



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: December 16, 2020
RE: November Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In the month of November, 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 November, the Street Department repaired streets, curbs and signs.

Water and Wastewater Department

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

Water Production & Purchase

In the month of November 19% of the water we supplied to our residents was from our wells, and we purchased 81% from EPCOR and Manville WSC. In November, the estimated population of residents in the City of Manor is 15,163. Estimated population for ShadowGlen is 4,472 residents.

Subdivision Inspections

- Street Inspections- 7
- Water Inspections- 3
- Wastewater Inspections- 1

CITY OF MANOR
 CAPITAL PROJECT STATUS REPORT
 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	93%
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase	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	18%
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	Plans 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	Project awarded in November, working on contract documents, insurance and bidding	Award 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 in January of 2021 to elicit more bids	Bidding Phase

Streets and Parks Monthly Report November 2020

Daily Duties and Projects 11-1-2020 / 11-30-2020

- Trimmed trees hanging low in roadway on Ring Dr.
- Cleaned up Illegal dumping Bell Farms in drainage easement.
- Trimming trees in Bell Farms drainage easement.
- Drainage work at Timmermann Park near Pavilion
- Repaired potholes at Gregg St, Llano, Wheeler @ Lexington, LaGrange @ Eggleston, S. Bastrop, Per Lange Pass @ Andrew Jackson St, E. Rector to Burnet, Wedding Dr, Suncrest RD, S. Burnet, E. Murray Ave, Athens @ Lapoynor St, N. Caldwell @ Eggleston St, E. Boyce St, E. Eggleston near RR tracks, S. Lampasas ST. near tracks, Abrahamson Rd, Bois-D-Arc Rd, N Bastrop
- Planted 15 trees for Arbor Day in Timmermann Park.
- Repaired and replaced Dead End Barricade signage on Tinker St.
- Replaced faded Stop signs at Hamilton Point @ Blake Manor, Hamilton Point @ Jaron Dr., E Brenham @ S. Bastrop St. both sides of roadway, Brenham St. @ Athens St., Bastrop St. @ Dimmit St., Bastrop St. @ Wild Horse
- Setup Christmas lights @ City Hall, Jennie Lane, Art Park
- Irrigation repairs at Timmermann Park.
- Placed Rye grass seed at PD, City Hall, Jennie Ln, Art Park, Timmermann Park
- Installed No Dumping signs on Old Kimbro Rd
- Weekly irrigation checks.
- Play ground and play scape monthly safety checks.
- Scheduled weekly Park mowing maintenance completed.
- Thursday/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 4- homes are complete.

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- Homes are almost completed.

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 November 2020

For the month of November, the Water Department had 22 service calls, 8 repair jobs, and 3 maintenance jobs, and 3 Inspections.

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

Repairs

16221 Hamilton Point - replaced broken angle stop 1 x 5/8 by FZ,CD,JB 11-2-20.

11816 Navasota - replaced broken angle stop 1 x 5/8 by FZ,CD,JB 11-2-20.

308 E Browning St.-installed flush valve on the dead end main 300 BLK West Browning by FZ,CD,AM 11-5-20.

106 East Burton - replaced a Broken/Leaking curb stop by FZ,AM,AB 11-5-20.

Well number 3 on Gilbert Rd - pulled pump and casing for repairs Jergenson pump and well service will repair pump by JT 11-6-20.

Well Number 3 - pump and casing were drooped back in and Well 3 is back in operation by Jergensen pump and well services JT 11-13-20.

12836 US 290-repaired a 2" main break sch 80 pvc cut out a ten-foot section of pipe by FZ,AM 11-16-20.

Parsons and San Marcos St. - repaired a 3/4 service main break by FZ,AB,AM.

16704 Trevin Cove - replaced broken curb stop by FZ,AM.

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,AB 11-3-20.

Aqua Tech Lab - took 5 second set of 5 Bac T samples dropped off at Aqua Tech lab by DD,AB 11-17-20.

Education

Christopher Deal - took Grade c Distribution exam - passed exam on 11-6-20.

John Blomberg - took Grade D exam passed exam on 11-6-20.

Inspections

Manor Heights - raising of castings to grade by JL Gray by JT 11-6-20.

Manor Heights PH2 SEC1 - JL Gray started laying water main and services on 11-12-20 by JT,DD.

Lagos Phase 2 - preconstruction meeting with JT,LZ,PG and JL Gray 11-17-20.

November 2020 Wastewater Log

For the month of November, the Wastewater Department had 3 service calls, 8 repair jobs, 3 maintenance jobs and 1 inspection.

Service Calls

18124 Topsail -sewer clog - jetted city side service and cleared notified customer also called locates to repair where city side meets customer side by RM 11-5-20.
802 North Bastrop - sewer clog - jetted city side and cleared by FZ,DD 11-30-20.
19205 Jonah Lee - sewer clog - clog was on customer side notified customer by FZ,DD 11-20-20.

Repairs

11402 Lapoynor- made repairs where city side meets customer side and installed new cleanout cap and lid by FZ,CD,AM 11-2-20.
18124 Topsail - called locates to repair where city side meets customer side by RM 11-5-20.
18124 Topsail- made repairs where city side meets customer side and installed new cleanout cap and lid by FZ,CD,AM 11-9-20.
Bell Farms Lift station -repaired bad ultra-sonic transducer in Bell Farms Lift station by JT 11-13-20.
802 North Bastrop- replaced broken clean out cap and lid by DD,JB 11-30-20.
210 East Browning - sewer clog - clog was on customer side notified customer by FZ,DD 11-17-20.
12633 Bella Parkway - customer wanted to know if they needed permit to dig up their service line notified customer to call city hall for permit by FZ,DD.
19317 WT Gallaway - cleanout lid was broken on customer side notified customer by DD 11-24-20.

Maintenance

Hwy 290 East Northside of HWY 290 from Greenbury subdivision entrance to FM 973 - weed eat around manholes and straiten manhole signs by FZ,AM,CD 11-4-20.
YSI pro dissolved oxygen meter -shipped off by Fed EX to USA bluebook for repairs by JT 11-12-20.
Bell Farms Lift Station - installed spare Telemetry control unit and sent off TCU unit to data flow systems for the repair the display screen is blank by JT 11-17-20.

Inspections

Manor Heights phase 1 end of Andrew Johnson St. - force main start up meeting on 11-3-20 with city engineer Pauline Gray and JL Gray Construction by JT 11-3-20.