

# November 2024



## Monthly *Caretaker* Report



Andy Souza, Public Works Director

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To: Jeff Meisel, City Manager

RE: Public Works Monthly Report for November 2024

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

Date: Submitted – 2 December 2024

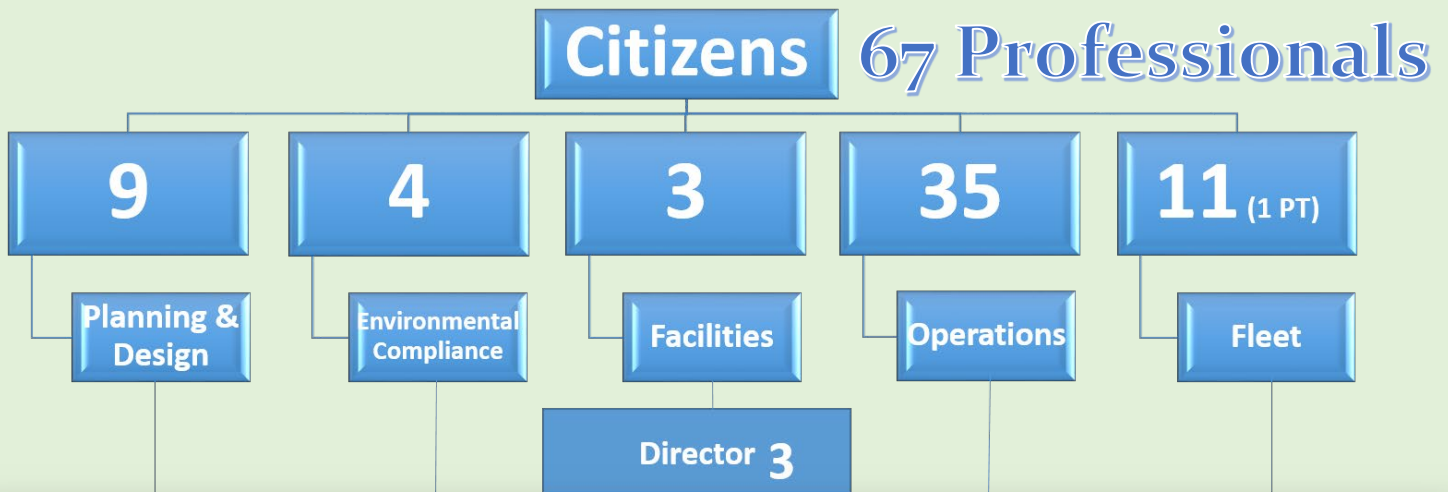


Figure 1- Operations Division crews pick-up leaves in Zone 5 (8 November)





# Operations Update

Ryan Johnson, Operations Manager  
270-393-3202 (office)

- **Summary-** Operations completed **103 work orders** in November (109 for October). Operations repaired/installed **3 traffic signals** and **54 signs**. **0** Injection wells drilled. Miles of added maintenance from subdivision acceptance this year: **6.53**.



## Current Month (November 2024)



**Potholes  
Repaired**  
**3**



**Street  
Sweeping  
Hours/miles**  
**106/307.5**



**L/ft  
Sidewalks  
Repaired**  
**51**



**Tons of  
Asphalt Used**  
**64**

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## Previous Month (October 2024)

**14**

**218/294.5**

**94**

**103**



**Figure 2- The cement crew poured a new ADA compliant ramp and installed a new bollard at the Atlanta Way greenway entrance (5 November)**

