



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department Monthly Report for October 2022

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 11 work orders for endpoint maintenance issues.
- Completed 2 work orders for water leaks.
- Completed 11 work orders for miscellaneous water issues.
- Completed 5 work orders for water taps.
- Raised meter box at 266 Little Dog Dr.

Wastewater

- Completed 5 work order for sewer taps.
- Completed force main repairs at Lift Station #8.
- Televised sewer main in front of Elementary School and removed blockage.
- Repaired main entrance gate to WWTP#2.

Streets/Drainage/ROW

- Completed 2 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.
- Continued thermal plastic applications.
- Pulled wire barricades in storm inlets to prepare for storm.
- Filled hole with rock at Flagship & Hwy 105 (Eva).
- Dug around manhole at 724 Community Center Dr. and applied cover.
- Camera sewer tap to see across the street from 14030 Liberty.
- Reset manhole ring at Lonestar Parkway and Hwy 105 (Eva).
- Repaired service line beneath College St.
- Replaced stop sign at Scenic Hills 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 17 work orders for general-City Hall maintenance.
- Trimmed and removed limbs city wide following storm on 10/24/2022.
- Flail mowed Flagship, Clepper, and other locations.
- Replaced solar panel on speed trailer for PD.
- Repaired seat and air dam on PW-1801.
- Charged all LED road flare kits.
- Installed jet nozzle for pressure washer trailer.
- Removed, repaired, and replaced leaking cylinder and damaged hose from backhoe.
- Degrease and pressure wash backhoe.
- Changed air filters at City Hall.
- Repaired sprinkler system at City Hall.
- Repaired lock on server room door at City Hall.
- Assembled chair for PD Executive Assistant.
- Replaced paper towel holder in women's restroom at City Hall.
- Repaired latch on stall in men's restroom at City Hall.
- Moved glass eraser board for PD.
- Added dirt to level out holes at 777 Clepper.
- Assembled new chair for Deputy City Secretary.
- Cleaned camera lenses at WWTP#2 office.
- Assembled new chair for City Secretary.
- Replaced faucets in WWTP#2 office restrooms.
- Assembled bookshelf and chair for Events & Recreation Specialist.

Parks/Recreation

- Posted all park reservation notices.
- Completed 41 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 753 visitors and provided 68 tours for the month.
- Changed air filters at Community Center, Fernland Historical Park and WWTP#2 Office.
- Repaired water leak at Memory Park.
- Repaired water line for waterfall at Memory Park.
- Stained the Hulon House steps at Fernland Historical Park.
- Hauled dirt for contractor at Memory Park.
- Replaced a trim board on the Hulon House column, repaired welcome sign and padlock on door to the restroom.
- Repaired caulk on chimney and windows in dining room of Fernland Park's Hulon House.
- New Events and Recreation Specialist start date was October 19.

PUBLIC WORKS

FIRST RESPONDER

General

- Completed 15 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.
- Participated and disassembled for Quilt Walk.
- Setup, participated and disassembled for National Night Out.
- Setup, participated and disassembled for Trick or Treat Montgomery.
- Delivered barricades for Montgomery Street Dance.
- Assisted RCI loading and unloading boxes for audit.
- Compiled meter and endpoint warranty/replacement list for Accurate Meters.
- Attended meeting with JQ Baker with H2O regarding issues.
- Attended Fall Festival Event debrief meeting.
- Attended Events Procedures and Processing Meeting.

