

**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

## **MANAGERS REPORT**

6/18/2021

\*\*Manager Meeting held on 6/18/2021.

**City Manager:** The warranty at the wastewater plant was about to expire on 6/14/2021 and for that reason an inspection was done. We have observed possible leaks at the carousel tank. We have submitted a warranty claim to ensure there would be no costs to the city. The contractor was Poole and Kent and they have been properly advised. The vaccine mobile was here on 6/14 and 6/18 this week and although we did not have as many residents as the contractor would have liked to see the ones who received their vaccine were grateful to have it available. The SCOP paving project should be finished on 6/21/2021 when the thermo plastic markings are applied. City Manager will be meeting with F.D.O.T managers on 6/21/2021 to discuss 17. There will be public meetings for the Commission and residents on another date which will be advertised. The reclaimed water line is nearing completion with final connections being made next week. The project is on time although there were issues with some of the materials but has been rectified. We have been approved for a \$ 500,000 grant through the EDA in Hardee County. Those dollars do not appear to be enough to install a potable water line in 17 as planned but the funds will be set aside for us to utilize over the next 2 years. The drainage project that has been in the works on 17 will begin in the fall. F.D.O.T had asked the city to relocate the 6” water lines from Coconut, Banana and Lemon that intersected at 17. Over the course of the past month, I was able to get assistance from F.D.O.T. and they will bear the cost of any changes to the water lines. They will be developing a sub design to accommodate our water pipes. We truly appreciate the assistance from F.D.O.T. The new playground equipment has been installed in Pyatt Park and we are awaiting the arrival of the engineered mulch. The playground looks great and I am sure the children in the Bowling Green will enjoy it.

**Police:** The Chief was successful in obtaining a Justice Grant through the Hardee Sheriffs Office for \$ 4267.00. Those funds are being used for new laptop computers for the department. Those computers have been programed by the police chief.

**Public Works:** Has been keeping up with the mowing and has taken care of numerous calls for locates, leaks ect. They worked very hard preparing the ground for the installation of the new playground at Pyatt Park. We expect the mulch to arrive next week, and staff will handle the install. Next week they will be replacing a fire hydrant near the elementary school.

**Inframark:** Currently, we are treating approximately 206,000 gallons per day of wastewater and 207,133 of water each day. The numbers are consistent over the course of the past several months. There was one emergency call out this month and 16 turn offs/on over the course of the month. The new employee is Ryan Harmon and he has fit in with the operation very well. Project Manager Patrick Henry explained to me the residual costs of moving ahead with phase-2 of the wastewater expansion.

**City Clerk:** Carmen completed the Florida League of Cities Insurance renewal this week. She also submitted the budget information to the Florida League of Cities for the Cares Act. She renamed and saved all the digital minutes for the past two years into our server. Carmen also ordered and set up the new credit card machine which can handle 2 credit card customers at the same time. She provided the city manager with Candice's 6-month evaluation letter for a .50 hourly increase. She also made new business cards for the officers. Ms. Silva has also done research on mold testing for the city and will be working on an application in order that we get the building tested for mold. Ms. Silva also worked on the city-wide yard sale flyer. She also went through the supported email accounts for the city to conduct deactivations and deletions. She reached out to the ELA with the Florida League of Cities regarding the city manager agreement as requested by the Commission. She also set up training for social media and public records for the front office staff for the next week. Candice worked on inputting meter readings this week and door hangers for late payments. She has been working with Brenda at CFRPC on a variance request and other LDC issues.