



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

---

## Public Works Department Monthly Report for April 2024

### 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 9 work orders for activate/deactivate service.
- Completed 5 work orders for endpoint maintenance issues.
- Completed 3 work orders for water leaks.
- Completed 11 work orders for miscellaneous water issues.
- Completed 1 work order for water taps.
- Cleared fence line, straightened barbed wire, cleared debris and disassembled awning over booster pumps at Water Plant #2.
- Verified occupancy at the vacant home on Little Dog Dr. following disconnect on 4/3/2024.
- Researched and repaired flapper valve at Community Center in Ladie's restroom.
- Replaced meters and endpoints at home on Anna Springs as previous meter was not registering water use.

### Wastewater

- Completed 1 work order for sewer taps.
- Repaired ruts from vendor equipment at Wastewater Treatment Plant #2.
- Straightened up around Wastewater Treatment Plant #1.
- Assisted business with foul odor from toilet on Prairie Street.

### Streets/Drainage/ROW

- Completed 3 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 trash in the ditch on Old Plantersville Rd and FM 1097.
- Delivered 40 cones to PD for Citizen's Police Academy.
- Reset stop sign by Lupe Tortilla at Buffalo Springs Dr.
- Installed stop sign and stop bar at Home Depot entrance at Buffalo Springs Dr.
- Reset stop sign at intersection of Town Creek Crossing and Dina Lane.
- Reset stop sign at CB Stewart and Buffalo Springs Dr.
- Checked inlets to prevent draining issues following rain 4/9/2024 and 4/29/2024.
- Removed debris including leaves, twigs, and trash from ditches on Baja, McGinnis, and MLK.



- Received notification of potholes from resident. Repairs to potholes on Community Center Drive.

### **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 9 work orders for general-City Hall maintenance.
- Added mulch to the north side parking lot of the Community Center.
- Set bollards next to wall by the entrance of the Community Center.
- Replaced all air filters at City Hall, Community Center, Fernland Historical Park, and PW Office.
- Assembled file cabinet for City Secretary.
- Contractor replaced court A/C.
- Repaired toilet handle in City Hall restroom.
- Replaced battery in smoke detectors at City Hall.
- Assembled two chairs for Court Department.
- Power washed parking lot at City Hall.
- Flew ceremonial flag for veteran purchased and requested by his family.
- Spot treated ants at all facilities and parks.
- Power washed back parking lot at the Consolidated building (301 Pond St).
- Changed oil on plate compactor, line striper, and pressure washer.
- Charged all LED road flare kits.
- Balanced and rotated tires on PW-1501.

### **Parks/Recreation**

- Posted all park reservation notices.
- Completed 52 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 688 visitors and provided 73 tours for the month.
- Delivered 10 yards of garden mix soil to lower parking lot at Memory Park.
- Water sealed all wooden surfaces (cabins, picnic tables, fences, goat well, porch, etc.) at Cedar Brake Park, Homecoming Park, Fernland Historical Park, Community Center, and PW Office.
- Replaced all batteries in irrigation controllers at Cedar Brake Park, Fernland Historical Park, Community Center, Welcome Flags, and Stage.
- Adjusted the dog drinking station on the water fountain at Homecoming Park.
- Repaired wiring, irrigation lines (Zone 2), and leaks on irrigation system at Memory Park.
- Checked the entire park at Fernland Historical Park for wasps.
- Delivered 6 yards of crushed granite to Memory Park for the Lake Conroe Rotary Club.
- Repaired the back right handrail post at Fernland Historical Park's Jardine Cabin and the left front handrail post on the Hulon House.
- Greased water fountain pump at Memory Park.
- Pressure washed sidewalks and playground equipment at Community Center, Homecoming Park, Memory Park, and Cedar Brake Park.
- Removed sink from Hulon House and installed in Simonton House upon request by the Montgomery Historical Society.
- Delivered trailer to Memory Park for Lake Conroe Rotary Club workday.
- Repaired leak on irrigation system at Fernland Historical Park.
- Following Lake Conroe Rotary Club workday at Memory Park emptied dump trailer, removed remaining branches and leaves from park, as well as turned on the big water fountain.
- Used plate compactor on granite walkway to new walking library at Memory Park.



- Repaired irrigation system leak at Cedar Brake Park.
- Repaired water leak on drinking fountain at Cedar Brake Park.

### **General**

- Attended weekly Leadership Team meetings.
- Completed 12 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.

