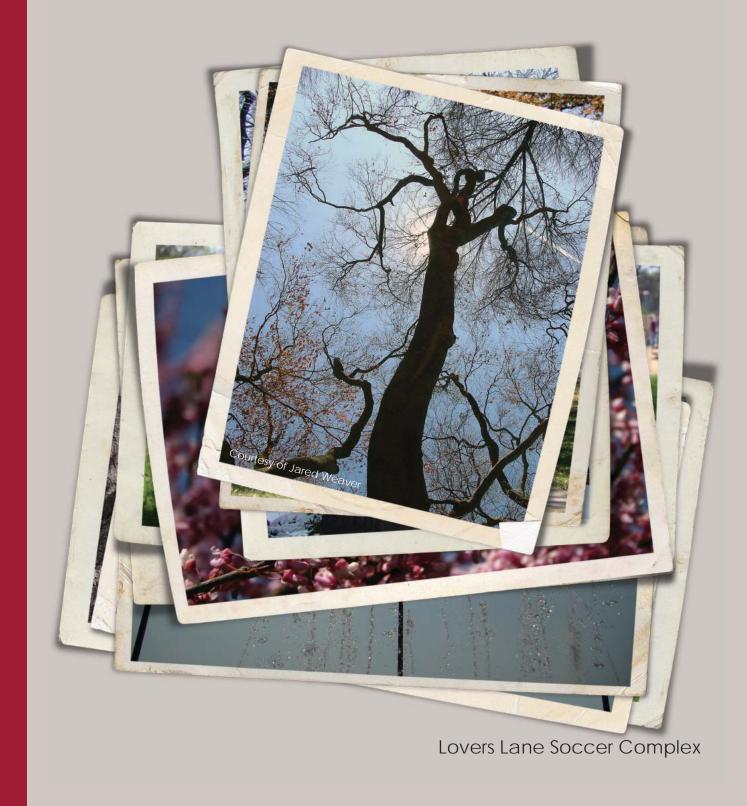


1,523 Building Permits Issued

2,802 EMS Responses

800

DUIs Charged



7,296	Active Vendors in City's Finance System
4,199	Volunteers Contributed 19,826 Hours of Service to Parks & Recreation
113	Junior Police Academy Alumni
19	Neighborhood SNAP Grant Recipients
22	Stormwater Presentations/Events
\$73,176	,908 Value of Building Permits Issued
67	Fire Extrication Responses (Auto and Industrial)

New Vendors Added to City's

Financial System

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	Election Day 2	3	4	5	6
Daylight Savings Time Ends	8	9	10	Veterans Day	12	13
14	15	16	17	18	19	20
21	22	23	24	Thanksgiving 25	26 City Offices Closed	27
28	29	30				



515

371,724	Participants in Athletics and Fitness Programs	
2,894	Traffic Collisions Worked by the Police Department (8% decrease over FY08)	
3	Summer Strolls	
14	Spotlight on Bowling Green and Your City at Work Programs Produced	
1,390	Tons of Leaves Picked Up and Recycled (Oct. 08 to Jan. 09)	
791	Households Receiving Rental Assistance	Courtesy of Jared Weaver
3,838	Fire Code Inspections Conducted	
1,984	Payroll Checks Issued	
32,821	Special Populations Participants	Fountain Square Park

#### IMPORTANT CITY TELEPHONE NUMBERS

POLICE/FIRE/EMS EMERGENCY ONLY: 911

Public Works After Hours Emergency: 393-4244

Police - to Report Non-Emergency Police

Incident: 393-4000

Police - Information: 393-BGPD

Fire Non-Emergency Dispatch: 393-4831

City Main Number/Switchboard

(Weekdays 7:30 a.m. - 4:30 p.m.): 393-3000

Hearing Impaired - Toll Free: 1-800-648-6056

City Central (Complaints/Information about

City Services): 393-3444

Public Works Information Hotline: 393-3333

Power Outage/Problem:

BGMU 782-4302 WRECC 843-9710

Building Permits: 393-3615

Electrical Permits: 393-3676

Business Licenses: 393-3000

Contractors Licensing: 781-3530

Employment Opportunities (City): 393-3689

Garbage Pickup (Scott Waste): 783-4016

Neighborhood Action Office: 393-3674

Parks & Recreation Main Office: 393-3249

raiks & Recreation Main Office. 373-32-7

Planning & Zoning (City-County): 842-1953



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Hanukkah 1	2	3	4
5	6	Pearl Harbor Rememberance Day	8	9	10	11
12	13	14	15	16	17	18
19	20	Winter Begins 21	22	23 City Offices Closed	City Offices Closed	Christmas Day 25
26	27	28	29	30	New Year's Eve	





Produced by the Department of Citizen Information and Assistance

### Live Monthly Meetings Schedule on Bowling Green Government Access Channel 4

City Board of Commissioners Meeting: 1st & 3rd Tuesday
City/County Planning Commission Meeting: 1st & 3rd Thursday
BGMU Meeting: 2nd Monday
City Code Enforcement Meeting: 4th Tuesday
Board of Adjustments Meeting: 4th Thursday

Please Log on to <u>www.bgky.org</u> for the Following Services:

Watch Channel 4 online by clicking on Channel 4 Gov Access under City Government.

Sign up for E-News by clicking on the News Updates link in the top right corner of the page.

