



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: February 23, 2022
RE: January Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In January, 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 and the Street Department repaired streets, curbs, and signs.

Water and Wastewater Department

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

Water Production & Purchase

In January, 54 % of the water we supplied to our residents was from our wells, and we purchased 46% from EPCOR and Manville WSC.

Population

City of Manor- 17,228
Shadowglen- 5,990

Subdivision Inspections

- Street Inspections- 32
- MS4 – 3 Inspections per working day.
- Water Inspections- 10
- Wastewater Inspections- 9

CITY OF MANOR
CAPITAL PROJECT STATUS REPORT
PUBLIC WORKS DEPARTMENT
February 2022

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.	Project closeout	100%
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2	Creekside Lift Station improvements, Carrie Manor Lift Station	Carrie Manor Lift Station electrical connected in January. lift startup to begin this month	99%
2017 Water Distribution System Improvements	12" water transmission main along Gregg Lane, FM973 and Tower Road	Project closeout	100%
2020 Cap Metro Paving Improvements	Paving improvements on Burnet, Rector and Townes Streets	Project closeout	100%
Cottonwood Creek Wastewater Treatment Plant	200,000 GPD wastewater treatment plant and lift station	Equipment installation ongoing	95%
Cottonwood Creek Wastewater Improvements Project	Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin	Construction is at approximately 90%. Contractor has been delayed by shortages of lift station equipment. The contract completion date of January 8 is expected to be extended into February.	90%
US 290 Water Line	12" water line extension from Presidential Glen along US 290 to past Kimbro Road	Project Complete.	Project complete and retainage released 1/14/22
FM973 Water & WW Lines	12" water line and 12"/15" gravity wastewater line in FM 973	Water installation has been completed; working on testing the lines; to begin wastewater week of February 7 th .	Construction Phase – Construction approx. 50% complete. Construction paused while waiting for easement.

Bastrop/Parsons Gravity Main	12" gravity wastewater main	Wastewater improvements have been installed and are in service. Contractor is completing clean-up and pavement repairs	90%
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CIP W-15 FM973 WL	12" Water Line from downtown to Manor Commons area	Construction contract was approved for award at 10/20/21 Council meeting	Easements are close to being finalized. Expected notice to proceed on 2/28/22 with completion 5/29/22
Pavement Management Program	Pavement Assessment and Management Program	Began working on Phase 2.	Phase 2 – 10% complete
I&I Program	Phase 1 and Phase 2 Inflow and Infiltration Program	Working on analyzing data and preparing report.	Phase 1 – complete Phase 2 – 85% complete
Cottonwood Creek Wastewater Line Extension	Northern extension of gravity wastewater line in Cottonwood Creek Basin	Construction documents are at 90% completion	Design Phase
Manor Commercial Park WW Collection System	Phased wastewater collection system improvements for Beltex area	Internal project kickoff meeting has been held; survey scope established, working on ROEs	Preliminary Engineering
Gregg Manor Road GST and Pressurization Facilities	Ground storage tank and water pressurization facilities for the EPCOR water delivery point	Project kickoff meeting to be held week of February 14; survey scope established	Preliminary Engineering
FM 973 and US 290 Water Lines, CIP W-15 & W-16	Water line extensions along FM973 and US 290	Project kickoff meeting to be held week of February 14; survey scope established, working on ROEs	Preliminary Engineering
Bell Farms and Carriage Hills LS Imp, CIP-2 & CIP-3	Upgrades to the Bell Farms and Carriage Hills lift stations to provide capacity for new growth	Project kickoff meeting conducted, ; survey scope established, working on ROEs	Preliminary Engineering
FY 2021 Paving Improvements Project	Capital Metro BGA and City-Funded paving improvements	Preparing construction plans and specifications.	Construction plans and specifications 15% complete.
Cottonwood Creek West Tributary WW Improvements	Wastewater CIP Line in Cottonwood Creek West Tributary Basin	Project kickoff meeting scheduled for week of February 17 th ; survey scope established, working on ROEs.	Preliminary Engineering
Cottonwood Creek Grant Project	Grant funded expansion of the Cottonwood Wastewater Treatment Plant	Project kickoff meeting conducted, working with City Staff on grant applications	Preliminary Engineering

Streets and Parks Monthly Report January 2022

Daily Duties and Projects 1-1-2022 / 1-31-2022

Street Maintenance – alley repair at N. LaGrange St. & E. Boyce.

