



# MEMO

To: Mayor and City Council Members  
From: Mike Tuley, Director of Public Works  
Date: January 20, 2021  
**RE: December Monthly Report**

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## **Public Works Department**

### **Street and Public, Parks, and Maintenance Department**

In the month of December, the Public Parks and Maintenance Department mowed all city facilities, alleys, and right of ways. They cleaned and maintained all city's facilities and parks. They performed all maintenance on city vehicles and heavy equipment. In December, the Street Department repaired streets, curbs and signs.

### **Water and Wastewater Department**

In December, the Water Department performed daily maintenance on the water system, repaired water mains, set water meters and tested the water daily. In December, the Wastewater Department performed daily maintenance on the wastewater plant. They cleaned and unstopped wastewater mains.

### **Water Production & Purchase**

In the month of December 9% of the water we supplied to our residents was from our wells, and we purchased 91% from EPCOR and Manville WSC.

### **Subdivision Inspections**

- Street Inspections- 15
- Water Inspections- 5
- Wastewater Inspections- 6

PUBLIC WORKS DEPARTMENT  
DECEMBER 2020

PROJECT NAME	PROJECT DESCRIPTION	MONTHLY ACTIVITY	PERCENT CONSTRUCTION COMPLETE/PHASE
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 1	Wilbarger WWTP, Onsite LS, Public Works Bldg.	sludge processing/ancillary equipment and building finish out ongoing	95%
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2	Creekside Lift Station improvements, Carrie Manor Lift Station	Creekside lift station underground piping, drive and fencing complete; Carrie Manor lift station license agreement under review	20%
2017 Water Distribution System Improvements	12" water transmission main along Gregg Lane, FM973 and Tower Road	Line installed and functioning, SCADA improvements being finalized.	95%
2020 Cap Metro Paving Improvements	Paving improvements on Burnet, Rector and Townes Streets	Revised scope completed, plans complete, contract documents complete, project to be bid in 2021	Design/Bidding Phase
Park Bathroom	Public restroom for Timmerman Park	Project to be rebid in January of 2021 to elicit more bids	Bidding Phase
Cottonwood Creek Wastewater Treatment Plant	200,000 GPD wastewater treatment plant and lift station	Contract documents issued, pre-construction meeting scheduled for this week	Construction Phase
Cottonwood Creek Wastewater Improvements Project	Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin	Easement acquisition ongoing, plans 95%	Design Phase
US 290 Water Line	12" water line extension from Presidential Glen along US 290 to past Kimbro Road	Easement acquisition ongoing, plans 95%	Design Phase
FM 973 Water and Wastewater Lines	12" water line and 12"/15" gravity wastewater line in FM 973	Project on hold per developer	Design Phase
Burnet/Parsons Gravity Main	12" gravity wastewater main	Project to be rebid January 27 <sup>th</sup>	Bidding Phase
CIP W-15 FM973 WL	12" Water Line from downtown to Manor Commons area	Project under preliminary design	Design

## **Streets and Parks Monthly Report December 2020**

### **Daily Duties and Projects 12-1-2020 / 12-31-2020**

- Placed Rye Grass seed at Hamilton Point Park.
- Continued trimming trees in Bell Farms drainage easement.
- Drainage work repaired near Ring Dr retention pond.
- Repaired potholes at S. San Marcos, S. Bastrop St. E. Parsons, Bois-D-Arc
- Repaired and replaced brackets for Woman's restroom at Jennie Lane Park
- Replaced and planted flowers at City Hall, Timberman Park, PD
- Installed stop sign at Andrew Jackson & Hubert Humphrey
- Repaired Dead End triangles at Carillon Way.
- Trimmed trees in alleys between Lockhart St. & Lampasas St.
- Trimmed trees in alleys between E. Boyce & Eggleston St.
- Installed Irrigation for Arbor Day trees at Timberman Park.
- Trimmed trees at Jennie Lane Park.
- Irrigation repairs @ Jennie Lane Park.
- Weekly irrigation checks.
- Play ground and play scape monthly safety checks.
- Scheduled weekly Park mowing maintenance completed.
- Friday Afternoons Bulk Drop Off for city residence.
- Scheduled weekly Park rounds @ park facilities completed.
- Scheduled weekly (ROW) Right of Way mowing completed.
- Weekly vehicle & equipment checks and maintenance.

**Inspections/Warranties/New subdivision Walkthroughs and Pre-Construction meetings.**

Presidential Heights Phase 3 – homes are still being built.

Presidential Heights Phase 3- 2-year walkthrough has been done, contractor in process of repairs.

Presidential Heights Phase 5 – Homes are being built.

Stonewater North Phase 2- Homes are being built.

Stonewater North Phase 3-1-year Walkthrough has been done, contractor in process of repairs.

Lagos Phase 2- Contractor in development process.

Manor Commons- phase 1- 1year walkthrough has been done, contractor in process of repairs.

Manor Commons – phase 1- homes are still being built.

Manor Commons Apartments – still in building process.

Ring Drive – 1year walkthrough has been done, contractor in process of repairs.

