



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

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## Public Works Department

### Monthly Report for January 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 8 water accounts.
- Completed 16 work orders for endpoint maintenance issues.
- Completed 11 work orders for water leaks.
- Completed 17 work orders for miscellaneous water issues.
- Completed 3 work orders for water taps.
- H2O repaired hydrant meter leak at 274 Little Dog.
- Replaced float valve on old cooling tower on the Jasper Water Well #3.
- Unloaded casing at Buffalo Springs and FM 1097.

#### Wastewater

- Completed 1 work order for sewer taps.
- Completed 4 work orders for sewer-stop up.
- Cleaned out sewer tap at 110 Harley.
- Ran camera down 107 Abner service line to assist homeowner by checking for break in line.
- Repaired water line near WWTP#2 blowers.

#### Streets/Drainage/ROW

- Completed 4 work order 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 fallen limb by post office driveway.
- Installed thermal plastics.
- Filled two potholes on John Butler near Best Donuts.
- Filled pothole on College St. @ Jenny Lane.
- Replaced asphalt on culvert on College.
- Re-grout manhole lid at FM1097 @ Buffalo Springs.



- Flooded ditches everywhere culverts were replaced on MLK @ McGinnis for inspection purposes.

### **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 14 work orders for general-City Hall maintenance.
- Renewed inspection and registration for PW1801.
- Replaced water filter on PW1503.
- Replaced battery on PW2001.
- Installed GPS on PW1510.
- Added Rain-X to all vehicles.
- Reset breakaway sign at FM 149 @ Caroline.
- Changed all AA batteries in electronic door locks at City Hall (68).
- Removed Utility Desk keyboard tray and raised desk.
- Completed Christmas decoration removal at City Hall.
- Poured bleach in floor drains in front restrooms at City Hall.
- Assisted PD with flat on Speed Trailer located at CB Stewart and Buffalo Springs.
- Replaced urinal gasket in City Hall men's restroom.
- Hung frame in City Secretary's office.
- Repaired leak dripping from the light in City Secretary's office.
- Removed floor desk mats from under Finance office desk due to tripping hazard. Will replace once received.
- Changed all air filters at Community Center, Fernland Historical Park, and PW office.
- Repaired restroom toilet causing water leak at Community Center.
- Added bump stops to parking area of PW office at WWTP#2.
- Added material to WWTP#2 driveway.
- Removed rebar and flagging form for new sidewalk installed on Bessie Price Owen and Berkley.
- Changed Historic Downtown Montgomery Christmas to Texas historical banners.
- Removed debris from culvert on Prairie @ Caroline.

### **Parks/Recreation**

- Posted all park reservation notices.
- Completed 31 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 699 visitors and provided 52 tours for the month.
- Checked Memory Park irrigation for leak.
- Repaired leak at backflow preventer at Memory Park.
- Repaired deck over water at Memory Park.
- Checked for wasps at Fernland Historical Park.
- Checked irrigation at Memory Park.
- Fernland Historical Park Docents completed removal of all Christmas decorations.
- Replaced node for rock waterfall at Memory Park.
- Replaced Park hours signs at Memory Park.



- Assisted Fernland Historical Park docents' connectivity with internet in park office.
- Replaced screen on water fountain at Homecoming Park.
- Replenished Kiddie cushion and rework borders in playground at Cedar Brake Park.
- Repair 2 of the solar path lights at Memory Park.
- Replaced receptacle at Memory Park.
- Repaired rock fountain at Memory Park.

## **General**

- Attended Leadership Team Meeting.
- Completed 14 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 for mass shootings according to presidential request.
- Attended Bid Opening for RFP's for Grounds Maintenance and ROW Mowing & Lift Station Weed Control.
- Met with City Administrator regarding roundabout to be located at Buffalo Springs @ Lone Star Parkway.
- Attended Lone Star Street Dance discussion.
- Attended meeting with Rotary on proposed water well construction.
- Attended meeting with Lake Creek Village HOA president about Memory Park boundaries.

