



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316
Telephone: (936) 597-6434

Public Works Department Monthly Report for August 2023

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.
- Activated/deactivated 6 water accounts.
- Completed 15 work orders for endpoint maintenance issues.
- Completed 17 work orders for water miscellaneous.
- Completed 11 work orders for water leaks.
- Completed 5 work orders for water taps.
- Assisted resident with location of leak on Waterstone Drive and Dina Ln.
- Repaired leak on Memory Park meter.
- Assisted business owners and residents with low water pressure.
- Assisted resident on Martin Luther King with consumption questions.
- Assisted resident on Brock's Lane with water line.
- Assisted resident on Dina Lane with Eye on Water.
- Repainted fire hydrants throughout the city.

Wastewater

- Completed 4 work orders for sewer taps.
- Repaired 8" sewer main line on FM 1097.

Streets/Drainage/ROW

- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.
- Completed items for weed patrol.
- Set 24' culvert on Clepper for resident.
- Installed riprap in ditch on both sides of driveway to Lift Station #10.

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 10 work orders for general-City Hall maintenance.

PUBLIC WORKS

FIRST RESPONDER

Parks/Recreation

- Posted all park reservation notices.
- Completed 45 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 301 visitors and provided 35 tours for the month.
- Treated Memory Park for crazy ants.
- Treated Fernland Historical Park for wasps.
- Repaired hall plexiglass in Dining Room of Hulon House as well as padlock hasp on the door frame at Fernland Historical Park.
- Repainted bollards at Cedar Brake Park.
- Reset solar sync setting on irrigation system at Memory Park.
- Remove dead top of tree hanging on Shepperd side of Cedar Brake Park.
- Assisted McCaffety Electric remove electrical pole at Homecoming Park.
- Installed new John A Butler sign on the pavilion at Cedar Brake Park.
- Repaired fence after cutting up and disposing of fallen limb at Homecoming Park.
- Replaced nuts and bolts on table with nylon nuts and bolts at Community Center.

General

- Attended weekly Leadership Team meetings.
- Completed 34 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.
- Continue to oversee fiber contractors during boring to prevent leaks.
- Sent resident letter as requested for HOA.
- Participated in Sanitary Sewer Rehab Meeting with WGA.
- Attended Water Well No. 2 meeting with WGA.
- Completed Flagship walkthrough.
- Attended the Water Plant No. 3 Improvements 1-year Warranty meeting with WGA.
- Attended monthly Water Resources Planning Team Meetings.
- New Maintenance Technician currently in training.
- Attended the Historical Society's Unveiling Ceremony pre-event meeting.
- Attended Budget Review meetings for 2023-2024 Budget.
- Participated in CIP discussion.
- Met with Insurance Company for 213 Prairie remodeling following water damage.
- Met with operations contractors regarding questions for their RFP submittal.
- Participated in the quarterly regional PW Director meeting.

