

ORDINANCE NO. **BG2015 - 46**

ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 2  
(ADMINISTRATION), SUBCHAPTER 2-10  
(DEPARTMENT OF PUBLIC WORKS) OF THE  
CITY OF BOWLING GREEN CODE OF  
ORDINANCES TO MAKE ADMINISTRATIVE  
REVISIONS

WHEREAS, with approval of the City's Annual Operating Budget for Fiscal Year 2015, the Public Works Department was reorganized to establish a separate division for Environmental Compliance; and,

WHEREAS, the responsibilities of this division were separated from the Division of Planning and Design; and,

WHEREAS, it is in the best interest of the City to approve these revisions in Chapter 2 to align with the Department's new organizational structure.

NOW, THEREFORE, BE IT ORDAINED by the City of Bowling Green, Kentucky as follows:

1. Chapter 2 (Administration), Subchapter 2-10 (Department of Public Works) is hereby amended as follows:

2-10 DEPARTMENT OF PUBLIC WORKS.

2-10.01 Public Works Director.

The Public Works Director shall be in charge of the Department of Public Works subject to the supervision of the City Manager, and may also carry the title of City Engineer, if a registered professional engineer in Kentucky.

2-10.02 Planning and Design Division.

a. The Division of Planning and Design shall be responsible for the preparation of plans, specifications and estimates for the superintending of the construction of public improvements thereof, and surveying and engineering work incidental thereto. The staff of the Division shall advise

(Ordinance No. BG2015 - 46)

the City Manager and other City officials on engineering problems and public works of the City. The City Engineer shall be responsible for this Division.

b. The Division of Planning and Design shall be responsible for providing engineering services for the City and to other boards and commissions created by the Board of Commissioners as needed, except the Bowling Green Municipal Utilities Board.

c. All plans and specifications for improvement projects to be constructed on City owned properties, rights-of-way or easements, as well as private development, shall be submitted to the Division of Planning and Design before construction is commenced. Copies of the plans and specifications for City funded projects shall be kept on file by this Division.

d. A representative authorized by the City Engineer shall inspect and supervise all projects constructed on City owned properties, rights-of-way or easements, except those sponsored by an investor owned utility or the Bowling Green Municipal Utilities Board; provided, however, that all projects financed under KRS Chapter 107[5] shall be subject to this Section. Provided further, the Bowling Green Municipal Utilities Board or the Warren County Water District shall have the right to finally inspect and accept all water and sewer lines constructed under Chapter 107 of the KRS before the Bowling Green Municipal Utilities Board or the Warren County Water District accepts any responsibility for such lines and mains.

e. The Division shall be reimbursed for services rendered based upon actual costs for time and materials. All funds received for engineering services by the Division[s] shall be deposited to the General Fund. All capital improvement projects undertaken by the City shall be administrated through the City Engineer.

f. The City Engineer, Assistant City Engineer and/or other licensed staff engineers shall prepare minimum design standards and specifications for all public improvement projects which include, but are not limited to[5] roads, curbs, sidewalks, driveways, entrances, medians, traffic signals,

(Ordinance No. BG2015 - 46)

drainage infrastructure and easements, except those projects sponsored by the Bowling Green Municipal Utilities Board or the Warren County Water District. The City Engineer shall develop the City of Bowling Green Traffic Management Manual (TMM) and other standards and specifications, which shall be kept on file in the office of the City Engineer. The City Engineer shall have the authority to update the Traffic Management Manual and any other standards as needed.

~~[g.—The Division shall be responsible for administering the Stormwater Program for the City. The staff of the Division shall inspect and enforce private development within the City with regard to stormwater ordinances and regulations.]~~

g[h]. The Division shall be responsible for maintaining the mapping data for Bowling Green's Geographic Information System (GIS) and providing assistance to other City departments and officials. Division staff shall serve as the liaison with non-City agencies for GIS-related activities.

#### 2-10.03 Operations Division.

The Operations Division shall be charged with the care, cleaning, safety, drainage and maintenance of the streets, alleys, sidewalks, traffic controls and public ways of the City. The Operations Division Manager shall be responsible for this Division.

#### 2-10.04 Fleet Management Division.

The Fleet Management Division shall maintain City vehicles and equipment through a lease rate with departments which reflects operating costs and replacement costs. The Fleet Manager shall be responsible for this Division.

#### 2-10.05 Facilities Management Division.

The Facilities Management Division shall be responsible for City-wide facilities management for building and plant maintenance as assigned by the City Manager. ~~[The Facilities Manager shall be responsible for this Division.]~~

#### 2-10.06 Environmental Compliance Division.

(Ordinance No. BG2015 - 46)

a. The Environmental Compliance Division shall be responsible for administering the Stormwater Program for the City. The staff of the Division shall inspect and enforce development within the City with regard to stormwater ordinances and regulations. The Environmental Manager shall be responsible for this Division.

b. This Division shall also be responsible for the state-certified management of the City's three closed landfills, including groundwater and surface sampling to ensure environmental protection and regulatory compliance.

...

2. The provisions of this Ordinance are hereby declared to be severable, and if any section, phrase or provision shall for any reason be declared invalid, such declaration of invalidity shall not affect the validity of the remainder of this Ordinance.

3. All prior Municipal Orders or Ordinances or parts of any Municipal Order or Ordinance in conflict herewith are hereby repealed.

4. This Ordinance is adopted pursuant to KRS 83A.060 in that it was introduced on December 1, 2015, and given final reading on December 15, 2015, and said Ordinance shall be in full force and effect upon signature, recordation and publication in summary pursuant to KRS Chapter 424.

ADOPTED: December 15, 2015

APPROVED: Bruce Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Katie Schaeffer Ward  
City Clerk

SPONSORED BY: Kevin D. DeFebbo, City Manager, 11/24/2015, 3:40 p.m.