



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department Monthly Report for November 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 9 water accounts.
- Completed 4 work orders for endpoint maintenance issues.
- Completed 9 work orders for water leaks.
- Completed 10 work orders for miscellaneous water issues.
- Completed 5 work orders for water taps.
- Removed hydrant meter from Martin Luther King.
- Received 15 dirty/smelly/low pressure calls and forwarded to H2O Innovations.
- Repaired water leak at 524 Simonton St. due to Hymax coupling leak.
- Foreman made a courtesy visit to 127 Anna Springs as requested by homeowner to obtain additional knowledge regarding potential water leak.
- Repaired leak and backfilled around meter for Amegy Bank.
- Repaired fire hydrant and flagged off hole following car accident on Plez Morgan.
- Moved fire hydrant on Little Dog dr.
- Replaced light bulbs at Water Plant 3.

Wastewater

- Completed 4 work order for sewer taps.
- Picked up old pump from LS #3 to store at yard.
- Backfilled hole over sewer line at 14030 Liberty.

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.
- Prepared detour signs for Light up the Park event.
- Dressed up excavation site from repairs made on water line at 524 Simonton.
- Removed stump near Clepper.
- Repaired asphalt around manhole.



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 15 work orders for general-City Hall maintenance.
- Installed water hose reel at northwest corner of Community Center building.
- Filled all generators with diesel fuel.
- Assembled and decorated Christmas trees at electronic sign, and community center.
- Relocated the hand sanitizer in the City Hall kitchen area.
- Installed new paper towel holders at City Hall.
- Replaced batteries in faucets for all 3 bathrooms.
- Painted restroom and hung paper holder at City Hall.
- Replaced glass board in Lieutenant's office and remounted in Sergeant's office.
- Mounted soap dispensers at City Hall.
- Moved shelf from the court to replace the one in the records room.
- Assembled table for Court Clerk's office.
- Replaced photocell for parking lot lights and GFI on gazebo at City Hall.
- Removed dead tree at Old Dobbin Plantersville Road at Hwy 105.
- Removed dead tree on Bois d'Arc.
- Removed trash from the corner of FM1097 and Hwy 149.
- Removed temp post with reflectors that were marking the bypass piping near LS#8.
- Replaced the radio control receiver at WWTP#2 front gate and re=installed at Prairie property.
- Mounted marker board in Events & Recreation Specialist's office.
- Obtained estimates for repairs to 2015 Ford Explorer.
- Picked up the Santa chair for the Light Up the Park event.
- Changed battery in PW1501.
- Cleaned chain saws and sharpened chains.
- Installed new Verizon 4G boxes on PW fleet vehicles.
- Adjusted electric brakes for PW1702.

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 595 visitors and provided 47 tours for the month.
- Hosted Movie Night event.
- Installed Christmas lights on light poles at Cedar Brake Park to prepare for the Light Up the Park event.
- Assembled and decorated Christmas trees at Cedar Brake Park.
- Began installing Christmas decorations.
- Repainted Santa's sleigh and reindeer.
- Removed fallen tree from right of way on Hwy 149 near propane tank.
- Delivered 10 yards of dirt to Memory Park for bulkhead project.



- Replaced irrigation node by the statue at Cedar Brake Park.
- Treated Fernland Park for wasps.
- Installed Christmas decorations at Fernland Park.
- Sprayed entire pump area under stairs with crazy ant poison at Memory Park.

General

- Attended Department Head meeting.
- Completed 8 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.
- Scanned pictures of Fernland buildings for backup.
- Executive Assistant attended Incode Utility Billing training 1 thru 4A.
- Executive Assistant attended LED Sign training by Permit Department.
- Attended Trick or Treat event Debriefing.
- Attended Parks Advisory Committee Quarterly Meeting.
- Attended Christmas Parade Meeting.
- Attended Cedar Crest Discussion.
- Attended meeting with Entergy.
- Francisco Salas completed Engaged Leaders training through TEEX.