Street Maintenance - cleaned debris in drainage and off clogged drainage pipe on Tower road.

Street Maintenance- repaired and replaced post for golf cart sign on S. Lexington St.

Street Maintenance – repaired Stop sign at Paseo De Presidente Blvd and Gunn Ln.

Street Maintenance – installed 2 glass cabinets for city hall.

Streets Maintenance – pothole repairs at Johnson Road, E. Browning St, N. Caldwell St.

Street Maintenance- repaired street name signs at Lapoyner & Athens St.

Streets Maintenance/Parks – repaired Stop sign at Stone Water Blvd & Waterford Way.

Streets Maintenance – sidewalk replacement from water cut at Carriage Hill Dr & Pine Needle St.

Streets Maintenance – sidewalk replacement from water cut at Skysail & Gallant St.

Streets/Parks Maintenance- placed new mulch around trees at Jennie Lane Park.

Parks Maintenance – irrigation repair replaced valve at city hall.

Streets/Parks Maintenance – took down Christmas lights and decorations and stored them.

Parks Maintenance – Planted 18 new trees around granite trail at Bell farms Park.

Parks Maintenance – cut and removed trees in creek off Ring Dr to improve drainage runoff.

Parks Maintenance – 3 irrigation repairs (leaks) at Greenbury Park.

Parks Maintenance- removed tree stumps at the water tower at Murray St. & Burnet St.

Weekly irrigation checks.

Playground 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.

MS4 Storm drain inspections monitored New/Construction under warranty

-32 locations inspected once a day.

-3 MS4 reports submitted this month as required by TCEQ.

Concrete Pre pour Inspection

Logos Phase 4 & 5 – 2 inspections

Manor Heights Phase 2 – 10 inspections

Manor Heights Phase 3 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Logos Village Clusters – 2 inspections

Presidential Heights Phase 6 – 1 inspection

Density Test

Lagos Phase 4 & 5 - 0 inspections

Manor Heights Phase 2 Sec 2 – 0 inspection

Presidential Heights Phase 6 – 0 inspection

Shadowview Sec 3 Hill Ln – 2 inspections

Proof Rolls

Lagos Phase 4 & 5 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Manor Heights Phase 2 sec 2 – 0 inspections

