



# MEMO

To: Mayor and City Council Members  
From: Matt Woodard, Director of Public Works  
Date: May 20, 2026  
**RE: April Monthly Report**

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## Public Works Department

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

In April, 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 April, 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. Andre Pineda obtained his Water B license. Archie Issac obtained his Wastewater B license, and Noah Delgadillo passed his Customer Service Inspector exam. The City of Manor Water Department hosted the monthly Texas Water Utility Association meeting. It was a great turnout.

### *Population*

City of Manor- 23,172  
Shadowglen- 6,362

### *Water Usage*

Manor Ground Water- 3.844 in Thousands  
Manville- 10.774 in Thousands  
EPCOR- 43.137 in Thousands

Total: 57.755 in Thousands

## **Streets and Parks Monthly Report April 2026**

### **Daily Duties and Projects**

#### ***Streets Maintenance***

Pothole repairs on Old Kimbro West, Johnson Road, Bois D'Arc, Ann Richards Ave, Gregg Manor Rd, and Paseo de Presidente Blvd.

Filled in big dip at the intersection of Gregg Ln and 973.

Fixed street name blades on S. Lexington, E. Carrie Manor and W. Burton St.

Asphalt patch on E. Browning St and N. Lockhart St. intersection.

Repaired a down "Stop" sign at Chick Fil A.

Saw cut and repaired the asphalt on two manholes that were too high on Topsail St. in Greenbury.

Road repair on E. Murray Ave. Patched on the road due to a water leak, removed and replaced asphalt.

Paint striped on 600 E. Parsons St. parking lot.

Crack sealed maintenance in Greenbury.

Removed and replaced ceiling tiles at 600 E. Parsons St.

Assisted in the Shred Day event.

Streets, Parks and ROW Department mowed and prepped area for Manor Palooza Event at the E. Manor Development #1

#### ***Parks/ROW***

Cut and chipped trees from alleys off N. Lampasas St.

Cut cemetery for Easter.

Power-washed City Hall twice on the South and East sides of the building.

Weekly scheduled items.

Daily restroom checks at parks.

Weekly irrigation checks.

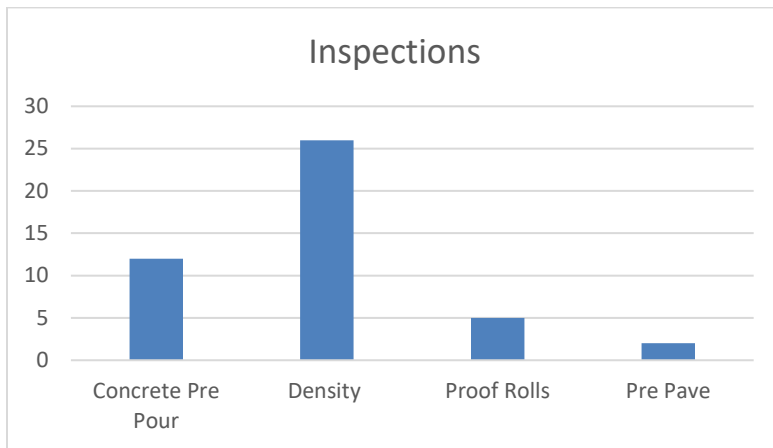
Playground and playscape monthly safety checks.

Friday Afternoons Bulk Drop Off for city residents.

Scheduled weekly Park rounds at park facilities.

Scheduled weekly (ROW) Right of Way mowing.

Weekly vehicle and equipment check and maintenance.



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

Lagos Phase 3 – building

Manor Heights Phase 4 – building

Manor Heights Phase 5 – building

Village at Manor Commons, Phase 3 building

Palomino Subdivision – building

Las Entradas Section 4 – waiting to build

Holley Smith Phase 1A – building

Holley Smith Phase 1B – building

Logos Phase 3- building

The View at Manor – building

Manor Heights 4A and 4B- building

Manor Heights Phase 4- building

Manor Heights Phase 5-building

Monarch Ranch Subdivision Improvements – building

Manor Mini storage – waiting to build

The Lex – building

Tesla Charging Stations mini max – waiting

Boyce Street mixed-use apartments- building.

New Haven, Mass, Grading – building

Abbott’s Frozen Custard – waiting

Landmark - building

Las Entradas Phase 4- waiting

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

Duque Estates – building

Kiddie Academy-building

Holley Smith Phase 2- building

Manor Commons NE Phase 1&2-building

Hiland Dairy-waiting

Manor Downs overall site grading-waiting

Manor Downs site A site grading- waiting

Manor down site B site grading-waiting

## ***Cemetery Report***

April 1, 2026 – Monitored the cemetery.

