



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: October 19, 2022
RE: September Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In September, 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 September, 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 September 40 % of the water we supplied to our residents was from our wells, and we purchased 60% from EPCOR and Manville WSC.

Population

City of Manor- 18,900

Shadowglen- 6,509

Subdivision Inspections

- Street Inspections- 35
- MS4 – 20 Inspection per working day.
- Water Inspections- 6
- Wastewater Inspections- 6

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

PROJECT NAME	PROJECT DESCRIPTION	MONTHLY ACTIVITY	PERCENT CONSTRUCTION COMPLETE/PHASE
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2	Creekside Lift Station improvements, Carrie Manor Lift Station	Carrie Manor Lift Station - Station is energized, few punch items left after inspection. The lift station is online. O&Ms have been reviewed and comments sent to the contractor.	100%
Cottonwood Creek Wastewater Treatment Plant	200,000 GPD wastewater treatment plant and lift station	Lift station start-up complete May 25th; A few punch list items left after final inspection; O&Ms were reviewed, and comments were sent to the contractor.	99%
Cottonwood Creek Wastewater Collection System Improvements Project	Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin	Construction is substantially complete, waiting for the final electrical work at the lift station to commission the system. GBA will meet with the contractor for construction progress on Oct 6th. City staff will have to contact BEC for energization to commence startup.	99%
Bastrop/Parsons Gravity Main	12" gravity wastewater main	Waiting for the contractor to send solution to failing trenches along Parsons and Bastrop. Deadline given for 9/19. Prepare written notification.	99%
CIP W-15 FM973 WL	12" Water Line from downtown to Manor Commons area	Construction has been stopped due to missing easement. The Condemnation hearing has been scheduled for 10/17/2022	Construction 85% complete.
Pavement Management Program	Pavement Assessment and Management Program	Began working on Phase 2. Working on updating the list for FY2022 paving projects. Will be creating a separate project list for additional funds from Cap Metro. The road will be driven for	Phase 2 – 15% complete

		analysis in October, waiting on equipment.	
Cottonwood Creek Phase 2 Wastewater Line Extension	The northern extension of gravity wastewater line in Cottonwood Creek Basin	Construction has been halted because property for the northernmost section has not been acquired by the developer. Surveying has been executed, waiting for field data.	Construction Phase
Manor Commercial Park WW Collection System	Phased wastewater collection system improvements for the Beltex area	Field notes have been requested. Update on talking to the property owners in joining the city. Question on abandoned Manhole/WW line; what is the cities preference? Looking into easements along Beltex	Construction Documents
Gregg Manor Road GST and Pressurization Facilities	Ground storage tank and water pressurization facilities for the EPCOR water delivery point	Plans are under review at the City.	Working on Construction documents.
FM 973 and US 290 Water Lines, CIP W-15 & W-16	Water line extensions along FM973 and US 290	Surveying is complete and data received, working preliminary engineering layout.	Preliminary Engineering
Bell Farms and Presidential Glen LS Imp, CIP-2 & CIP-3	Upgrades to the Bell Farms and Presidential Glen lift stations to provide capacity for new growth	Preliminary Engineering submittals have been submitted with development changes that affected design flow and electrical upgrades. TCEQ approval letters received, final contract documents sent out to bids.	Preliminary/Design Engineering
FY 2021 Paving Improvements Project	Capital Metro BGA and City-Funded paving improvements	San Marcos, Duett Alley and portion of Parsons have been paved. Progress has started on full depth repair for Parsons.	Under construction.
Cottonwood Creek West Tributary WW Improvements	Wastewater CIP Line in Cottonwood Creek West Tributary Basin	Preliminary Engineering is under internal review. Surveying is complete, waiting on field data	Preliminary Engineering
Cottonwood Creek WWTP Phase II Expansion	Developer-funded expansion of the plant	Survey request	Preliminary Engineering
Cottonwood Creek	Grant-funded expansion of the	Actively working with	Preliminary

WWTP Phase III Grant Project	Cottonwood Wastewater Treatment Plant	Gandolf. Met his crew on Wednesday 8/24. Rachel Steele is reviewing the grant application form. Heading to apply in December if the acquisition is completed. Divided into two different applications.	Engineering
210 Reuse Authorization Application	Application for reclaimed water authorization for the Cottonwood Creek WWTP as part of Lease/Purchase Contract	Application amended to include additional uses, per City Staff request	Application Submitted, Under Review
Wastewater Collection and Treatment Master Plan	Contract approved at September 7 Council Meeting.	Collecting background information.	Mobilization
Water Distribution System Master Plan	Contract approved at September 7 Council Meeting.	Working on distribution system water model. Gathering data and system information.	Mobilization
2022 Community Impact Fee (CIF) Program Update	Contract approved at September 7 Council Meeting.	First meeting is on September 14.	Meeting Scheduling
Gregg Lane Ground Storage Tank and Pressurization Facility	Contract approved at September 7 Council Meeting.	Concept plan has been submitted. Recommendation in progress.	Mobilization
2023 Sanitary Sewer Evaluation Study	Contract approved at September 7 Council Meeting.	Meters set, smoke testing complete, and CCTV in progress.	Study Phase
FY2022 Bond-Funded Water, Wastewater, and Roadway Improvement Project	Contract approved at September 7 Council Meeting.		Mobilization

Streets and Parks Monthly Report September 2022

Daily Duties and Projects 9-1-2022 / 9-30-2022

Street Maintenance – Added a 35mph sign on Ring Dr.

