



Public Works Department
101 Old Plantersville Rd.
Montgomery, TX 77316
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Monthly Report for May 2021

Water

- Replaced several meter box lids that habitually float away during rain events.
- Completed monthly cutoff list for nonpayments.
- 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 18 water accounts.
- Completed 5 work orders for endpoint maintenance issues.
- Completed 2 work orders for water leaks.
- Completed 6 work orders for miscellaneous water issues.
- Completed 11 work orders for water taps.

Wastewater

- Completed 11 work order for sewer taps.
- Completed 2 work orders for sewer-stop up.

Streets/Drainage/ROW

- Removed fallen limbs and debris from storm events throughout the city.
- Cleared front fence line of property on Clepper St. for better Heavy Trash event visibility.
- Cleared debris from ditches on Worsham St.
- Removed dead tree from ROW on Caroline St.
- Contractor removed bull pine tree at Homecoming Park that was struck by lightning.
- Brush hogged sewer easement at Sewer Plant 1.
- Trimmed low limbs throughout the city.
- Repaired 4 potholes.
- Completed 0 work orders for streetlight request.
- Completed 2 work orders for Street ROW – Ditch/Drainage.
- Completed 0 work orders for street sign issues.
- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.

Building/Facility/Vehicle/Equipment Maintenance

- Topped off all facility generators with diesel.
- Replaced keypads and receiver at Sewer Plant 2 gate.
- Repaired brake wiring on PW-1502 dump trailer.
- 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 15 work orders for general-City Hall maintenance.

Parks/Recreation

- Prepared "Clover's Dedication Area" at Cedar Brake Park.
- Rebuilt statue flower bed at Cedar Brake Park and added flowers, mulch, and grass sod.
- Repaired leak on irrigation line at Cedar Brake Park.
- Rebuilt flower beds at entrance to Homecoming Park.
- Replaced dead tree at Homecoming Park.
- Performed yearly root removal from waterfall pump inlet at Memory Park.
- Posted all park reservation notices.
- Completed 26 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 684 visitors and provided 44 tours for the month.

General

- Assisted with Antique Festival.
- Completed Utility Operations RFP opening and reviewed bids for Council recommendation.
- Attended one year warranty punch list meeting in Villas of Mia Lago.
- Attended pre construction meeting for Water Plant 3 improvements project.
- Attended hosted lunches provided for Public Works during National Public Works Week.
- Attended meeting with Eagle Scout candidate to discuss possible project in Memory Park.
- Completed 12 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.

Report prepared by:
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Director of Public Works
June 3, 2021