



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for December 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 9 work orders for endpoint maintenance issues.
- Completed 7 work orders for water leaks.
- Completed 10 work orders for miscellaneous water issues.
- Completed 1 work orders for water taps.
- Installed 2-1" ultrasonic meters on cooling towers at WP #3.
- Added dirt around replaced hydrant on Plez Morgan.
- Completed meter and endpoint warranty/replacement list and sent to Accurate.
- Wrapped blowoffs and backflows in preparation of the freeze.

Wastewater

- Completed 1 work order for sewer taps.
- Completed 1 work orders for sewer-stop up.
- Dug up and repaired sewer main at 13755 Liberty.
- Checked manhole for sewer overflow at 204 Kings Lane.
- Install 6" SDR cap on sewer main on College.
- Prepared, unloaded, and spread rock at WWTP#2.

Streets/Drainage/ROW

- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.
- Completed items for weed patrol.
- Cleared grass back to the edge of paving on Berkley at Bessie Price Owen.
- Filled pothole on Buffalo Springs.
- Added rock to transition from asphalt to rock at City Hall.
- Completed fire hydrant tagging at Town Creek Crossing.



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 Memory Park irrigation systems and made repairs as necessary.
- Completed 11 work orders for general-City Hall maintenance.
- Completed tire rotation and oil and filter change for PW1501.
- Family Auto and Transmission completed transmission replacement on PW-1510.
- Replaced radiator in PW1801.
- Took PW1301 to Wiesner Conroe for recall on passenger air bag.
- Replaced chain for lock at LS#13.
- Replaced weaving on chain link fence surrounding LS#12.
- Completed inspection of all AED's at City Hall and in crew trucks.
- Moved storage cabinet for PD at City Hall.
- Wrapped water pipes with insulation at City Hall to prepare for freeze.
- Mounted new vehicle key vault to the wall on PD side at City Hall.
- Cleaned City Administrator's office to prepare for new City Administrator.
- Re-mounted rifle vault to back wall for PD at City Hall.
- Raised two desks for PD at City Hall.
- Assisted Utility Billing with mailout process of re-issued utility billing due to Incode error.
- Removed fallen limb north of Nat Hart Davis Museum.
- Repaired ice maker line at WWTP#2 shop.
- Repaired toilet in WWTP#2 shop restroom.
- Prepared for relocation of equipment shed at WWTP#2.
- Replaced flags at Community Center.
- Completed hard freeze preparation list.

Parks/Recreation

- Posted all park reservation notices.
- Completed 28 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 596 visitors and provided 52 tours for the month.
- Ran extension cords for Cedar Brake Park light poles for Light up the Park.
- Replaced lock on lockbox and relocated to inside office at Fernland Historical Park.
- Checked Fernland Historical Park for wasps including Jardine Cabin attic and Hulon House dining room.
- Checked Fernland Historical Park's Hulon House for roof and windowpane leaks.
- Removed concrete bags from water's edge at Memory Park.
- Filled in small hole on east side of pavilion at Cedar Brake Park.
- Delivered 6 yards of dirt to contractor at Memory Park for bulkheading project.
- Checked sprinklers in rebuilt area at Memory Park.
- Replaced keyboard for Fernland Historical Park's office.
- Repaired the letter "C" on the Cedar Brake Sign.
- Adjusted deadbolt on Fernland Historical Park's Jardine cabin.
- Replaced track light at Fernland Historical Park's Arnold Simonton House.



- Repaired and relocated sign at Memory Park.
- Repaired deck at Memory Park.
- Treated Cedar Brake Park for bees around playground equipment.

General

- Completed 21 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 all flags to half staff in remembrance of Pearl Harbor Day on 12/7.
- Completed Heavy Trash weekend December 3 & 4.
- Delivered 1 concrete goat to Ace Hardware.
- Assisted with destroying old evidence for PD at WWTP#2 shop.
- Attended weekly Catch up meetings with WGA.
- Participated in the Light Up the Park event.
- Prepared, participated and removed barriers for Christmas in Historic Montgomery events including Parade, Snow Party, etc.
- Attended Pre Construction Meeting for Downtown Sanitary Sewer Rehab.
- Attended Christmas Historic Montgomery Parade Event Debriefing.

