



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** December 21, 2022  
**PREPARED BY:** Frank T. Phelan, P.E.  
**DEPARTMENT:** City Engineer

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Statement of Work No. 24 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the preparation and submittal of an amendment to the current minor discharge permit for the Cottonwood Creek Wastewater Treatment Plant (WWTP).

### BACKGROUND/SUMMARY:

The City of Manor presently has a discharge permit for the Cottonwood Creek Wastewater Treatment Plant that provides for three plant phases that total 0.5 MGD in permitted discharge capacity. Due to high growth potential within the Cottonwood basin within the next few years, the City desires to expand the plant's permitted capacity from 0.5 MGD to 0.8 MGD, with the expansion of a third plant phase from 0.5 to 0.6 MGD and the addition of a fourth and final phase plant phase of 0.2 MGD. The expansion will provide the necessary capacity to serve identified growth within the Cottonwood Creek basin for the next few years until the East Travis Regional wastewater treatment facility is constructed on the City's 100-acre property.

The scope of work for this project is the assembly and submission of a major permit amendment application to the TCEQ to provide for the additional third and fourth phase plant capacities to increase the total authorized permitted capacity to 0.8 MGD. The scope includes attendance at pre-submittal and progress meetings, preparation of all required forms, maps, calculations and supporting documentation, including coordination of all notifications and NORI documentation through the review and approval processes to the earlier of either permit approval or a first hearing.

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** Yes  
**PRESENTATION:** Yes  
**ATTACHMENTS:** Yes

- Statement of Work

### STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve the Statement of Work #24 to the existing Master Services Agreement with George Butler Associates, Inc. for the preparation and submittal of an amendment to the current minor discharge permit for the Cottonwood Creek WWTP.

**PLANNING & ZONING COMMISSION:**      **Recommend Approval**      **Disapproval**      **None**