



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

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## Public Works Department Monthly Report for June 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 18 work orders for activate/deactivate service.
- Completed 11 work orders for endpoint maintenance issues.
- Completed 12 work orders for water leaks.
- Completed 9 work orders for miscellaneous water issues.
- Completed 6 work orders for water taps.
- Adjusted Hills of Town Creek meter box for blowoff access.
- Discussed leaks on the customer's side of the meter with each customer on Lone Star Bend and Eva Street.
- Repaired leaks on McGinnis Lane, Peninsula Point Drive, and Baja St.
- Replaced meter, endpoint, and meter box on Waterstone.
- Replaced two-meter boxes on Peninsula Point Drive.
- Flushed new section of water main on Old Plantersville Road.
- Annual CCR included in June billing.

### Wastewater

- Completed 7 work orders for sewer taps.
- Disposed of dead armadillo at Lift station 10.

### 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.
- Installed culverts on Baja and Clepper.
- Disposed of dead cat found at Clepper @ Prairie and dead armadillo found at FM 149 @ Berkley.
- Following MCESD#2 cleared intersection of fallen tree and removed tree debris at Prairie @ Clepper following MCESD#2 cleared intersection.
- Trimmed low hanging branches throughout town.
- Regrade berm near culvert on Baja.
- Checked storm inlets throughout city following rain.



- Removed debris from ditch on Pond St.
- Added rock to WWTP#1 driveway.
- Removed rock on Clepper.
- Removed refrigerator at Lonestar Bend and Lonestar Parkway.
- Flail mowed trees and bushes in right of way throughout town.
- Filled in pothole in the middle of CB Stewart north of SH 105.
- Filled in potholes at bridge just outside of Waterstone.

### **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.
- Removed file cabinet at City Hall and oiled chairs in conference room.
- Installed dry erase board in City Administrator's office.
- Removed excess chairs at City Hall.
- Moved bookshelf into City Administrator's office.
- Assemble new file cabinets for Deputy City Secretary and HR & AP Specialist
- Retrieved flags from storage to add to Utility Billing's depleted supply for sale.
- Assembled office chair for City Administrator.
- Returned chairs on PD side of City Hall to PW shop.
- Replaced light bulbs on Community Center lights along FM 149.
- Unclogged A/C drain at Community Center.
- Repaired Community Center flag.
- Organized PW Shop.
- Re-graded WWTP#2 drive.
- Reinstalled surveillance camera Wi-Fi extender box and adjusted camera repeater at WWTP#2.
- Removed limbs and foliage from WWTP#2 fence line.
- Installed new hydraulic hoses on flail mower.

### **Parks/Recreation**

- Posted all park reservation notices.
- Completed 36 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 473 visitors and provided 60 tours for the month.
- Finished pressure washing Cedar Brake Park.
- Moved two tri-panel folding screens and one small pine ladies writing desk to Fernland Historical Park's Armold Simonton House.
- Cleaned restroom, swept floors, and removed cobwebs at Fernland Historical Park.
- Moved oriental rug to Fernland Historical Park.
- Assisted Fernland Lead Docent reestablish email, etc. following City Hall's security breach.
- Delivered, emptied, and returned trailer for the Lake Conroe Rotary Club work day at Memory Park.
- Picked up and delivered crushed granite to Memory Park parking lot.

### **General**

- Attended weekly Leadership Team meetings.
- Completed 19 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.



- Setup, attended, and returned equipment to the PW yard for the quarterly Heavy Trash event.
- Participated in the Budget Workshop.
- Participated in Consolidated Communications telephone replacement.
- Attended TWUA Meeting.
- Attended the City of Montgomery & TXDOT HOU Bi-Annual Coordination Meeting.
- Participated in the Kickoff Meeting for Water Plant #4.
- Participated in the MCMUD 215 Redbird Meadows/Briarley Lift Station Start Up Meeting.
- Participated in citywide facility tour with Tom Czulewicz.
- Met with Kevin Smith, Montgomery Lions Club.