April 3, 2026 – Monitored the cemetery.

April 5-6 – Received a call from Lisa Garcia searching for her cousin, Joe Garcia. After lengthy research, we discovered that he is buried at the Travis County Indigent Cemetery on 14510 Wells School Road, Manor.

April 7, 2026 – Received a call from Margarita Serrano for the burial of her stepson. He was living with his sister in Manor; however, his permanent residence was in Pflugerville. He was not allowed to be buried in the city cemetery.

April 9, 2026 – Monitored the cemetery.

April 10, 2026 – Inspected sites that will require dirt due to ground shifting.

April 14, 2026 – In monitoring the cemetery, we discovered fresh ashes buried at a site without an application process.

April 16, 2026 – Monitored the cemetery.

April 20, 2026 – Contacted Daniel Knippa for burial services of Vicenta Castro de Gomez scheduled for April 23, 2026. Marked the site.

April 22, 2026 – Rosie Rodriguez emailed about the City of Manor burial process. She needed pre-planning details, and I referred her to funeral homes for more information.

April 24, 2026 – Contacted Daniel Knippa to relocate the remaining dirt of Gomez's burial to the gully.

April 27, 2026 – Monitored the cemetery.

April 29, 2026 – Monitored the cemetery.

## ***Community Development April Report***

### **APRIL EVENT MEETINGS**

Date: Wednesday, April 1, 2026

*Description:* Community Impact and iHeartRadio, this meeting was to discuss how Manor can advertise on their platform for ManorPalooza.

Date: Wednesday, April 8, 2026

*Description:* Manor History and Did You Know Segment, this meeting was a film day for Meet Manor Mondays and a new segment.

Date: Thursday, April 9, 2026

*Description:* Manor Chamber of Commerce Luncheon had Eric Davis from Bob's Tax Act to share important details for taxes.

Date: Friday, April 10, 2026

*Description:* ManorPalooza MLE Sausage, this meeting was to go over details leading up to ManorPalooza.

Date: Tuesday, April 14, 2026

*Description:* This meeting was to select vendors with Ishtel from 512 Halal and Manor Chamber for ManorPalooza.

Date: Wednesday, April 15, 2026

*Description:* City Council, this meeting was to get approval for Manor Community Day and 5K with Evolution of Health (Derrick White) and announce ManorPalooza to council.

Date: Thursday, April 16, 2026

*Description:* ManorPalooza Committee, this meeting was to meet with all city staff to ensure we are ready for ManorPalooza.

Date: Thursday, April 23, 2026

*Description:* Meet Manor Monday Filming and YAC,

Date: Monday, April 27, 2026

*Description:* Manor YAC, this meeting was to meet with the YAC kids.

Date: Tuesday, April 28, 2026

*Description:* ManorPalooza MLE Sausage, this meeting was to go over any last minute and final details for ManorPalooza.

# WATER/WASTEWATER APRIL MONTHLY REPORT

<b>WASTEWATER</b>	<b>TASK COMPLETED</b>
LIF STATION CALLS	122
SEWER BACKUPS	7
SEWER REPAIR	1
SEWER SMELL	
CLEANOUT REPAIRS	
JOBSITE CLEANUP AND RESTORATION	1
PUMP AND MOTOR REPAIR	1
JOB CLEANUP AND RESTORATION	1
<b>WATER</b>	<b>TASK COMPLETED</b>
SERVICE CALLS	108
SERVICE LEAKS	1
MAIN BREAK	1
WATER LEAKS	7
WATER LINE REPLACEMENT	
HYDRANT MAINTENANCE	
HYDRANT FLUSHED	2
HYDRANT REPAIR/REPLACED	
VALVE MAINTENANCE	1
ANGLE STOPS REPLACED	1
LINES LOCATED	4
SERVICE DISCONNECT/RECONNECT	16
LOW PRESSURE	5
JOBSITE CLEANUP AND RESTORATION	1
<b>INSPECTIONS</b>	
SITES INSPECTED	432
PRE CONS	2
FLOW TEST	1
TAPS	1
MANDREL TESTED	
DENSITIES	145
WATER LINES INSTALLED	110'
WATER VALVE INSTALLED	2
MANHOLES TESTED	1