

CITY OFFICIALS
Timothy Day, Interim City Manager
Maria Carmen Silva, City Clerk
John Scheel, Police Chief
Gerald Buhr, City Attorney



COMMISSIONERS
Duane Gardner, Mayor
Robert S. Fite Jr., Vice Mayor
David Durastanti
Herbert C. Lunn Jr.
N’Kosi Jones

P.O. Box 608, 104 E. Main Street
Bowling Green, FL 33834-0608
(863) 375-2255, Fax (863) 375-3362

Manager’s Report

05/07/2021

** Managers Meeting held on 5/5/2021.

City Manager: FDOT did concur with the City of Bowling Green regarding the SCOP project. On 5/5/2021 I received the notice to proceed from FDOT and notified the contractor AAA Top Quality Paving. That project is on the schedule to commence the last week of May. At the EDA Meeting scheduled for 5/18/2021 we will be presenting our grant application for the City’s Highway 17 Utilities Extension Project. I have completed a draft copy of the Special Events ordinance. I have met with Chief Scheel and City Clerk Silva to discuss changes before submitting it for review to Mr. Buhr, City Attorney. In June it will be on the Commission agenda for review and possible adoption.

Inframark: Patrick Henry, Project Manager, reported that they have hired a new employee who will be working in Bowling Green full time. He expects the employee to be here on 5/18/2021 and he is dual “C” licensed. He indicated that we are exceeding our budget for chemical and there will be an additional impact on the budget. The maintenance budget is lower than expected but at this point I do not have the numbers, but I will have that information shortly. Mr. Henry has also completed the Annual Reuse Report for the FDEP, and we have a copy of that report.

Public Works: Worked on getting a date and regulations for the burn piles. We looked at having an outside contractor handle the burn, but it was very costly. We will do it hopefully Monday if the heat index and humidity is not too high. We have a permit number but daily we need we get clearance from the Forestry Dept. A thorough cleaning of Pyatt Park was done in preparation of Cinco De Mayo Celebration on Saturday. Numerous locates for utilities were done for Irby Construction. Herbiciding took place at the parks, sewer plant, water plant and tower.

Clerk’s Office: I updated the cemetery books and worked on cemetery locates with Amy this week. We also processed partial payment to JMI Flooring for the tile installation. We have yet to set a date and see if it can possibly be done on the weekend or after hours. I reviewed and helped Trina with door hangers for Code Enforcement. I will go shopping tonight for the Recreation Department for the Celebration this Saturday. We had Steve with Copylife return our copier today which has been in repairs. I completed the Governor’s request regarding ARP disbursement and updated the City’s TRIM information this week. I submitted the ad for the special meeting on the 18th. I had a few public records requests and dealt with a Code

Enforcement complaint as well. I worked on minutes as well. Candice worked on binders and opening/closing accounts this week.