### Operations Hours

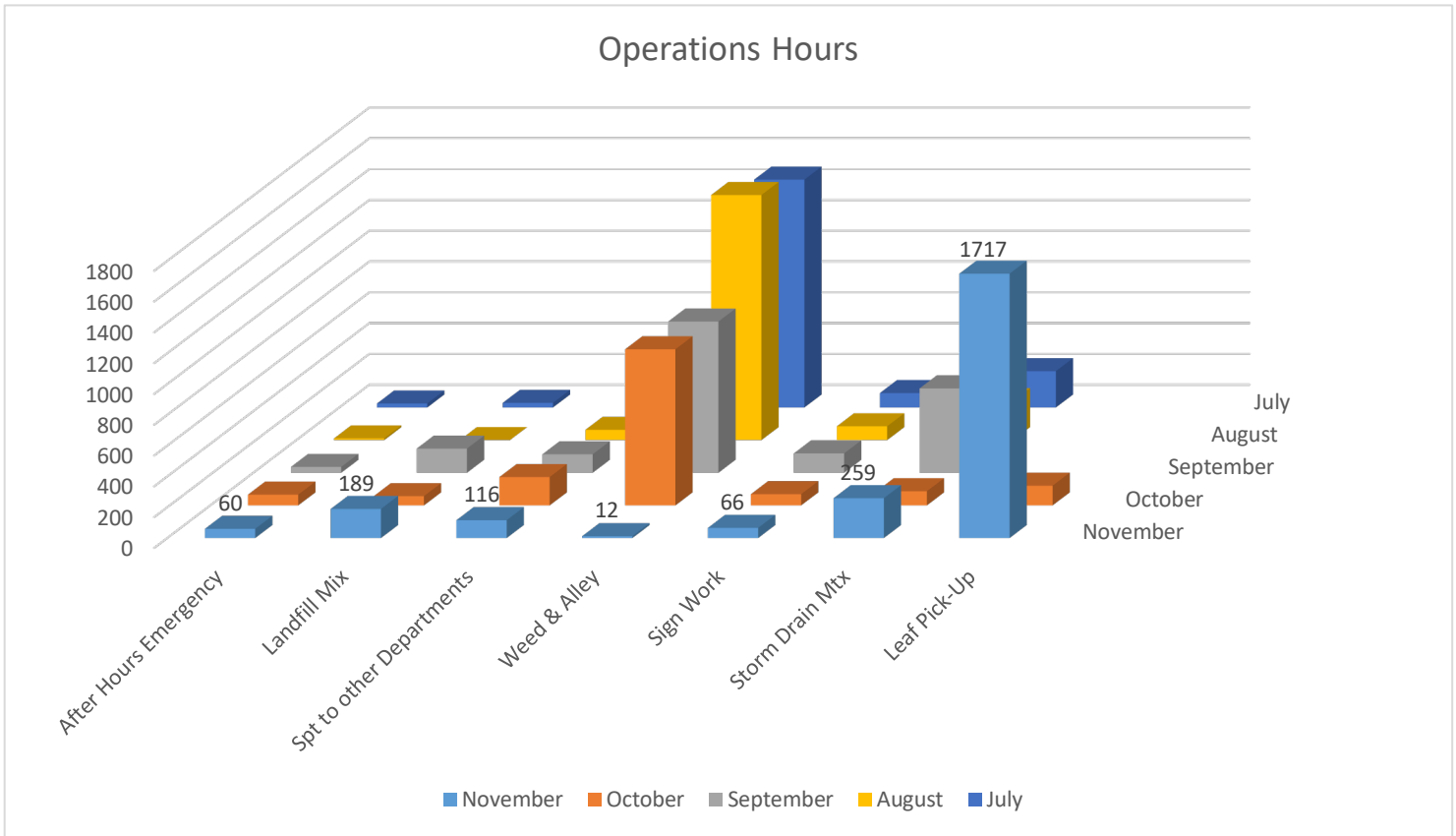


Figure 3- Operations Hours (July-November)



Figure 4- Operations crews and the City Geologist repaired a sinkhole near McClintock Ct (4-6 November)



## Operations Highlight #1

Dashcam View

Before



After



Facing Atlanta Way



Facing Scottsville Rd



**Greenway Asphalt Paving  
Atlanta Way**  
Conducted: 18 November

## Operations Highlight #2

Before



5 November

After



18 November

**Storm Drain Repair  
East 11<sup>th</sup> Ave & Center St**  
5-18 November





# Fall 2024 Leaf Pick-Up Season



## Leaf Pick-up Statistics

Loads to date:

**78**

Tons to date:

**331**



Total  
Weight

662,000 Lbs.



