



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for March 2023

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 8 water accounts.
- Completed 13 work orders for endpoint maintenance issues.
- Completed 4 work orders for water leaks.
- Completed 10 work orders for miscellaneous water issues.
- Completed 4 work orders for water taps.
- Assisted homeowners at 389 Berkley Dr, 254 Brocks Lane determine source of leak.
- Assisted homeowners at 246 and 250 Peninsula Point Drive with high water pressure.
- Repaired main water line near 208 N. Waterstone and 20600 Eva.
- Assisted business owner with low water pressure source at 14075 Liberty and 9551 Lone Star Parkway.

Wastewater

- Completed 3 work orders for sewer taps.
- Replaced manhole lid and 24" ring at Pond and FM149 (Liberty).
- Flail mowed area in preparation for barb wire fence at WWTP#1.
- Installed barbed wire fence at WWTP#1.

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.
- Cut up and hauled off dead trees at McCown @ JA Butler.
- Removed large fallen limb at 506 Houston Street.
- Installed thermoplastic stop bar at Pond @ College.
- Pressure washed and painted yellow the median ends including 5' on each side on Emma's Way @ Hwy 105 (Eva Street).
- Repair potholes in intersection of Buffalo Springs @ CB Stewart.



- Installed flagpole holders with flags Downtown.
- Replaced stop sign pole at McGinnis & MLK.
- Replaced Buffalo Crossing street sign to Buffalo Springs at Eva.
- Removed and replaced rip rap at MLK.

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 8 work orders for general-City Hall maintenance.
- Completed rodent control prevention at all facilities.
- Rinsed the coils on all AC condensers at Community Center, Fernland Park, WWTP#2, WP#2, and WP#3.
- Repaired City Hall Conference Room can light.
- Replaced tire on Bobcat Trailer.
- Removed lights, toolboxes, decals, and equipment from PW-1301 (trade in vehicle).
- Repaired brush hog (PW9901).
- Replaced serpentine and AC belts on PW-1501.
- Caulked around urinal in Men's restroom at City Hall.
- Replaced lightbulbs in the courtroom.
- Repaired faucet in front ladies' restroom at City Hall.
- Replaced motion switch in Women's restroom.
- Replaced lightbulbs in men's and women's restrooms.
- Reset toilet at 213 Prairie.
- Turned on all irrigation systems.
- Replaced batteries in both keypads at WWTP#2.
- Met with Adjuster for 213 Prairie water damage repairs.

Parks/Recreation

- Posted all park reservation notices.
- Completed 38 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 981 visitors and provided 63 tours for the month.
- Removed Flags for Flag Day.
- Hung and removed banners for Tree Giveaway.
- Replaced batteries on irrigation controllers.
- Replaced track lighting bulbs at Fernland Park.
- Replaced Kiddie cushion at Homecoming Park playgrounds.
- Replaced landscape lights at Fernland Park.
- Treated all Fernland structures for wasps.
- Adjusted drinking fountain at Cedar Brake Park.
- Delivered 15 yards of topsoil to Memory Park for Lake Conroe Rotary Club.
- Repaired asphalt pathway including ruts at Memory Park.
- Created additional drainage at Memory Park.



- Delivered trailer to Memory Park for Lake Conroe Rotary Club.
- Repaired light post at Cedar Brake Park.
- Removed cat and kittens from Fernland Park's Jardine Cabin and handed them over to Animal Shelter Volunteers of Texas for foster home placement.
- Installed new flow sensor to irrigation system at Memory Park.
- Treated for ants at Cedar Brake Park and Fernland Park.
- Replace bulb on light pole at Fernland Park.
- Pressure washed light poles as paint preparation at Cedar Brake Park. Replaced landscape lights at Fernland Park.
- Repaired ruts in grass at Homecoming Park.
- Spread additional rock at WWTP#2.
- Installed solar panel for diesel storage tank.
- Repaired wiring on light post at Cedar Brake Park.
- Completed first 2 Day Spring Camp recreational program at the Community Center.

General

- Attended Leadership Team meeting.
- 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.
- Lowered and raised flags to half-staff to honor shooting victims.
- Half Public Works staff have taken the TML Driver Safety Class and the other half have it scheduled.
- Heavy Trash Weekend at Clepper property.
- Public Works staff attended CPR/AED training at MCFD.
- Participated in 1 year inspection for Town Creek Crossing.
- Attended Wayfinding Stockholder Meeting.
- Participated in the JustFOIA training.
- Attended RoadBotics road assessment meeting.

