



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

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## Public Works Department

### Monthly Report for September 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 11 work orders for activate/deactivate service.
- Completed 3 work orders for endpoint maintenance issues.
- Completed 9 work orders for water leaks.
- Completed 12 work orders for miscellaneous water issues.
- Completed 33 work orders for water taps.
- Repaired 6" main leak caused by boring contractor.
- Repaired large leak at meter on Peel Point.
- Investigated with resident source of leak in the neighborhood and found Hills of Town Creek splashpad leaking.
- Repaired ¾ inch poly hit by boring contractor on Racetrack.
- Repaired service line on Peninsula Point.
- Repaired leak on MLK.

#### Wastewater

- Completed 27 work order for sewer taps.
- Completed 1 work orders for sewer-stop up.
- Replaced AA batteries in keypads at WWTP#2.
- Discussed sewer line installation by the fiber optic company with resident on Berkley and Simonton Street.
- Repaired force main damaged by contractor at Caroline and FM 149.
- Installed entry boot for cleanout on Dina Ln.

#### Streets/Drainage/ROW

- Completed 1 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.
- Replaced decorative streetlight at McCown @ College.
- Dressed up Caroline @ FM 149 following leak repair.
- Reset speed limit sign in front of Auto Zone.



- Repaired stop sign at the entrance and reset the sign at CB Stewart on Buffalo Springs northbound lane.
- Reset stop sign at entrance of Terra Vista.
- Remove debris from previous flail mowing and small section of ditch on MLK.
- Dressed up Powell Street from leak damaged by private contractor.

### **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.
- Assembled new file cabinets for Finance office.
- Assembled new chair for Utility and Permit office.
- Cleaned out exhaust vent in Men's front restroom at City Hall.
- Repaired flat and completed tire rotation on PW2001.
- Replaced battery on PW1501.
- Distributed rat control at all facilities and generators including City Hall, WP #2, WP #3 and lift stations 1, 2, 3, 5, & 6.

### **Parks/Recreation**

- Posted all park reservation notices.
- Completed 37 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 562 visitors and provided 42 tours for the month.
- Added additional Kiddie Cushion to play areas at Cedar Brake and Homecoming Parks.
- Checked irrigation sprinkler heads at Cedar Brake Park, Fernland Historical Park, and Community Center.
- Performed repairs to playground equipment at Cedar Brake Park.
- Cut down dead tree in front of the restrooms at Cedar Brake Park.
- Treated for wasps at Fernland Historical Parks.
- Repaired threshold and replaced board on the front porch in Crane Cabin at Fernland Historical Park.
- Repaired damaged floorboard in kitchen at Hulon House.
- Removed weeds in flagstone terraces of Hulon House and Crane Cabin and the brick around the large redwood slice at Fernland Historical Park.
- Removed furniture from front room of Fernland Historical Park to prepare for painting project.
- Repaired leak at Memory Park.
- Delivered small load of crushed granite and 3 loads of dirt for Lake Conroe Rotary Club workday.
- Picked up trailer filled with debris following Lake Conroe Rotary Club workday at Memory Park.

### **General**

- Attended weekly Leadership Team meetings.
- Completed 4 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.
- Completed quarterly Heavy Trash event.
- Delivered and picked up barricades for Sip N Stroll each week.
- Setup, attended, and break down for Community Garage Sale event.
- Lowered and raised flags to honor Patriot Day (9/11).



- Attended Preconstruction Meeting - Redbird Meadow Lift Station No. 1; Montgomery County MUD.
- Attended Lone Star Street Dance, Quilt Walk, Contingency Plan meeting.
- Participated in Special Events Coordinator interviews.
- Attended Waste Management meeting.
- Attended ARPA Kick-Off Meeting.
- Found water theft occurring September 17<sup>th</sup> in Villas of Lake Creek.
- Attended Robert Half meeting.
- Participated in Harley street drainage meeting.
- Attended Everbridge demonstration.

