



MEMO

To: Mayor and City Council Members
From: Matt Woodard, Director of Public Works
Date: March 11, 2026
RE: February Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

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

Water and Wastewater Department

In February, the Water Department performed daily maintenance on the water system, repaired water mains, set water meters, and tested the water daily. The Wastewater Department performed daily maintenance on the wastewater plant. James Lancaster obtained his Water Operator D License. The crew completed removal of all unwanted metal pipes and awnings at Old Manor Excel campus and had the two old buildings demolished that were located at the southwest section of the campus. The crew replaced an approximate 170 ft stretch of wastewater main along Smith Ln. We also created a City of Manor Sewer Policy to assist city residents with their wastewater lines.

Population

City of Manor- 22,934
Shadowglen- 6,359

Water Usage

Manor Ground Water- 15.307 in Thousands
Manville- 9.704 in Thousands
EPCOR- 37.706 in Thousands

Total: 62.717 in Thousands

CITY OF MANOR
 CAPITAL PROJECT STATUS REPORT
 PUBLIC WORKS DEPARTMENT
 February 25th, 2026

PROJECT NAME	PROJECT DESCRIPTION	MONTHLY ACTIVITY	PERCENT CONSTRUCTION COMPLETE/PHASE
Manor Commercial Park WW Collection System 15072 – SOW No. 7 Tyler Shows	Phased wastewater collection system improvements for the Beltex area	Phase 1: Once the silt fence is removed, retainage will be released, and the project will be closed out. Phase 2: Working on design and permits for phase 2.	Phase 1 Construction Phase Phase 2 Construction Documents
Gregg Manor Road GST and Pressurization Facilities 15110 - SOW No. 10 Pauline Gray	Ground storage tank and water pressurization facilities for the EPCOR water delivery point The contractor is CC Carlton.	Contractor working on punch list. Still working on SCADA issues.	Construction Phase
FY2022 Tax Note-Funded 973 North Water 15416 - SOW No. 23 Pauline Gray	Contract approved at the September 7 Council Meeting.	Construction: Line is installed. Commencing pressure, bac t, and density testing. The remaining work is permanent street repair. GBA provided the encroachment exhibit to Manville.	Under construction.
US 290 Water Line, CIP W-16 15110.01 - SOW No. 10 Pauline Gray	Water line extensions along FM973 and US 290	Precon with Manville held 12/18. Work will start after the completion of the 973 N waterline.	About to start construction.

<p>Cottonwood Creek WWTP Phase II Expansion 15283 - SOW No. 9</p> <p>Frank Phelan</p>	<p>Developer-funded expansion of the plant</p>	<p>Continue to monitor plant flows. Averages and % of Capacity: April 2025: 87,000 gpd or 44% May 2025: 97,000 gpd or 49% June 2025: 103,000 gpd or 52% July 2025: 114,080 gpd or 57% August 2025: 106,782 or 53% (inc. 2 calibrations) September 2025: 89,900 or 45% October 2025: 91,300 46% November 2025: 94,700 47% December 2025: 96,652 48% January 2026: 102,33 51% February 2026: 106,736 53% (partial)</p>	<p>Bid Documents 100%, Waiting for funding</p>
<p>Cottonwood Creek WWTP Phase III Grant Project 15130 - SOW No. 9A</p> <p>Frank Phelan</p>	<p>Tax Note: expansion of the Cottonwood Wastewater Treatment Plant</p>	<p>QA/QC being completed.</p>	<p>Design Phase Engineering</p>
<p>Gregg Lane Ground Storage Tank and Pressurization Facility 15318 - SOW No. 20</p> <p>Pauline Gray</p>	<p>Contract approved at the September 7 Council Meeting.</p>	<p>Bid opening extended to 3/3/2026.</p>	<p>Construction documents at 100%</p>
<p>Wilbarger Creek WWTP Expansion</p> <p>Frank Phelan</p>	<p>Expansion of the existing Wilbarger WWTP from 1.33 to 2.0 MGD, sludge digestion, thickening, and dewatering.</p>	<p>100% Plans reviewed with City. Specifications and front end documents to be completed this week.</p>	<p>100% Design Level</p>
<p>East Travis Regional WWTP Permit – SOW No. 31</p> <p>Jose Castillo</p>	<p>TCEQ Permit application for Manor’s 98-acre site for East Travis Regional WWTP</p>	<p>Submitted to TCEQ on 01/2025. Waiting for comments from TCEQ. GBA is working to submit an additional SOW related to Modeling Support. 02/24</p>	<p>Permit application</p>
<p>Wilbarger Creek WWTP Permit Renewal – SOW No. 32</p> <p>Pauline Gray</p>	<p>TCEQ Permit renewal application for Wilbarger Creek WWTP</p>	<p>Permit is under technical review.</p>	<p>Permit application</p>

