



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for May 2025

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.
- Completed 15 work orders for activate/deactivate service.
- Completed 8 work orders for endpoint maintenance issues.
- Completed 15 work orders for water leaks.
- Completed 6 work orders for miscellaneous water issues.
- Completed 17 work orders for water taps.
- Discussed low water pressure with business on Eva due to flushing in the area.
- Discussed water leak with homeowners on Longhorn Run, Racetrack Lane, College, Berkley, and Peninsula Point.
- Repaired 1" and ¾" service line leaks on Rose Marie by LDC.
- Repaired hydrant meter leak on Clepper.
- Replaced broken meter box on Peninsula Point.
- Relocated water meter on East Rose Marie Lane.

Wastewater

- Completed 11 work orders for sewer taps.

Streets/Drainage/ROW

- Completed 6 work orders 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 garbage bag near bridge on College Street as well as debris in the area.
- Reinstalled speed limit sign on Minero.
- Repaired potholes on Buffalo Springs at Waterstone.
- Reported pothole requests to TXDOT for Lonestar Parkway @ FM 149 and SH 105 @ Lonestar Parkway.

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.
- Filled generators with diesel fuel at Water Plant 2 & 3, Lift Station 1, 2, and 6.
- Inspected all AEDs at City Hall and the PW crew trucks.
- Repositioned two toilets in City Hall restrooms.
- Repaired door to administration side at City Hall.
- Setup, attended, disassembled, and removed barricades, cones, trash, etc. for the Lone Star Street Dance.
- Setup and removed barricades and signs for the May Sip N Stroll events.
- Moved bumpstops in downtown for business.
- Delivered and picked up movie night equipment to MISD per Event Coordinator.
- Setup, participated, and assisted with disassembled at Community Center for the Nacho Average Employee Recognition Luncheon.
- Repaired refrigerator in Administration at City Hall.
- Rotated desk in Deputy City Secretary's office.
- Repaired smoke detector in City Hall conference room.
- Assembled new office chair and file cabinet for Administration/Finance employee.
- Assembled new file cabinet for City Secretary.
- Relocated large flag boxes to attic storage from Finance Director's office.
- Removed dead trees from northwest corner of Community Center and at the corner of Houston and Stewart Streets on the same side as the water plant.
- Removed all downed tree limbs following storms 4/30/2025, 5/2/2025, 5/5/2025, and 5/6/2025 and 5/28/2025.
- Cleaned rain gutters at the PW shop, city hall, and community center outside restrooms.
- Assembled chair for PW office and reorganized furniture in breakroom.
- Condensed burn pile at WWTP#1.
- Removed limbs and vines from WWTP#2 fence line.
- Relocated sign poles for storage.
- Set up and disassembled tables and chairs for PW Appreciation Week luncheon for all staff at City Hall.
- Removed a block of salt from storm drain on Trusty Lane @ Dina Lane.

Parks/Recreation

- Posted all park reservation notices.
- Completed 49 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 597 visitors and provided 65 tours for the month.
- Picked up garden mix for Lake Conroe Rotary Club workday and delivered in trailer to Memory Park.
- Removed deceased cat across the street from Fernland Historical Park.
- Pressure washed benches, trash cans, sidewalks, picnic tables, playground equipment, and under pavilion at Cedar Brake Park.
- Trim crape myrtle trees at Cedar Brake Park flags.
- Trimmed low limbs on Community Center property.
- Treated ants at Cedar Brake Park.
- Tightened screws in floorboard and door frame and repaired broken windows of Crane Cabin at Fernland Historical Park.
- Continue cleaning restrooms, sweep floors, remove cobwebs, etc. for Simonton and Hulton Houses at Fernland Historical Park.
- Removed blue chairs in Arnold Simonton House at Fernland Historical Park.



- Repaired restrooms and drinking fountain at Homecoming Park.
- Treated pump area at Memory Park for ants.
- Eliminated tripping hazards in walkways at Memory Park.
- Repaired irrigation leak at Memory Park.
- Delivered and picked up trailer for Lake Conroe Rotary Club workday at Memory Park.
- Replaced outlet cover to rock fountain GFI outlet at Memory Park.
- Removed roots from inlet box and repaired waterfall pump at Memory Park.

General

- Attended weekly Leadership Team meetings.
- Completed 13 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 flags to half staff in honor of Peace Officer Memorial Day on May 14th.