Manor Heights – Phase I Sec. 1&2 Contractor in development process.

Manor Heights – Phase II Sec. 1 Contractor in development process and building process.

Grass Dale Manor Apartment - is in development process and building process.

Manor Grand Apartments - is in development process.

Prose Manor Commons Apartments – is in development process.

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## **Water Monthly Report December 2020**

For the month of December, the Water Department had 29 service calls, 7 repair jobs, and 5 maintenance jobs, and 5 Inspections.

**Service calls include:** Low water pressure calls, meter leaks, line locates, brown water calls, disconnect water services, and connected water services.

### **Repairs**

San Marcos St. and Burton St. NW corner - repaired 6" main break FZ,CD,AM,AB 12-2-20.  
3030 East Burton St. - check for leak - repaired a 3/4 water service leak by FZ,CD,JB 12-3-20.  
16704 Trevin Cove - replaced a leaking/broken angle stop by CD,JB 12-4-20.  
Eggleston St. and Parsons St. - repaired a 6" main break by FZ,CD,AM 12-11-20.  
612 John Nagle St. - repaired a 1" service line break by CD,JB,AM 12-15-20.  
306 East Wheeler St. - repaired a 3/4 service line break by CD,JB,AB 12-22-20.  
103 West Brenham St. - replaced broken meter lid and box by JB,AB 12-23-20.

### **Maintenance**

308 East Browning St. - called locates so we can install a flush point on dead end main when locates have been marked by JT,JB 11-2-20.  
Aqua Tech Lab - took 5 first set of 5 Bac T samples dropped off at Aqua Tech lab by DD,12-1-20.  
Aqua Tech Lab - took 5 second set of 5 Bac T samples dropped off at Aqua Tech lab by DD, 12-9-20.  
Flush dead-end mains 12-10-20 by JB, 12-17-20 by JB, and 12-17-20 by JB.

### **Inspections**

Shadowglen section 28 - water being laid by JL Gray construction by DD 12-1-20 to 12-4-20.

Genome St. - flow test for Manor Grand Apts. by Manor Fire dept. inspector Bill Carlson, JT 12-2-20.

Presidential Heights Phase 4 2-year warranty inspection by JT,DD 12-3-20.  
JT 12-4-20

Shadowglen Phase 26,26 and 27 – preconstruction meeting by JT 12-4-20.

Manor Heights phase 1 section 1 by JB,AM 12-8-20

## **December 2020 Wastewater Log**

For the month of December, the Wastewater Department had 6 service calls, 5 repair jobs, 6 maintenance jobs and 5 inspection.

### **Service Calls**

13221 Marie Ln. -sewer clog - jetted city side service and cleared notified customer also called locates to repair where city side meets customer side by FZ,CD,JB 12-3-20.  
410 North Burnet - sewer clog - clog was on customer side notified customer by AM,JB 12-7-20.  
12812 Wedding Dr. - sewer clog - jetted city side and cleared notified customer also called locates to repair where city side meets customer side by CD,DD 12-11-20.  
11406 Liberty - sewer clog - jetted city side and cleared by JB,CD 12-12-20.  
104 South Bastrop - sewer clog - jetted city side and cleared by FZ,AB 12-14-20.  
303 South Lexington - sewer clog - jetted city side and cleared by FZ,AB 12-14-20.

### **Repairs**

Presidential Glen Lift Station - repaired leak and replaced transfer hose by CD,JB 12-3-20.  
13500 Artur Vandenburg - - made repairs where city side meets customer side and installed new cleanout cap and lid by DD,CD 12-4-20  
13221 Marie Ln - made repairs where city side meets customer side and installed new cleanout cap and lid by CD,AM,JB 12-8-20.  
12115 Greywacke - made repairs where city side meets customer side and installed new cleanout cap and lid by CD,DD 12-18-20.  
Las Entradas Lift station - replaced the high-level alarm float by CD,JB 12-29-20.

### **Maintenance**

Wilbarger Plant - repaired transfer pump on Bulk alum tank back in service by JR,GS 12-4-20.  
Presidential Glen Lift station - replaced dead generator battery by JT,AB 12-7-20.  
Presidential Glen Lift station-Generator was not coming on had to replace # 10 wire from Automatic transfer switch by AB 12-15-20.  
Stonewater Lift station generator - filled coolant level in radiator by FZ,JB 12-18-20.  
Presidential Glen on Woodrow Wilson st - filled coolant level in radiator by FZ,JB 12-18-20.

## **Inspections**

Shadowglen section 25,26, and 27 –

Preconstruction meeting with JL Gray construction ,PG,BC,LZ,JT 12-4-20.

Inspected wastewater main by JL Gray Construction by JT,DD 12-17-20.

Inspected wastewater main and service lines by JL Gray Construction 12-21-20 to 12-23-20 by JT,DD.

12601 US HWY 290 E Grass Dale Apts.- pressure test main and vacuum test manholes by CD,DD 12-7-20.

Manor Heights Phase 2 section 1 - pulled mandrels with JL gray construction by DD 12-10-20.