*Figure 5- Operations Maintenance Technician III Matt Barrow empties a leaf truck at the WKU Agriculture Research & Education Center (8 November) (<https://www.bgky.org/publicworks/leaf-pickup>)*



# Planning & Design Update



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



Plats Reviewed



Subdivision Inspections



ROW Permits



CDR Reviews

<b>3</b>	<b>6</b>	<b>3</b>	<b>8</b>
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- **Springwater Section 3 & Greystone Section 17 Acceptance-** In November 2022, the Board of Commissioners accepted Section 3 into the city’s maintenance plan. That acceptance came with a 2-year warranty period. That period has now expired and the development has met all requirements for release of the warranty. Additionally, the BOC accepted Greystone Section 17 (streets, sidewalks and associated drainage) for maintenance.
- **2025 Street Overlay-** Street evaluations and utility coordination was completed and bids were received for the current year street paving contract. The project will be up for award at the December 3<sup>rd</sup> BOC meeting.
- **Whispering Hills Stormwater Improvements Public Meeting** – Public Works and NCS staff, along with the lead consultant Commonwealth Engineering, Inc., led a public meeting at Jennings Creek Elementary on the 19<sup>th</sup> to gather historic storm data from residents in the Whispering Hills neighborhood and Jennings Creek watershed. This information will be utilized help redraw the FEMA flood zones in this watershed and aid in the design of other stormwater infrastructure improvements.



*Figure 6-Whispering Hills Stormwater Public Meeting (19 November)*



- **Veterans Memorial Lane and Hickory Street traffic signal** –The additional traffic generated by the build-out of Keystone Commons Subdivision along with the City’s plans for a new connection to Whispering Hills Subdivision will meet warrants for signal installation in the near future. The City has entered into an agreement to cost share the construction of the signal with the developers of Keystone Commons Subdivision. Design is underway.

# Commercial Development Inspections



Week	New Permits	Sites Inspected
October 28	22	42
November 4	20	80
November 11	35	120
November 18	21	49
<b>November Totals</b>	<b>98</b>	<b>291</b>



**Figure 7- Construction Coordinator II Tyler Phelps conducts survey work along Highland Way. He dropped over 2,300 points for sidewalk planning between Nashville Road and Smallhouse Road (5 November)**

**Figure 8-Civil Engineer I Trevor Cline reviews storm water infrastructure construction on Bluegrass Farms Blvd. The future road extension will connect from Camping World to Plano Road. (13 November)**



Figure 9- New LED enhanced stop signs installed at State Street and East 3rd Avenue.





# Environmental Compliance Update

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



**KY Muddy Water Blues**- The City of Bowling Green's Erosion Prevention & Sediment Control (EPSC) Conference and Field Day, was presented November 6th and 7th, 2024. Of the 210 attendees, numerous sectors of the development community were represented; equipment operators, project managers, engineers, staff from other municipal stormwater programs, state regulators, industry product manufacturers, and stormwater service providers. The city periodically hosts these field days, however, this was the inaugural event at the newly established city-owned Glen Lily Landfill construction stormwater demonstration site. It was funded largely by industry and exhibitor sponsorship and was very well received. The Kentucky Chapter of the American Public Works Association awarded the Glen Lily Landfill construction stormwater demonstration site as Environmental Category Project of the Year 2024.

**Illicit Discharge**-On 11 November the ECD staff responded to a report of gasoline being poured into a storm drain. Upon arrival, the team verified between 5 and 10 gallons of gasoline was spilled down a driveway. The staff coordinated with BGFD to soak up the gasoline before it could reach the storm drain. The event occurred near the intersection of Cabell Drive and Logan Way.

