



DEVELOPMENT AND COMMUNITY SERVICES

To: Mayor and Town Council

**From: Hulon T. Webb, Jr., P.E., Executive Director of Development and
Community Services**

CC: Harlan Jefferson, Town Manager

Re: March 2016 Activity Report

PUBLIC WORKS: Frank Jaromin

Water/Administration

- Public Works Department pumped 77.791 million gallons (MG) of surface water in March. In February the Town pumped 69.873 million gallons (MG) of water. Public Works completed 389 work orders for March. Work orders are possible repairs on the equipment that have been initiated by customers or staff.
- Staff continues to conduct the monthly flushing program which is required by Texas Commission on Environmental Quality (TCEQ). The program requires staff to flush each dead end line once a month to ensure the quality of the drinking water and maintain the free chlorine residual in the water. In March, staff flushed 14,615,795 of water.
- Staff approved 83 Right-of-Way Permits for the month of March.

Wastewater

- Public Works completed 100 inspections this month. Prior to Development Services issuing a Certificate of Occupancy, Public Works cameras the sewer service, inspects the right-of-way, the sidewalk, and Town maintained improvements.
- Staff has developed a Fats, Oils, and Grease (FOG) Outreach Plan to comply with the Administrative Order placed by the Environmental Protection Agency. The FOG Outreach Plan and Ordinance was approved by council this month.

Streets

- The Street Department continues to install high performance asphalt patching throughout the Town in March 2016.
- The Street Department continues to replace street signs which are required to be Hi-Intensity to meet the new Federal requirements for letter size and letter configuration.
- The Adopt-A-Street Program has a total of 21 streets that are required to have quarterly clean-ups on twenty miles of roadway. All streets have been adopted and the new Adopt-A-Street signs were installed this month.

Water Conservation

- The Town is 10.4% above the year-to-date usage compared to the adjusted for growth usage for the year, as of February 2016. Usage is down from 3.2% above the adjusted for growth usage in January 2016. Staff is waiting on NTMWD to update their records for March.
- **Water Conservation Programs:**
 - **Block Leader program** – There are several volunteers in the group. Staff will continue to promote the program in order to gain more support.
 - On April 2, 2016, H2O Landscape Saturday Workshop titled How 2 Organize your Landscape at the Craig Street Water Tower Earth-Kind Gardens to tour the Research Garden. Residents were encouraged to bring layouts of their personal flower beds and landscape beds for advice and education. Thirty-five (35) attended.
 - Staff has developed an Irrigation Evaluation Program to have residents' irrigation systems evaluated beginning on March 1, 2016, and ending on April 30, 2016. This program includes a licensed irrigator who will walk the resident through their entire irrigation cycle and determine inefficiencies in the system such as: leaks, pressure issues, diverted spray patterns, broken nozzles, etc. The licensed irrigator will also teach the residents how to operate, set, and control the irrigation controllers and offer advice to make their irrigation systems more efficient. He will also provide information on the seasonal adjustments and a website that includes license irrigators who can make the repairs he suggested. This is provided for free for the first 100 residents who sign up. As of Thursday, March 3, 2016, all 100 appointments had been filled.
 - Staff is scheduling with PISD to present Water Conservation and Water Distribution to Elementary and Middle Schools in April.