Shadowview Sec 3 Hill Ln – 0 inspections

Pre-Pave Inspections

Logos Phase 3 – 0 inspections

Manor Heights Phase 2 Sec 2 – 0 inspection

Manor Heights Phase 6 – 0 inspection

Presidential Heights Phase 6 – 0 inspection

Storm Sewer Inspections

Manor Heights Phase 3 – 1 inspection

Gregg Manor Rd – 0 inspections

Shadowview Sec 3 Hill Ln – 0 inspections

Village of Manor Commons Phase 2 – 6 inspections

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

- Presidential Heights Phase 3 – homes are still being built.
- Presidential Heights Phase 6 – walk through for pre-construction
- Presidential Heights Phase 3- 2-year walkthrough has been done, contractor in process of repairs. October 2021
- Presidential Heights Phase 5 – 1 -year walkthrough has been done, contractor in process of repairs. September 2021
- Presidential Heights Phase 4 – 2 years walkthrough has been done, contractor in process of repairs. November 2021
- Stonewater North Phase 3- Homes are being built.
- Stonewater North Phase 2- 2 years walkthrough has been done, contractor in process of repair. April 2021
- Stonewater North Phase 3-2-year Walkthrough has been done, contractor in process of repairs. September 2021
- Manor Commons – Phase 1- homes are still being built.
- Manor Heights – Phase I Sec. 1 – homes are being built.
- Manor Heights – Phase I Sec. 2 – homes are being built.
- Manor Heights Phase 1 Sec 1 – 1-year walkthrough has been done, contractor in process of repairs. November 2021
- Manor Heights – Phase I Sec. 2 – Contractor in building process.
- Manor Heights – Phase II Sec. 1- Contractor in development process.
- Manor Heights – Phase II Sec. 1 & 2 walk through for per-construction.
- Manor Heights – Phase III Sec. 1- development process.
- Manor Heights Phase III Sec. 2 – development process.
- Grass Dale Manor Apartment - is in building process.
- Manor Grand Apartments - is in building process.
- Prose Manor Commons Apartments – Contractor is in building process.
- Dairy Queen – Contractor in building process.
- Manor Commons wastewater and water improvements in process.
- Logos Phase 4 and 5 in development process.
- Lagos Phase 2- homes are being built.
- Logos Village Clusters in building process.
- Lagos TIA improvements on San Marcos St. in process.
- Shadowglen Phase 2 Sec 22 & 23A walkthrough punch list. September 2021
- Shadowglen Phase 2 Sec 25 & 26 walkthrough punch list. September 2021
- Shadowglen Phase 2 Sec 27A & 27B and 28-Trails walkthrough punch list. December 2021
- Shadowglen Phase 2 Sec 17 2-year walkthrough has been done, contractor in process of repairs. November 2021
- Shadowglen Phase 2 Sec 21A & 21B walkthrough punch list. January 2022

Water Monthly Report January 2022

For the month of January, the Water Department had 23 service calls, 8 repair jobs, 13 maintenance jobs and 10 inspections.

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

Repairs

305 East Burton St. - replaced a broken 3/4 curb stop.

Timmerman Park - make a new 2 x 1 water tap and run 1" service install 1" ball valve for new restrooms.

16805 Trevin Cove - replaced a broken 1 x 5/8 angle stop.

12917 wedding drive - repaired a 1 1/2 service line break replaced 1 1/2 cts dresser that was leaking.

Llano St and Old HWY NW corner - repaired a 2" main break used a 2x 7 1/2 collar leak repair clamp.

16820 Hamilton Point - repaired a leaking 1" angle meter stop.

12753 St Mary - repaired a 3/4 poly service line leak used 1 3/4 cts coupling to make repairs.

400 West Parsons - city yard pump room - pulled 10" butterfly valves on high service booster pump number 3 and 4 and installed spools on suction side of pumps.

Maintenance

309 West Browning - locate water mains and services for Blue Bonnet electric replacing pole number 320239 in alley.

Ring and FM 973 - locate utilities for contractor installing poles for traffic lights on all corners by marked water main with blue paint and flags, contractor contact David.

Aqua Tech Lab - took first set of Bac T samples and dropped off at Aqua Tech Lab.

Dairy Queen - dropped off 1" water meter for building and a 3/4 meter for irrigation with contractor.

Clearwell at Gilbert ln - ordered 5 - 150 lb. cl2 bottles for clear well.

Well Number 2- replaced bad power supply module with spare power supply module we had in stock will send bad power supply module to Data Flow Systems for repairs.

Data Flow - sent power supply module from Well number 2 in for repairs RA number 68456-RA power supply serial number 296-002451-017 model number: PSM003.

Data Flow - sent in NSM001 card from Public works Scada control room in for repairs RA number 68455-RA NSM001 card serial number 375-002336-010.

Aqua Tech Lab - took second set of Bac T samples and dropped off at Aqua Tech Lab.

Stonewater subdivision - set out flushing signs a day prior to flushing to notify customer we will be doing our monthly flushing.

Hamilton Point subdivision-set out flushing signs a day prior to flushing to notify customer we will be doing our monthly flushing.

Clearwell at 5311 Gilbert ln - changed cl2 bottle 2 150 lbs.

