



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for May 2024

Water

- Completed monthly cutoff list for nonpayment.
- Completed monthly leak notification door hangers.
- Completed monthly meter verification list.
- Completed monthly check of idle meter list for consumption. No issues were found.
- Completed 17 work orders for activate/deactivate service.
- Completed 4 work orders for endpoint maintenance issues.
- Completed 3 work orders for water leaks.
- Completed 5 work orders for miscellaneous water issues.
- Completed 7 work orders for water taps.
- Performed 1 occupancy verification. Confirmed residence is vacant.
- Assisted resident with water shut off valve on Little Dog.
- Repaired leak in front yard of residence on Stewart.
- Assisted resident with water leak responsibility determination on MLK.
- Installed clamp on 2" pipe in front of business on Eva.
- Assisted landlord with meter location and service for resident on N Waterstone Dr.

Wastewater

- Completed 7 work orders for sewer taps.
- Tightened fan belt in chlorine room.
- Painted the outside doors of the control rooms.
- Used the bobcat mini excavator to straighten out driveway at Stewart Creek WWTP.
- Replaced manhole cover in front of Lift Station #4.

Streets/Drainage/ROW

- Completed 2 work orders for Street ROW – Ditch/Drainage.
- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.
- Completed items for weed patrol.
- Placed and removed barricades for street flooding on 5/2, 5/17, 5/29 and 5/31.
- Painted red striping for Consolidated Communications parking on Pond at Caroline.
- Cut up and haul off fallen trees in the ditch on Prairie.
- Repaired stop sign at Buffalo Springs and CB Stewart.
- Reset northwest stop sign at Town Creek Crossing and Dina Lane.
- Removed debris from ditches on Baja, McGinnis, and MLK immediately following storm.
- Added dirt to low spots at site of recent drainage repair on Berkley to prepare for grass to grow.

PUBLIC WORKS

FIRST RESPONDER

- Remove 4 bags of concrete from west bound lane of Eva.
- Checked all streets located within the city limits for storm damage and/or high water.
- Repaired pothole in southbound lane south of bridge just north of Lift Station #10.
- Repaired sinkhole with asphalt on College Street.
- Repaired pothole next to stop sign on Liberty @ Pond.
- Added asphalt to low spot from previous leak on Caroline at FM 149.
- Picked up bags of asphalt from Waller County Asphalt for repairs.
- Picked up 400 ft of 2-inch poly for bypass line at Waterstone to Terra Vista.

Building/Facility/Vehicle/Equipment Maintenance

- Conducted weekly Safety Inspection Reports.
- Completed monthly light bulb check at all facilities.
- Delivered cases of water to City Hall as requested.
- Completed weekly cleaning of Community Center.
- Completed weekly pre-trip inspections of crew trucks.
- Completed monthly check of all irrigation systems and made repairs as necessary.
- Completed 16 work orders for general-City Hall maintenance.
- Cleaned up debris following storms at Community Center, Cedar Brake Park, Fernland Historical Park, Homecoming Park, City Hall and throughout city limits.
- Performed inspection of AED's at City Hall and in all crew trucks.
- Checked and replaced as needed all bulbs at City Hall, Community Center, Cedar Brake Park, Homecoming Park, and Fernland Historical Park.
- Relocated shelf in Finance office.
- Repositioned light fixture outside server room for Police Department.
- Relocated supplies from Water Well #2 shed to old office at PW yard.
- Completed all items on weed patrol list.
- Treat for wasps at Fernland at Fernland Historical Park's Arnold Simonton House.
- Trim low hanging branches over front walk at Fernland Historical Park's Arnold Simonton House.

Parks/Recreation

- Posted all park reservation notices.
- Completed 36 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 611 visitors and provided 54 tours for the month.
- Checked all stations and sprinkler heads on irrigation system at City Hall, Fernland Historical Park, Cedar Brake Park, Memory Park, Stage, Community Center, Welcome Sign, and Welcome Flags.
- Displayed, lowered, and removed flags for Memorial Day.
- Replaced GFI and timer for water fountain at Cedar Brake Park.
- Repaired light #42 at Cedar Brake Park.
- Relocated the spinning wheel and washing machine in Fernland Historical Park's Crane Cabin.
- Delivered, remove, and empty trailer from Memory Park for Lake Conroe Rotary Club.
- Replaced chandelier light bulbs and removed cobwebs at Fernland Historical Park's Hulon House.



General

- Attended weekly Leadership Team meetings.
- Completed 14 work orders for maintenance-general issues.
- Completed monthly safety meeting with department and safety officer.
- Attended bi-weekly conference calls with utility operator and engineer.
- Delivered barricades for Sip N Stroll.
- Assisted with bags of ice for coolers used at the Employee Public Service Recognition Picnic.
- Delivered, attended and removed barricades for Lonestar Street Dance.