**Whiskey Run Inspection**- On 18 November City Geologist Nick Lawhon and Environmental Manager Matt Powell inspected downtown sections of the Whiskey Run storm sewer infrastructure.



*Figure 10-Gasoline spill response (11 November)*





Figure 11-Photo collage of Muddy Water Blues (6-7 November)





**Figure 12-Environmental Compliance Inspector Courtenay Howell collects an in-situ water quality water sample from Outfall #1 at the Butler County Landfill. (12 November)**



**Figure 13-Environmental Manager Matt Powell inspecting sections of the Whiskey Run storm sewer infrastructure (18 November)**













# Facilities Update

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

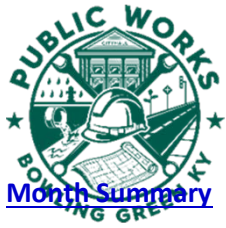


## 81-Work Orders

	Plumbing 	HVAC 	Electrical 	Carpentry 	Cleaning 	Construction 	Sample Monthly Energy Cost
PW Admin	2	1	1		1	2	\$1,361
PW Ops			1			1	
PW Fleet	1	2	1				
City Hall	1	3	3		4		\$1,361
CH Annex	2		2		2		\$1,361
NCS				1	2	3	\$1,278
BGPD	3	1			2		\$6,654
Fire HQ		2					
Fire #1	2						\$1,974
Fire #2	3		1				
Fire #3		3					\$1,214
Fire #4							\$1,102
Fire #5	1	2	1				
Fire #6	1						
Fire #7		6	1				
Fire #8	1		1				
Convention Ctr		3					\$35,274
Hobson House		1			1		
White House							
Transit Bldg						8	
BGPD Tower Spt						3	
<b>Totals</b>	<b>17</b>	<b>24</b>	<b>12</b>	<b>1</b>	<b>12</b>	<b>15</b>	

Admin	Ops	Fleet	CH	Annex	NCS	PD	HQ	1	2	3	4	5	6	7	8	CC	HH	WH
1945	1992	1992	1907	1946	1974	1997	2009	1980	1980	2001	2001	1987	2008	2020	2024	1995	1872	1930