First qtr. samples with Antea Group (Sampler Alexis Rubio 512 660 0329) at 5311 Gilbert Rd,12301 Waterford Run Way,14400 Boudin St,

16613 Trevin Cove,13316 Nelson Houser,11801 Bastrop,18320 Maxa Dr.

Inspections

Compass Rose at FM 973 - pressure test 16" water laid by Blackrock construction held for 200 psi for one hr. then held for 150 psi for an hr. both passed inspection by CD 1-7-22
Compass Rose FM 973 - opened valve so Blackrock construction could flush and take bac T samples on 1-10-22.

Presidential Heights phase 6 walk thru inspection with PG,JL Gray ,GS,JT 1-13-22

Compass Rose on FM 973 - witness 16 x 12 water tap by Texas taps by FZ,CD 1-14-22

Manor Heights Phase 2 - Walk thru inspection with JL Gray ,PG 1-18-22

Paseo De Presidente and HWY 290 - pressure test fire hydrant just east of Paseo de Presidente and HWY 290

with Capitol Hydrant flow test passed by RM 1-18-22

Compass Rose 14300 FM 973 - flow test hydrant with Craig Morris Vanguard Fire systems purpose of test was for

sprinkler design criteria flow test passed by JT,CD 1-24-22

Shadowview Commercial Phase 3 - Robert (512) 421-0351 with cash construction started laying 12" water main by JT 1-27-22

Manor Heights Phase 3 section 2 - thrust blocking on fire hydrants by JL construction by DD 1-24-22 to 1-28-22

Lagos phase 4 - started water main and services by JL construction by DD 1-24-22 to 1-28-22

Wastewater Monthly Report January 2022

For the month of January, the Wastewater Department had 7 service calls, 6 maintenance jobs and 7 inspections.

Service Calls

16112 Hamilton Point - sewer clog - city side and customer side service were clear notified customer it was an inside issue.

19325 Smith Gin – sewer clog , ran city camera found break about 3 to 4 feet on customer side of service notified customer break was on customer side.

19401 Smith Gin - sewer clog - jetted service and cleared notified customer we would camera line to check for roots in line.

19401 Smith Gin - ran camera in wastewater service found the break was on the customer side of service about 5 feet from clean out.

12612 St Mary - finish cover up add sandy loam and smooth up.

11309 Liberty - sewer clog – ran camera to pinpoint problem area found obstruction 6 ft into customer side service notified customer issue was on customer side of service.

305 East Boyce - sewer clog - jetted city side service and cleared notified customer will camera line at a later date also add clean on property line.

Maintenance

309 West Browning - locate wastewater mains and services for Bluebonnet Electric (replacing pole number 320239 in alley).

Wilbarger Plant - ordered load of alum 4,500 gallons for Wilbarger Plant.

Wilbarger Plant - ordered load of sodium hypochlorite 1,900 gallons for Wilbarger Plant.

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Wilbarger Plant - ordered load of alum 4,500 gallons for Wilbarger Plant.

Presidential Heights Lift Station - cleaned wet well of grease, rags etc. by Wastewater Transport.

Inspections

Village at Manor commons phase 4 and 5-wastewater mains and services by Lowden construction by JT 1-10-22 to 1-14-22.

Lagos - wastewater mains and services by JL Gray Construction by JT 1-10-22 to 1-14-22.

Cottonwood - pressure test main and vacuum test manholes by DD 1-10-22 to 1-11-22.

Cottonwood - camera inspection on wastewater Main by D Guerra construction from manhole MH A1 to MH-A6 and manhole MH-B1 to MH-B3 by DD 1-12-22.

Presidential Heights phase 6 walk thru inspection with PG,JL Gray ,GS,JT 1-13-22.

Village at Manor Commons Phase 2 - pressure test wastewater mains and vacuum test manholes by DD 1-14-22.

Manor Heights Phase 2 - Walk thru inspection with JL Gray, PG 1-18-22.

Cottonwood Lift station - generator pad, lift station control panel pad by JT 1-19-22 concrete to be poured at 10:00 am 1-20-22.

Manor Heights Lift station- concrete around wet well by D Guerra construction by DD 1-27-22.