Emergency Generators – SOW No. 34 Frank Phelan	Emergency Generators for City Hall and Police Department	Waiting on grant approval of documents to bid.	80%
Llano St. & Lampasas St. Interceptors – CP-WW-0003 16692 – SOW No. 40 Frank Phelan	Upgrade/upsized of existing sanitary sewer relief pipes, 18” to 36”	90% Plans submitted. Page turn scheduled for next week.	Design Phase
Manor – Waterline Upsizing Project – CP-WW-0002 16689 – SOW No. 38 Jose Castillo	Upgrade/upsized of the replacement of the existing 12” waterline with a 16” waterline between the intermediate tank to downtown.	GBA reviewed recorded easement docs for a water line (transmission lines) owned by Metro H2O. This info was found by reviewing Title Search Documents, but not marked on the field by them. This line runs parallel with the existing 12-inch COM line and appears to overlap for a long portion for the proposed alignment for the proposed 16-inch line. GBA is currently trying to find out all the facts about this line (such as on service, construction plans, etc.) 02/24/2026	Design Phase
Manor – US Hwy 290 Waterline Crossing – 16690 - SOW No. 37 Pauline Gray	This new waterline tie-in will provide conveyance across US 290 from the north side to the south side. This will provide system resiliency.	90% Design. Discuss possible funding for this project. Finalize to submit for the TxDOT bore permit.	90% plans
Manor – 16" Bois d’Arc waterline project – 16691 - SOW No. 38 Pauline Gray	This project will create a waterline loop along Bois d’Arc Lane that will provide improved water quality, system reliability, and enhanced distribution system capacity.	60% Design. Waiting for revised field notes.	60% plans

<p>14667.04 - FY2025 Paving project</p> <p>Pauline Gray</p>	<p>This project is for the proposed paving improvements in Stonewater, Greenbury, and the Bois d'Arc reconstruction.</p>	<p>Precon held Feb. 19th.</p> <p>Contractor is Packsaddle Management.</p>	<p>Construction</p>
<p>14667.15 - MS4</p> <p>Pauline Gray</p>	<p>MS4 misc. Work and permit renewal</p>	<p>Working on this year's goals with City. Working on contractor erosion control manual.</p>	<p>Annual report.</p>

Streets and Parks Monthly Report February 2026

Daily Duties and Projects

Streets Maintenance

Pothole repairs on Brenham St,

Leveled up uneven cracks on Blake Manor Rd.

Installed stop signs at New Medical Tower Rd.

Re-painted fire lane at Medical Tower parking lot.

Crack seal maintenance at 600 E Parsons St.

Dugged out and form, for sidewalk located at 600 E Parsons St.

Crack sealed on Blake Manor Rd, Greenbury Dr, Maxa Dr, Canopy Ln, and Constellation Dr.

Streets patch jobs at Constellation and Burnet St.

Repaired a stop sign at Jordyn Sterling St.

Repaired a stop sign at Sparks Rd.

Parks/ROW Maintenance

Removed dead trees at Art Park.

Power-washed City Hall twice on the south and east side of the building.

Added black mulch to City Hall.

Trimmed trees at Woodlands Nature Trail.

Replaced workout equipment with new equipment at Jennie Lane Park.

Installed two Cornhole bag toss games at Timmerman Park.

Daily restroom checks at parks

Weekly irrigation checks.

Playground and playscape monthly safety checks.

Friday Afternoons Bulk Drop Off for city residents.

Scheduled weekly Park rounds at park facilities.

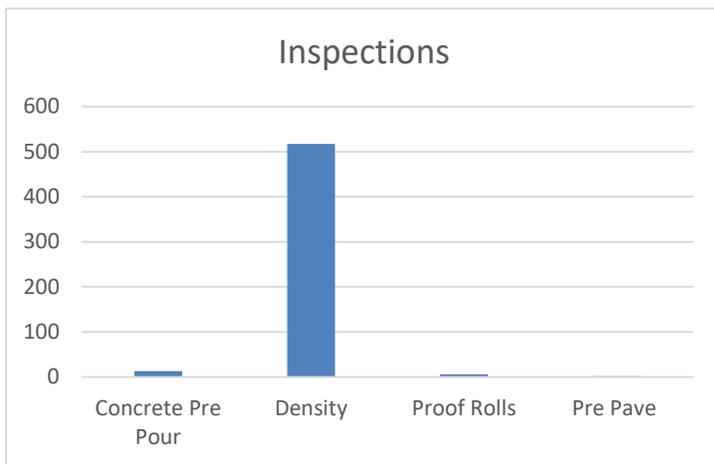
Scheduled weekly (ROW) Right of Way mowing.

Weekly vehicle & equipment checks and maintenance.

MS4 Storm drain inspections monitored New/Construction under warranty

703 - Inspections done this month.

2- MS4 reports submitted this month as required by TCEQ.



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

Lagos Phase 3 – building

Las Entradas Section 4 – waiting to build

Manor Heights Phase 4 – building

Holley Smith Phase 1A – building

Manor Heights Phase 5 – development process

Holley Smith Phase 1B – building

Logos Phase 3

Village at Manor Commons Phases 3 & 4 building

Manor Heights Phase 3 Section 2

Palomino Subdivision – building

The View at Manor – building

Manor Heights 4A and 4B

Manor Heights Phase 4

Manor Heights Phase 5

Palomino

Monarch Ranch Subdivision Improvements – building

Monarch Ranch Amenity Center – building

HTeaO – building

Manor Mini storage – waiting to build

The Lex – building

Presidential Storage – building

Tesla Charging Stations – waiting

Boyce Street mixed-use apartments-building.

