



**Town of Bowling Green – Town Manager Town  
Council Monthly Report/Project Update  
For August 2017**

Prepared By: A. Reese Peck

Date: 08/31/17

Additional and/or Support Materials Attached: Yes x

No

**Meetings Attended:**

**Town Council:** August 3<sup>rd</sup> regular meeting and August 7<sup>th</sup> special session.

**Town Council Subcommittee:** Ordinances, Licenses and Permits.

**Commission and Authority Meetings:** Economic Development Authority Business Community Forum.

**Other Meetings:** George Washington Regional Commission area administrators' monthly meeting.

**Main Street & Commercial Corridor Revitalization:**

Planters installed on Main Street. Public Works continues to paint curbs along Main Street.

**Planning/Zoning/Siting Issues:**

Hand delivered NOTICE OF VIOLATION & CORRECTIVE ORDER to Mark Gaines for the property at 115 E Broadus Avenue owned by Virginia Limbrick, Mark A Gaines and Tammy C Gaines (currently under review by their attorney).

**Other:**

Town Hall Renovation – front office and kitchen painted and new flooring installed; event hall painted and floor refinished; ceiling tiles replaced in front office; trees trimmed and diseased tree removed.  
Piloted Dude Solutions – see attached task management report.

**Pending Actions:**

Arts Commission disbandment.

**Decisions Needed:**

Approve/Disapprove MetroCast Ownership Transfer Resolution; Approve/Disapprove Arts Council Disbandment Resolution; Approve/Disapprove USDA Police Car Grant Resolution.

**Heads Up Items:** Police Chief Interviews.

*The employees of Bowling Green, Virginia are committed to providing the highest quality service to the community as directed by the Town Council within the constraints of the town's resources and will do so without regard to personal gain or privilege.*

Status	Priority	Street Name	Work Type	Description	Comments
New Request	5	107 N Main St	Special Events Breakdown	Remove Music On The Green banner from window. ***be careful not to scratch the window***	
Complete	5	15421 Caroline Manor Cir	Service Connect	Please turn Mickhole Booker's water back on	
Complete	5	0 Intersection of Main and Milford	Sidewalks	Put cones on high concrete areas that are a trip hazard	
Complete	5	219 Anderson Ave	Clean Drying Beds		
Complete	5	0 Milford,Anderson,Trewallia,	Meter Read		
Complete	5	16033 Fredericksburg Turnpike	Water Sampling		
Complete	5	3 D Caroline Manor	Service Connect		
Complete	5	219 Anderson Ave	Special Events Breakdown		
Complete	5	16033 Fredericksburg Turnpike	Water Sampling		
Complete	5	219 Anderson Avenue	Pressure Wash Clarifiers		
Complete	5	0 Courthouse Lawn	Special Events Set-up	Setup music on the greens	
Complete	5	117 Butler St	Building Maintenance	Please come to the office and put the handles on the refrigerator	
New Request	5	162 east broudus	Grass	grass needs cutting	
Complete	5	101 N Main St	Landscaping	Please remove the flowers from the pole and bring them to Town Hall and put them beside the steps going to the office. Thanks	Next week go back and get the brackets and put them on the pole on Butler St.
New Request	5	219 Anderson Ave	Janitorial		
Complete	5	219 Anderson Ave	Clean Drying Beds	cleaned #2_3 drying beds	
Complete	5	219 Anderson Ave	Janitorial	painting stenciling clarifiers digesters and drying beds	Done by Alicia
In Progress	5	0 Fredericksburg Trnpk	General Maintenance	Painting fire hydrants	
In Progress	5	0 South Main ,North Main,Milford St.	General Maintenance	Painting curbs	
New Request	5	206 N Main St	Landscaping	Water Planters	
Complete	5	15441 Caroline Manor Cir Apt #3D	Service Disconnect	Disconnect Apt # 3D METER # 71812424	
Complete	3	219 Anderson Ave	Clean Drying Beds	operate backhoe	operate back cleaning out drying beds
Complete	5	117 Butler St	Mowing		
Complete	5	206 N Main St	Landscaping	Water Planters	
Complete	5	117 Butler St	Lighting	Hang Planter on light pole bordering parking lot..	
New Request	9	17283 Blatt Ave	Special Events Set-up	A week or so ago I stopped by your office to inquire about using a 10 x 20 tent at the Milford Presbyterian Church Milford Day event. You asked that I send you the details. Milford Day is September 16th, 9am-2pm. Last year town staff erected the tent on Friday and removed it Monday. We would greatly appreciate if this could be done again this year. George F. Atwell	
Complete	5	0 South Main St.	Mowing	Cut center median and town sign	
Complete	8	0 Dickinson Dr.	Mowing		
Complete	5	117 Butler St.	Mowing	Cut grass	
Complete	5	123 Milford St	General Maintenance		
Complete	5	219 Anderson Ave	Mowing		Cut and trimmed all grass at plant
Complete	5	216 W Broaddus Ave	Hydrant Flushing	Resident at 216 W Broaddus Ave is complaining of foul odor and tasting water(cold and hot). Please flush hydrant.	completed by Justin
Complete	5	127 Lee St	Meter Read	meter# 77917275 read only last reading 37100	
Complete	5	121 Trewalla Ln	Trimming	Please trim the trees and bushes back on all of Trewalla	Trimmed trees and grass off road
Complete	5	211 N Main St	Grass		
Complete	5	219 Milford St	Grass		
Complete	5	222 Milford St	Grass		
Complete	5	117 Butler St	Building Maintenance	Replace ceiling tiles and paint mounting brackets in front office.	Coordinate replacement with installation of new carpet.

Complete	9	117 Butler St	Landscaping	Mulch outside play area needs to be cleaned up and disposed.	
New Request	9	117 Butler St	Garbage	Light pole and cement base need to be disposed.	
New Request	9	117 Butler St	Building Maintenance	Paint Police Bldg.	See if we can do this in house - if not get quotes
New Request	5	117 Butler St	General Maintenance	Pavilion needs rails and painting of exterior wall.	Coordinate with Robin Seig.
Complete	5	117 Butler St	Landscaping	Fill hole on back side of play area near fence for stormwater pond.	
Complete	1	117 Butler St	Building Maintenance	New floor for front office and refinishing of event hall floor.	Quotes received and awaiting Council action.
Complete	5	117 Butler St	Landscaping	Tree Removal and Trimming	Quotes received waiting for Board action to award.
New Request	5	123 Virginia Ave	Pump Station	Electrical Box for lift station at Lacy and Oak Ridge.	On quote received from White Oak - need at least one additional quote
New Request	7	17573 A P Hill Blvd	Other - Sewer	Replace dead cedars meant to provide a visual screen of the pump station.	
New Request	5	13339 Fredericksburg Tpke	Other - Water Utility	Altitude Valve Repair and Vault Improvements	Power & Flow Solutions awarded job 4/6/17 Company contact Bryan McCaleb 804-798-2051
New Request	5	122 Davis Ct	Other - Water	Main Replacement	
Complete	5	Sewer Plant	Other - PW	Paint Sign at Entrance.	
Complete	5	240 Milford St	Vehicle	Vehicle in driveway on stand and the front portion of the vehicle has been removed.	
New Request	5	117 Butler Street	Building Maintenance		
Complete	5	Davis Court	Water Leak		
Complete	1	0 Davis Court	Water Leak	Small leak surfacing	