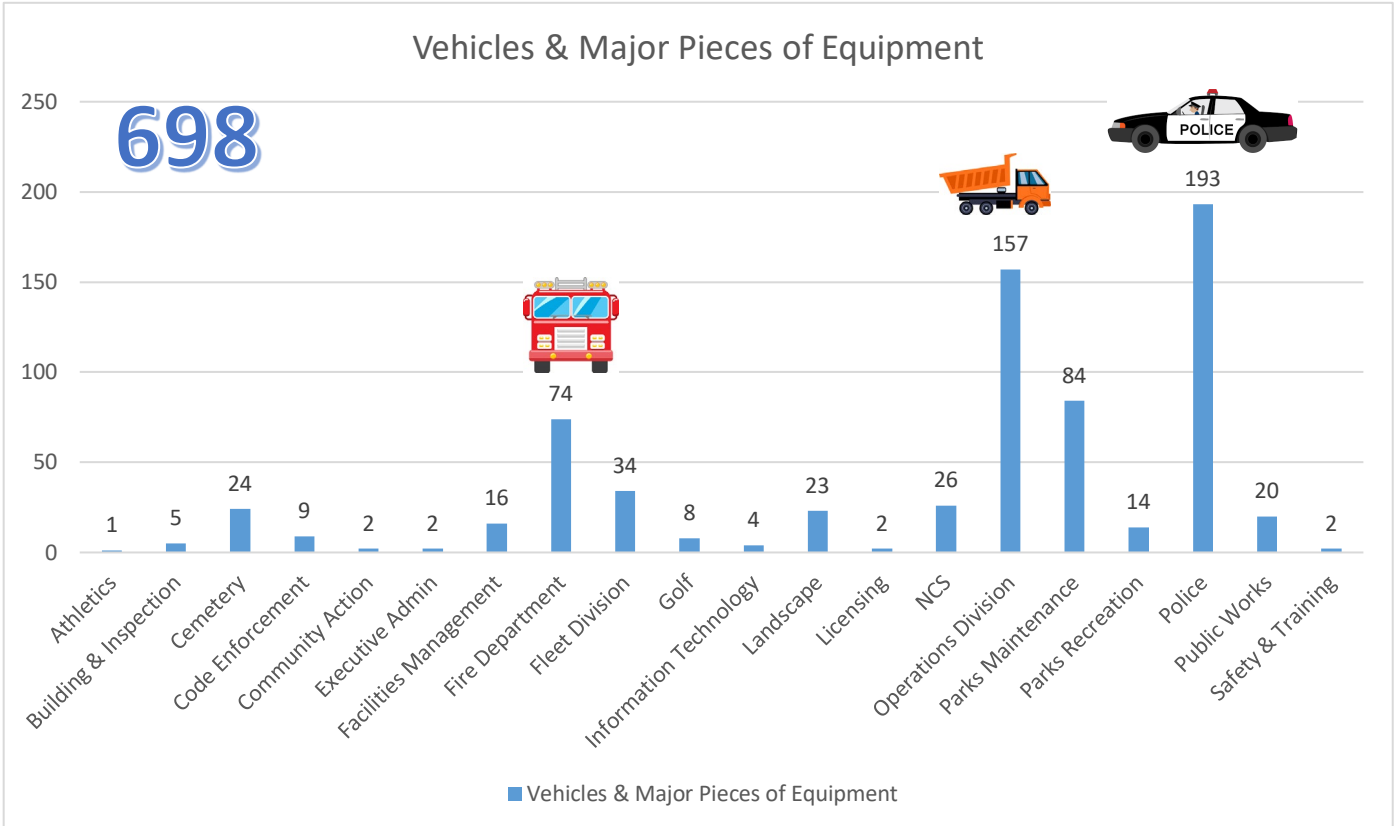


# Fleet Update



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

- On 11 November, the Fleet Division had to replace the fuel injector pump on unit 4049 (2005 John Deere Tractor with Tiger Side Boom Mower) in the amount of **\$5,233.52**.
- On 12 November, the Fleet Division had to replace the PTO clutch on unit 4104 (2014 leaf machine) in the amount of **\$5,248.30**.









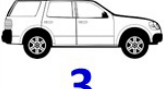














*Figure 14-Fleet mechanics and ops crews' team to replace a part on a leaf machine (21 November)*



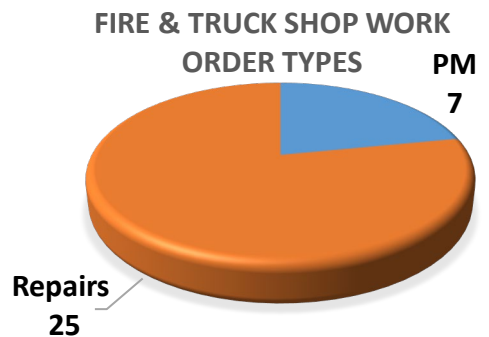
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## City Leased Equipment

BGPD  <b>2</b>	Public Works  <b>4</b>	BGFD  <b>1</b>	Parks Maintenance  <b>2</b>	Parks & Recreation  <b>3</b>	PW Fleet  <b>2</b>	Code Enforcement/ Building Inspection  <b>3</b>
 <b>2</b>	 <b>3</b>	 <b>2</b>	 <b>1</b>	 <b>6</b>	 <b>1</b>	Landscape  <b>3</b>
 <b>4</b>	NCS  <b>1</b>	PW Ops  <b>1</b>	IT  <b>1</b>	HR/Safety  <b>1</b>	Athletics  <b>1</b>	Cemetery  <b>2</b>

