



101 OLD PLANTERSVILLE ROAD, MONTGOMERY, TEXAS 77316

Telephone: (936) 597-6434

Public Works Department

Monthly Report for April 2026

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 6 work orders for endpoint maintenance issues.
- Completed 11 work orders for water leaks.
- Completed 15 work orders for miscellaneous water issues.
- Completed 9 work orders for water taps.
- Secure fence slat and confirmed no loose slats surrounding Water Plant #3.
- Performed occupancy check on home on MLK.

Wastewater

- Completed 4 work orders for sewer taps.
- Installed crushed rock at Lift station #16.
- Replaced air hose on reel at WWTP#2.
- Prepared, extended, added, spread, and leveled base to the PW yard parking.
- Removed all plants touching the fenceline surrounding WWTP#2.

Streets/Drainage/ROW

- Completed 9 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.
- Discussed tree removal with resident on Simonton.
- Delivered 35 cones to City Hall for the police department.
- Watered installed sod on Anna Springs.

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.

PUBLIC WORKS

FIRST RESPONDER

- Completed 19 work orders for general-City Hall maintenance.
- Prepared broken tiles at the Community Center for repairs.
- Replaced a/c filters at Community Center, Fernland Historical Park, City Hall and PW office.
- Cleaned all a/c coils at all facilities.
- Relocated delivered boxes of temporary wall to Annex and assembled and installed where requested.
- Replaced back door handle and lock on the Annex. Fixed back door strike plate. Replaced & rekeyed front door deadbolt and adjusted door.
- Relocated unassembled shelving in the records room.
- Rearranged desk and bookshelf in HR & AP Specialist office. Removed dry erase board.
- Pulled additional USA flags from City Hall attic.
- Recoded HR & AP Specialist office door.
- Replaced the records room door batteries.
- Swapped furniture and offices for Development Services Administrator and Deputy City Secretary.
- Relocated furniture and white board for Program Coordinator & Event Organizer's office at Annex.
- Cleaned 14460 Liberty including restrooms, kitchen, and floors for Employee Event.
- Replaced front trim at 213 Prairie.
- Organized irrigation parts and tools at PW shop.
- Replaced hose clamp on ice maker at PW shop.
- Secured keypad used to exit WWTP#2.
- Replaced keypad for front door of old PW office.
- Added new mulch to rose beds at stage and mulch and flowers at Welcome sign.
- Oil and filter change for PW2001.
- Had events vehicle PW1510 inspected and renewed registration.
- Replaced windshield wipers on events vehicle PW1510.

Parks/Recreation

- Posted all park reservation notices.
- Completed 49 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 593 visitors and provided 65 tours for the month.
- Removed dead opossum from Cedar Brake Park.
- Planted flowers. added fresh mulch, replaced landscaping timber of flower beds near statue of Cedar Brake Park.
- Planted flowers at welcome sign, and Homecoming Park.
- Secured access plates on light poles throughout Cedar Brake Park.
- Pressure washed sidewalks, restrooms, under pavilion, playground equipment, and benches at Cedar Brake Park.
- Replaced parts of faucet in restroom at Cedar Brake Park.
- Replaced and sanded handrails on wooden bridge at Cedar Brake Park.
- Added soil to meter box covering electricity for fountain at Cedar Brake Park.
- Treat Fernland Historical Park for wasps.
- Repaired broken spotlight at Fernland Historical Park.
- Removed feathers in front of the wagon at Fernland Historical Park.
- Replaced broken photocell for flags spotlight at Homecoming Park.
- Added sprinkler head in Kerr Garden. greased zerks and repaired waterfall pump at Memory Park.
- Sprayed brick path areas with weed killer at Memory Park.
- Offloaded 2 pallets of pavers in lower parking lot of Memory Park for Lake Conroe Rotary Club.
- Pressure washed bricks around water fountain at the front of the park, walkway, pergola, and pavilion at Memory Park.

PUBLIC WORKS

FIRST RESPONDER

- Delivered, unloaded, and returned dump trailer to Memory Park for Lake Conroe Rotary Club.
- Repositioned sign creating glare in resident's home next to Memory Park.

General

- Attended weekly Leadership Team meetings.
- Completed 30 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.
- Delivered 16 garbage and 17 recycle cans this month for Waste Management.

