



Public Works Department
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Monthly Report for June 2022

Water

- Repaired water leak at MISD High School meter vault.
- Repaired bent gate post for Water Plant 3.
- Replaced window unit in Water Well #3 control room.
- Completed and distributed 2021 Consumer Confidence Report.
- 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 16 water accounts.
- Completed 6 work orders for endpoint maintenance issues.
- Completed 10 work orders for water leaks.
- Completed 20 work orders for miscellaneous water issues.
- Completed 19 work orders for water taps.

Wastewater

- Created drainage at WWTP #2 between new office and storage building.
- Completed 19 work order for sewer taps.

Streets/Drainage/ROW

- Repaired water leak on McCown St.
- Repaired water leak on Prairie at Clepper.
- Installed thermoplastics on speed humps and stop bars throughout city.
- Setup and assisted with Freedom Fest Parade.
- Installed stop signs at driveways coming from AutoZone and from Panda Express at Buffalo Springs.
- Installed stop sign on the driveway at Lonestar Parkway behind Care Now.
- Replaced "No Parking" signs at 200 McCown with sign displaying arrow pointing both ways.
- Trimmed bush blocking stop sign going south on Caroline @ McCown.
- Repaired asphalt patch from leak on McCown.
- Removed dead raccoon from Buffalo Springs and Town Creek Crossing.
- Completed 1 work order for Street ROW – Ditch/Drainage.
- Completed 3 work orders for street sign issues.
- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.



Building/Facility/Vehicle/Equipment Maintenance

- Backhoe was taken to Conroe Fleet Maintenance for service.
- Replaced cabin air filters for all Public Works trucks.
- Replaced light plug on dump trailer PW1502.
- Repaired City Hall sign.
- Repaired gate at 213 Clepper building.
- Purchased new trailer PW2201.
- Installed fleet stickers on PW2201.
- 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 8 work orders for general-City Hall maintenance.

Parks/Recreation

- Touched up paint on Hulon House on plumbing under restroom.
- Closed and secured shutters on second floor in Jardine Cabin.
- Thoroughly checked all stations and all sprinkler heads on sprinkler system at all parks, community center, and historical downtown.
- Replaced Lantana at Fernland Park.
- Replaced broken receptacles and cover on light poles at 901 Caroline.
- Repaired leak at Memory Park.
- Repaired waterfall at Memory Park.
- Applied water seal to new fence at Homecoming Park.
- Created bases for new trash cans at Homecoming Park.
- Assembled new picnic tables and trash cans at Homecoming Park and installed all.
- Cut down dead tree on left side of Hulon House at Fernland Park.
- Pressure washed fountain at Cedar Brake Park.
- Posted all park reservation notices.
- Completed 42 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 586 visitors and provided 71 tours for the month.

General

- Conducted Heavy Trash Weekend.
- Completed items for weed patrol.
- Attended Department Head meeting.
- Attended Water Plant Generator Overview meeting.
- 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.
- Attended Event site and security meeting.