Total Parts  
used in  
November

# 223



## City Fleet Monthly Usage (Previous Month)

November



# 13.6K



# 3.4



# 317



# \$41,768

October

17.4K

4.7K

182

\$55,006

## Gallons

## Gallons

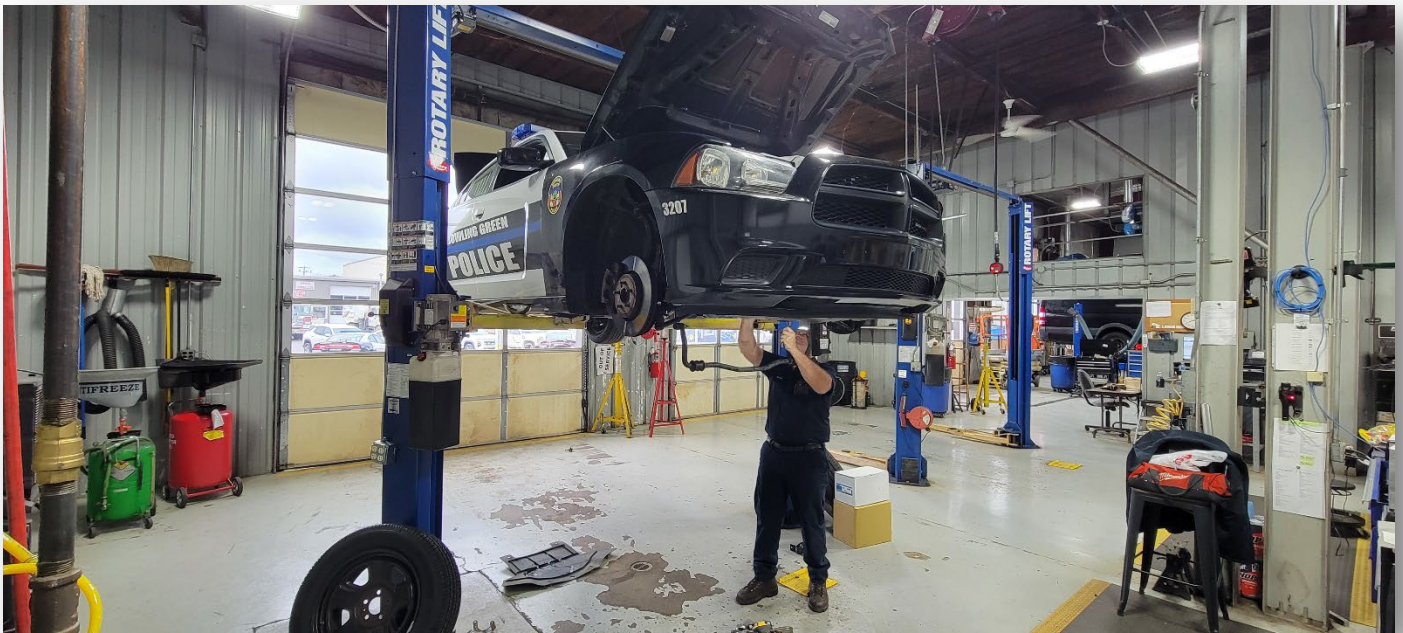
## Gallons

## Dollars





*Figures 15- Police vehicle wear and tear. This vehicle (Unit 3217, a 2016 Dodge Charger with 79,569 miles) was sent to fleet for repair of dents and scratches associated with normal police enforcement activities across the city. This repair was made for **\$1834.00** (18 November)*



*Figure 16-Service Technician David Long working on a police cruiser (20 November)*



