



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for February 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 16 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 6 work orders for water taps.
- Uncrated and assembled new hydrant meters.
- Delivered 2-meter vaults to Home Depot's location under construction.
- Repaired leaks on hydro tank at WW#2.
- Installed missing part for GST access panel swing arm at WW#3.
- Pressure washed both control room buildings at WP#3.
- Assisted Operator in isolating water line when installing taps for Home Depot.
- Assisted customer on John A Butler to understand bill.
- Repaired small leak at curb stop on MLK.
- Investigated leak on Stewart Street.
- Investigated endpoints on Powell and FM1097.

Wastewater

- Completed 6 work orders for sewer taps.
- Completed 0 work orders for sewer-stop up.
- Replaced lenses on all cameras at WWTP#2 and treated all cameras with Rainx.
- Repositioned Connex box at WWTP#1 for Police Department.
- Treated WWTP#2 for ants.
- Organized and cleaned shed at WWTP#2.
- Replaced ethernet cable for camera repeater at WWTP#2.
- Investigated the trunkline behind Town Creek Crossing for an issue with a manhole.



Streets/Drainage/ROW

- Completed 7 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.
- Repositioned stop sign on Emma’s Way @ Scenic Hills.
- Dug out and extended ditch on Baja for drainage.
- Clean out ditch at McCown and Eva.
- Created ditch drainage on Berkley.
- Removed debris including leaves, twigs, and trash from ditches on Baja, McGinnis, and MLK..
- Clean out ditch in front of house on Harley and built berm.
- Repositioned street sign on Villa Ln. at Lone Star Bend due to weather.
- Repaired pothole on Buffalo Springs north of Town Creek Crossing.
- Repaired potholes on Stewart and Buffalo Springs.
- Repaired potholes on Buffalo Springs @ Waterstone.
- Repaired edge of road on Anna Springs @ Berkley.
- Repaired sinkhole forming on bridge at College Street.

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.
- Repaired leak from water heater at Community Center.
- Performed inspection on AED at City Hall and all PW crew trucks.
- Repaired leak in LRR at City Hall and tightened dividing wall in MRR.
- Assisted City Secretary with boxes in file room.
- Assisted Police Department Executive Assistant with changing door lock codes.
- Temporarily relocated bookshelf in Finance Office.
- Lowered all flags to half-mast to honor the life and service of Deputy Rivette with MCSO.
- Replaced both flags at City Hall.
- Replaced Welcome flags and Community Center flags.
- Performed routine chainsaw maintenance.
- Removed tree from fence on Liberty.
- Sealed around sink at PW office.
- Removed tree from Lone Star Bend.
- Replaced toilet handle and multi fold suspenders in LRR at Community Center.
- Balanced and rotated tires on PW1701.
- Replaced spark plugs and wires on PW1501.
- Investigated blower motor issue on PW2001.
- Cleaned filters, checked fluids, reconnected and tightened belt, and repaired water tank on PW1801.

Parks/Recreation

- Posted all park reservation notices.
- Completed 28 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 854 visitors and provided 52 tours for the month.
- Drained, repaired, and cleaned water fountain at Cedar Brake Park.



- Removed, repainted, and reinstalled Cedar Brake Park sign.
- Removed confetti left by park patron at Cedar Brake Park.
- Removed dead branches from shrub in front of Arnold Simonton House at Fernland Historical Park.
- Used shop vac on the floors and corners and removed cobwebs of each room of the Hulon House at Fernland Historical Park.
- Checked for wasps at Fernland Historical Park.
- Repositioned light post on walkway near the ramp at Fernland Park.
- Repaired cabin door for Jardine Cabin that was cracked below the lock and scraping the floor.
- Treated for crazy ants at Memory Park.
- Flattened out walking trail near library at Memory Park.

General

- Attended weekly Leadership Team meetings.
- Completed 25 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.
- Added mulch to rose bushes and prepared rock for asphalt.
- Added asphalt between sidewalk and parking lot at rose bushes.
- Prepared bump stops for paint.
- Met with Home Depot onsite at new location.
- Attended meeting with arborist at Community Center.
- Attended Music & Mudbugs Pre-Event Meeting.
- Participated in Pre-Submission conference call.
- Participated in Town Creek WWTP Expansion to 0.3 MG RFQ.
- Attended Resiliency training online.
- Attended online CSI class.
- Participated in Pre-Event Meeting at Cedar Brake Park.

