



Public Works Department
101 Old Plantersville Rd.
Montgomery, TX 77316
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Monthly Report for July 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 7 water accounts.
- Completed 7 work orders for endpoint maintenance issues.
- Completed 7 work orders for water leaks.
- Completed 10 work orders for miscellaneous water issues.
- Completed 6 work orders for water taps.

Wastewater

- Repaired gate at WWTP #1.
- Shortened and insulated water line at WWTP#2.
- Hung water hose rack on catwalk at WWTP#2.
- Dug ditch across WWTP#2 to direct flow towards culvert.
- Repaired broken sewer clean-out at 15430 Liberty St.
- Completed 2 work order for sewer taps.
- Completed 1 work orders for sewer-stop up.

Streets/Drainage/ROW

- Checked inlets within city limits.
- Replaced painted stop bars and speed hump indicators with thermoplastics within the city limits.
- Repaired street signs at Buffalo Springs and Lone Star Parkway.
- Dredged ditch at 903 C.B. Stewart to improve water flow.
- Completed 2 work order for Street ROW – Ditch/Drainage.
- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.
- Trimmed limbs on Simonton.
- Trimmed limbs at Cedar Brake Park.
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Building/Facility/Vehicle/Equipment Maintenance

- Added lock to office door for Code Enforcement Officer.
- Treated Community Center for ants.



- Changed filters at all facilities.
- Completed items for weed patrol.
- Installed window unit in collaboration with Police Dept. for resident at 1005 Baja.
- A/C repairs at City Hall were made by Luxury Air.
- Conducted weekly Safety Inspection Reports.
- Completed monthly light bulb check at all facilities.
- Completely outfitted new barricades trailer for future events.
- 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 7 work orders for general-City Hall maintenance.

Parks/Recreation

- Installed and removed flags for Independence Day at Cedar Brake Park.
- Checked sprinkler systems at City Hall, Community Center, Welcome Flags, Stage, and Memory Park.
- Repairs and painting of Arnold-Simonton House started.
- Repaired waterfall at Memory Park.
- 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 566 visitors and provided 54 tours for the month.

General

- Set-up, attended and disassembled for Freedom Festival.
- Set-up, attended and disassembled for Water Party.
- Set-up, attended and disassembled for Montgomery Movie Night.
- Set-up attended and disassembled Council Workshop at Community Center.
- Attended session with Ron Cox Consulting and City Council.
- PW Administrative Assistant participated in 3 Tyler University Training Courses (i.e. ERP PRO 10 AP 1, ERP PRO 10 Purchasing 1 & 2).
- Attended Department Head meeting.
- Attended Budget Workshop Meetings.
- Completed 14 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.

