



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for September 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 14 water accounts.
- Completed 3 work orders for endpoint maintenance issues.
- Completed 6 work orders for water leaks.
- Completed 10 work orders for miscellaneous water issues.
- Completed 4 work orders for water taps.
- Assisted resident on MLK, Dina, and Terra Vista Circle with consumption questions.
- Built 2 additional hydrant meters currently in use for Principal Paving on FM1097 for new subdivision and Cruz Tec at 801 College.
- Assisted resident turn off water at 210 Pond.
- Repaired 6" water main at FM 1097 @ Summit Park.
- Increased calls regarding high consumption from customers. Discussed the Eye On Water program, consumption as seen in Beacon for each account.
- Removed 818 Caroline from TCEQ's testing site list as requested by homeowner.

Wastewater

- Completed 3 work orders for sewer taps.
- Completed 1 work order for sewer-stop up.
- Assisted resident with handling backup on Caroline. College and Liberty due to blockage created by boring contractor.

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.
- Removed dead tree branches around town following storm 9/15/2023.
- Placed cones at intersections as requested by PD during storm on 9/15/2023.
- Flail mowed MLK and Baja.
- Removed rocks and debris from MLK, Liberty Street and Emma's Way.

PUBLIC WORKS

FIRST RESPONDER

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.
- Achieved capacity by 2 PM Saturday for quarterly Heavy Trash event.
- Delivered and removed barricades for Sip N Stroll events on Thursdays beginning 6/21/2023.
- Delivered and removed barricades for First Community Garage Sale.
- Replaced flush valves and bowl gaskets at Community Center.
- Elevated A/C at Community Center.
- Assembled chair for Finance office.
- Replaced air filters at City Hall.
- Replaced batteries in WWTP#2 keypads.
- Continued to Repaint fire hydrants throughout town.
- Installed 2 A/C units on Baja for residents.
- Assembled grill.
- Prepared and tended burn pile from tree debris accumulated since June.
- Repaired water line to ice machine at PW shop.
- Mowed lot for future well site off Emma's Way.
- Oil & Filter change, CV Axle Front right and right front CV Axle for PW1510.
- PW2001 wheel balance and tire rotation.
- Replaced wiper blades and cabin air filters on PW Fleet.
- Replaced both belts, idler pulley, and tensioner pulley on PW1801.
- Replaced marker light and PCV valve on trailer.
- Repaired leak on PW1201.
- Pre-treated all facilities, generators, City Hall, Water Plants, Lift Stations, and Wastewater Treatment Plant with rat poison.
- Gave potential operating companies tours of the city facilities in preparation for the RFP.

Parks/Recreation

- Posted all park reservation notices.
- Completed 34 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 454 visitors and provided 55 tours for the month.
- Installed 10 Texas Flags in front of new statue for unveiling at Cedar Brake Park.
- Checked all sprinkler heads at Cedar Brake Park, Fernland Historical Park, and Community Center.
- Checked irrigation system at Memory Park, Stage, Welcome Flags, and Welcome Sign.
- Replaced GFCI and push button on water fountain at Cedar Brake Park.
- Replaced lightbulbs in light poles at Cedar Brake Park.
- Treated for wasps at Fernland Historical Park.
- Delivered trailer to Memory Park for Lake Conroe Rotary Club.
- Repaired bridge at Memory Park.
- Added crushed granite to Memory Park walking path.



General

- Attended weekly Leadership Team meetings.
- Completed 17 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.
- Lowered and raised flags to half staff to honor Senator Feinstein.
- Attended PR Schedule Discussion meeting.
- Attended CIP Review and Funding Options meeting.
- Lead Operations Bid Opening for Water and Sewer Operations and Maintenance Services.
- Participated in the Water Infrastructure Issues meeting with WGA.
- Participated in multiple budget workshops.
- Participated in LSGCD Board Meeting.
- Attended pre-event meetings for Sip N Stroll, Oil Man Triathlon, Quilt Walk and Trick or Treat.
- Attended Social Media meeting.
- Participated in Well 2 Strategy meeting.
- Attended pre-event meeting for HD Chapter 380 Agreement Review.
- Attended CIP and CO's plan discussion.

