



Public Works Department
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Monthly Report for September 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 23 work orders for endpoint maintenance issues.
- Completed 8 work orders for water leaks.
- Completed 13 work orders for miscellaneous water issues.
- Completed 3 work orders for water taps.

Wastewater

- Completed 3 work order for sewer taps.
- Completed 1 work order for sewer-stop up.
- Installed hasp at Lift Station 7 to lock entrances.
- Trimmed limbs near back fence at WWTP#2.
- Replaced lavatory faucets in WWTP#2 office.
- Replaced and painted doors in WWTP#2 office.
- Prepared office including cable installation for the Events & Recreation Specialist at Public Works office.
- Flail mowed fence line at WWTP#2.
- Replaced breaker and contactor for the HVAC system at WWTP#2 office.

Streets/Drainage/ROW

- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary.
- Completed items for weed patrol.
- Removed fallen tree on Simonton St.
- Removed dead pine tree at 777 Clepper.
- Installed thermoplastics in various locations throughout the city.
- Located and raised missing manhole on FM149.
- Dug up force main on both sides of Stewart Creek at Lone Star Parkway near Lift Station 8.
- Replaced speed limit pole on Flagship @ FM149.
- Replaced no parking sign on Caroline @ Houston St.



- Installed stop sign and thermal plastic stop bar on Gardner @ Eva St.
- Installed stop sign pole and re-installed street signs on Flagship @ 105.
- Replaced missing speed bump sign and pole near 1002 College.
- Straightened street pole at the corner of Maiden and Caroline.
- Setup and participated in Quilt Walk Festival.

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 16 work orders for general-City Hall maintenance.
- Treated all facilities and generators for rodents.
- PW-1801 Tire Rotation.
- PW-2001 Oil and Filter Change.
- Installed vent shield on A/C in Code Enforcement office.
- Repaired City Hall men's restroom soap dispenser.
- Replaced toilet seat in City Hall women's restroom.
- Repaired ceiling tile tract at Community Center.
- Treated ants at Community Center.

Parks/Recreation

- Posted all park reservation notices.
- Completed 31 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Installed light pole at Cedar Brake Park previously damaged.
- Repaired back porch steps, floorboards, both plexiglass panels on door, and the rail fence at Fernland Historical Park's Hulon House.
- Completed irrigation checklist at Memory Park.
- Checked all stations and sprinkler heads.
- Checked for wasps at Fernland Historical Park.
- Removed branch at Memory Park.
- Repaired 20 ft. of irrigation line and reinstalled two sprinkler heads at Memory Park.
- Added material around time capsule at Community Center.
- Fernland docents reported 610 visitors and provided 55 tours for the month.



General

- Completed 18 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.
- Raised and lowered flags for Labor Day and death of Queen of England.
- Flew ceremonial flag for Logan Benet. Presented with Certificate of Appreciation during City Council Meeting 9/27/2022.
- Delivered and removed barricades for each Sip N Stroll.
- Quarterly Heavy trash completed.
- Setup and removed signs and barricades for Quilt Walk.
- Inspected AED's at City Hall and in all crew trucks.
- Performed irrigation check at City Hall.
- Participated in the Microsoft Teams Meeting with Jessica Rafferty.
- Attended weekly Catch-Up Meeting with WGA.
- Attended the Jenny Lane Easement Meeting.
- Attended the GIS demonstration.
- Attended Prayer Breakfast at the City of Conroe.
- Attended Archive Social demonstration.