Amavi Manor – waiting to build

Al Noor Muslim Center – waiting to build

MiniMax – building

New Haven, Mass, Grading – waiting

Abbott's Frozen Custard – waiting

Landmark - building

Las Entradas Phase 4

Platinum 973 Business Center – building

Okra Phase 1 – south of Monarch Ranch – Waiting

Tower Road Apartments – off Tower Road – building

Manor Heights Ph 6 – site disturbance plans – waiting

Popeyes – waiting

Duque Estates – building

Brakes Plus – Las Entradas North – Building

RBFCU

Walmart EV Charging station- waiting

Kiddie Academy

Holley Smith Phase 2

Manor Heights Phase 8

Manor Commons NE Phase 1&2

Hiland Dairy

Cemetery Report

February 2, 2026 – Monitored the cemetery.

February 5, 2026 – The Perkins family rescheduled the burial of Cam'ron Perkins. New burial date is February 17, 2026. Daniel Knippa Services has dug the hole.

February 11, 2026 - Met with James Herrera for placement of his dad's ashes, Zaragosa Herrera. The headstone will be ready in 90 days.

February 19, 2026 – Marked the cemetery sites for the burial of Ann Guajardo. Burial Scheduled for February 27, 2026.

February 23, 2026 – Marked the cemetery site for burial of Romana Reyes. Burial Scheduled for February 28, 2026.

February 25, 2026 – Met with Daniel Knippa Services to dig the graves for the Guajardo and Reyes sites.

February 25, 2026 – Assisted the Upshaw, Richards and Phillips Funeral Home with a client that was not allowed to be buried at the cemetery.

February 26, 2026 – Requested that a caliche dirt ramp be installed at the entrance driveway into the cemetery for the upcoming funerals that would mostly host elderly citizens. Mr. Lackland and his crew graciously installed a work of art to assist the funeral home with unloading the caskets and elderly into the cemetery. We are thoroughly grateful for this leadership and his crew.

February 26, 2026 – Assisting the Sandoval family with the upcoming burial of their mother. Waiting for further communication with the family.

February 2, 13, 15-16, 21, 28 2026 – Monitored the cemetery.

Community Development February Report

FEBRUARY GRAND OPENING EVENTS

Dental Care of North Manor

Date: Tuesday, February 17, 2026

Nothing Bundt Cakes

Date: Wednesday, February 18, 2026

MIDAS

Date: Thursday, February 19, 2026

Manor Modern Dentistry

Date: Tuesday, February 24, 2026

FEBRUARY EVENT MEETINGS

Date: Thursday, February 12, 2026

Description: Manor Chamber of Commerce Luncheon had Deputy Executive Director, Terry Zrubek of the Texas Economic Development and Tourism Office.

Date: Friday, February 13, 2026

Description: This meeting was to go over all the details at Avelyn Manor for Manor Mondays before the film day.

Date: Tuesday, February 24, 2026

Description: This meeting was for the Mayor's Community Collaborative. It was the first of the year and we discussed the State of the City address, City updates, City events, and City programs.

Date: Wednesday, February 25, 2026

Description: This meeting was an all-day film session at Avelyn Manor for all of March Manor Mondays.

Date: Thursday, February 26, 2026

Description: This meeting was for Major League Eating to go over details for Manor Palooza and the next steps to confirm all event details before the deadline.

WATER/WASTEWATER FEBRUARY MONTHLY REPORT

WASTEWATER	TASK COMPLETED
LIF STATION CALLS	8
SEWER BACKUPS	7
MANHOLES REPAIRED	
CAMERA LINES	
SEWER SMELL	1
CLEANOUT REPAIRS	
JOBSITE CLEANUP AND RESTORATION	4
PUMP AND MOTOR REPAIR	2
JOB CLEANUP AND RESTORATION	4
WATER	TASK COMPLETED
SERVICE CALLS	108
SERVICE LEAKS	6
MAIN LEAK	3
WATER LEAKS	24
WATER LINE REPLACEMENT	
HYDRANT MAINTENANCE	
HYDRANT FLUSHED	
HYDRANT REPAIR/REPLACED	5
ISOLATION VALVE MAINTENANCE	
ANGLE STOPS REPLACED	
LINES LOCATED	5
SERVICE DISCONNECT/RECONNECT	13
LOW PRESSURE	3
JOBSITE CLEANUP AND RESTORATION	4
INSPECTIONS	
SITES INSPECTED	702
PRE CONS	2
FLOW TEST	1
TAPS	
MANDREL TESTED	
DENSITIES	386
WATER LINES INSTALLED	2,941 FT
WATER VALVE INSTALLED	28
MANHOLES TESTED	3