



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

---

## Public Works Department

### Monthly Report for March 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 11 work orders for activate/deactivate service.
- Completed 4 work orders for endpoint maintenance issues.
- Completed 7 work orders for water leaks.
- Completed 10 work orders for miscellaneous water issues.
- Completed 10 work orders for water taps.
- Performed maintenance on Water Well #2 valves to repair leak.
- Performed maintenance check on Water Well #3 of TCEQ Inspection List prior to inspection.
- Assisted hydrant rental contractor adjust volume.
- Repaired main leak on 105.
- Assisted residents on Berkley and Peninsula Point.
- Replaced gate valve on Stewart Street.
- Replaced meter and endpoint on Shepperd.
- Replaced meter on Racetrack.
- Assisted Discount Tire contractor locate meter.
- Repaired irrigation line to flower bed at Welcome Sign.

#### Wastewater

- Completed 4 work orders for sewer taps.
- Removed weeds around lift station #12.
- Replaced batteries in both keypads at WWTP#2.
- Met with Randy Roan to discuss repair options for sewer line on FM1097.

#### Streets/Drainage/ROW

- Completed 2 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 builder signs including 4' x 8' signs on FM1097 and SH 105.
- Replaced culvert on Prairie St.
- Repaired stop sign at the intersection of Town Creek Crossing and Buffalo Springs Dr.

PUBLIC WORKS

FIRST RESPONDER

- Installed 45 on safety end for drainage at 110 Harley.
- Discussed with resident regarding their concern about drainage on Pond Street.
- Cleaned up area following fire hydrant repair on Pond and Caroline.
- Striped sharp curve on Harley.
- Added asphalt to edge of road on Old Plantersville.
- Repaired pothole south of speedhump on Community Center drive south of the park.
- Repaired pothole behind Lincoln Elementary 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 11 work orders for general-City Hall maintenance.
- Treated the Community Center grounds for ants.
- Delivered and disassembled barricades for Sip N Stroll events.
- Delivered, Setup, and removed barricades for Mudbugs Festival.
- Painted bump stops on the north side of the Community Center.
- Replaced public parking sign and signpost at the entrance of the Community Center.
- Removed debris and leaves from gutters at Community Center.
- Replaced rubber strip at transition from carpet to hallway tile in Asst. City Administrator's office.
- Replaced all batteries for irrigation controllers.
- Replaced aerator on sink faucet at City Hall.
- Relocated name plates outside of City Administrator and City Secretary offices.
- Built a three-drawer lateral filing cabinet for City Secretary's office.
- Removed trash from both sides of Lonestar Parkway from 105 to 149.
- Treated the PW office porch to prevent wasps.
- Organized the PW shop sign shelf.
- Watered recently planted plants at Community Center.
- Inspected and registered PW2301.
- Replaced brake pads on PW1801.
- Replaced light connector on PW1502 dump trailer.

### **Parks/Recreation**

- Posted all park reservation notices.
- Completed 25 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 1,183 visitors and provided 81 tours for the month.
- Cut up and remove fallen limbs from Cedar Brake Park and Memory Park.
- Performed spring maintenance on rose bushes at Community Center.
- Picked up and placed table to hold Fernland Park model.
- Repaired Crane Cabin front porch steps and stump on the far-right corner of front porch positioning at Fernland Historical Park.
- Repaired sink in Men's restroom at Homecoming Park.
- Assisted Rotary in re-installed walking library at Memory Park.
- Removed debris following Lake Conroe Rotary Club workday at Memory Park.
- Delivered load of soil to Memory Park.
- Treated for ants at Cedar Brake Park, Fernland Historical Park, Homecoming Park, and City Hall.



## **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.
- Operated Heavy Trash weekend on March 2 & 3.
- Removed Texas flags displayed for the Texas Flag competition.
- Prepared grounds of Community Center for Community Garage Sale including numbered and outlined spaces,
- Reset signpost by rose bushes.
- Treated all facilities for rodents including City Hall, Water Plant 2, Water Plant 3, and Lift Stations.
- Rinsed the AC condenser coils at the Community Center, Fernland Historical Park, Sewer Plant 2, Water Plant 2, and Water Plant 3.
- Met with local Eagle Scout to discuss potential project.
- Preconstruction meeting for Buffalo Springs & SH 105 Traffic Signal.
- Preconstruction meeting for Lift Station No. 10 Force Main Improvements
- Attended quarterly Area PW Director Breakfast.
- Attended On-site Preconstruction Meeting – Lift Station 10 Improvements.
- Participated in preparation for TCEQ Inspection with new operator.