# Admin Update



<b>Surplus</b>	Fleet Division	2002 Bobcat, asset #15139. Approved for disposal method #2 on <b>11 November</b> 2024
<b>FEMA Reimbursement</b>	Environmental Division	The Board of Commissioners approved the acceptance of reimbursement funds from FEMA in the amount of \$165,234.12 for the May 26, 2024 severe weather event by Municipal Order 2024-256 on <b>19 November</b> 2024. (\$49.81 per cubic yard)
<b>Subdivision Acceptance</b>	Planning and Design Division	The Board of Commissioners approved Municipal Order 2024-257 approving the construction and acceptance of .5 miles in the Greystone Subdivision Section 17 on <b>19 November</b> 2024.
<b>Traffic Signal Cost Sharing</b>	Planning and Design Division	The Board of Commissioners approved Municipal Order 2024-258 approving traffic signal construction cost sharing between the city and Keystone Development Group, LLC on <b>19 November</b> 2024.
<b>Bid Acceptance</b>	Facilities Division	The Board of Commissioners approved Municipal Order 2024-260 authorizing and accepting Bid #2025-17 for drill tower refurbishments from NPM LLC of Elizabethtown, Kentucky in an amount not to exceed \$83,500 on <b>19 November</b> 2024.
<b>Bid Acceptance</b>	Facilities Division	The Board of Commissioners approved Municipal Order 2024-263 authorizing and accepting Bid #2025-16 for audio/visual replacement project for the Sloan Convention Center from Rexing Consultation Group, LLC of Alvaton, Kentucky in an amount not to exceed \$200,000 on <b>19 November</b> 2024.

## Media Engagements

<b>7 November</b>	<b>WNKY</b>	➤ <b>Muddy Water Blues</b>	<b>Matt Powell</b>
<b>25 November</b>	<b>Bowling Green Daily News</b>	➤ <b>Downtown Duck Drop</b>	<b>Signal Technician Josh Minton Director Andy Souza</b>

## Select Topics Running Tally for 2024

<b>Miles of Subdivision Acceptance</b>	<b>Spill Response</b>	<b>Sinkhole Update</b>
<b>6.53 Miles</b>	<b>3</b> Key Oil Fire Smith Way Logan Way	<b>Single Tree Way McClintock Ct Briarwood Ct Wakefield St</b>



2024 Awards



**Kentucky Chapter APWA**  
AMERICAN PUBLIC WORKS ASSOCIATION

Environmental Award

Construction Stormwater Demo Site

Courtenay Howell

 2024

**Kentucky Chapter APWA**  
AMERICAN PUBLIC WORKS ASSOCIATION

Outstanding Supervisor Of The Year

Ryan Johnson

 2024

**Kentucky Chapter APWA**  
AMERICAN PUBLIC WORKS ASSOCIATION

Streetscape Award

*The Fringe*

Daniel Colter

 2024

**Kentucky Chapter APWA**  
AMERICAN PUBLIC WORKS ASSOCIATION

Roadway Award

Westen Street Intersection Improvements

Tyler Phelps

 2024

Take Home Vehicles (7)

Fleet #	Employee	Vehicle Type	Mileage	Miles Last Month	Miles This Month
7027	Stice	2023 Chevy Silverado ½ Ton	10081	891	588
4159	Phelps	2022 Ford 1/2 Ton	38944	2045	1265
4111	Johnson	2015 Dodge Ram 2500 3/4 Ton	75109	823	405
4160	Walden	2022 Ford 1/2 Ton	29294	1316	874
5531	Hehner	2023 Jeep Grand Cherokee	19093	1040	710
5538	Powell	2023 Chevy Silverado ½ Ton	19439	2500	818
5529	Souza	2020 Ford Explorer	32057	716	455

**Rob Evans**  
Field Artillery Surveyor  
Basic Training- Fort Sill, OK

**Dan Colter**  
Air Transportation  
Basic Training- San Antonio, TX

**Keith Patton**  
Mechanic  
Basic Training- Parris Island, SC

**Jesse James**  
Services  
Basic Training- San Antonio, TX

**Andy Souza**  
Intelligence  
Basic Training- San Antonio, TX

**David Adams**  
Cavalry Scout  
Basic Training- Fort Benning, GA

Figure 17- Public Works Veterans