Street Maintenance – Patched sunk spot on Bastrop St.

Streets Maintenance –Worked KMB cleanup event.

Streets Maintenance – Replaced down stop sign on Ring Dr.

Streets Maintenance – Repaired water cut at Gregg St.and Browning St.

Streets Maintenance – Cleaned up loose at Caldwell St. and 290.

Streets Maintenance – Crack sealed E. Townes, E. Rector St, N. LaGrange St, N. Burnet St, E. Murray St, E. Browning St, N. Burnet St. E. Wheeler St, S. Lampasas St. W. Wheeler St.

Parks Maintenance – Planted flowers at City Hall.

Parks Maintenance – Closed bocce courts in Timmermann Park per ADA safety complaints.

Parks Maintenance – Planted flowers at Timmermann Park.

Parks Maintenance – Ordered swing set and shade structure for Greenbury Park waiting on new one to come in.

Parks Maintenance – Trimmed suckers on trees at City Hall.

Parks/Streets Maintenance – Replaced all flags at city facilities.

Parks Maintenance – Irrigation repair at Bell Farms Park.

Parks Maintenance – Installed new soap dispensers.

Parks/Streets Maintenance – Weekly table setups and take downs at city hall as requested.

Parks Maintenance – Removed rusty cable along Rector St. at Jennie Lane Park.

Weekly irrigation checks.

Playground and play scape monthly safety checks.

Scheduled weekly park mowing maintenance completed.

Friday Afternoons Bulk Drop Off for city residents.

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

-35 locations inspected everyday day.

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

Concerte Pre pour Inspection

Logos Phase 4 & 5 – 0 inspections

Palomino – 0 inspections

Shadowview Sec 3 Hill Ln – 14 inspections

Manor Heights Phase 2 – 0 inspections

Manor Heights Phase 3 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Manor Heights Town Homes – 0 inspections

Presidential Glen Commercial WW – 0 inspections

Presidential Heights Phase 6 – 0 inspections

Density Test

Manor Heights Phase 3 – 0 inspections

Manor Heights Phase 2 Sec 2 – 0 inspections

Presidential Heights Phase 6 – 0 inspections

Shadowview Sec 3 Hill Ln – 1 inspection

Stonewater Phase-3 – 0 inspections

Manor Commands Phase 2- 0 inspections

Manor Commands Phase 3- 0 inspections

Manor Commands Phase 4 & 5- 0 inspections

Palomino – 1 inspection

Lagos Phase 3 - 0 inspections

Village of Manor Commons Phase 4 -0 inspections

Village of Manor Commons Phase 2 – 0 inspections

Proof Rolls

Lagos Phase 4 & 5 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Manor Heights Phase 2 sec – 0 inspections

Manor Heights Phase 3 – Sec 2 - 0 inspections

Shadowview Sec 3 Hill Ln – 3 inspections

Village of Manor Commons Phase 2 – 0 inspections

Village of Manor Commons Phase 4 -0 inspections

Stonewater Phase-3 – 0 inspections

Palomino – 0 inspections

Logos Phase 3 – 0 inspections

Street paving project – 4 inspections

Pre-Pave Inspections

Logos Phase 3 – 0 inspections
Manor Heights Phase 2 Sec 1 – 0 inspections
Manor Heights Phase 6 – 0 inspections
Presidential Heights Phase 6 – 0 inspections
Manor Heights Phase 3 Sec 1 – 0 inspections
Village of Manor Commons Phase 4 -0 inspections
Village of Manor Commons Phase 5 -0 inspections

Storm Sewer Inspections

Manor Heights Phase 3 – 0 inspections
Gregg Manor Rd – 0 inspections
Shadowview Sec 3 Hill Ln – 0 inspections
Village of Manor Commons Phase 2 – 0 inspections
Manor Commands Phase 2- 0 inspections
Holiday Inn - 0 inspection
Palomino – 8 inspections
Bank of America – 5 inspections

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

Presidential Heights Phase 6 – homes are being built.

Presidential Heights Phase 3- 2-year walkthrough has been done, contractor in process of repairs.
October 2021 still waiting.

Presidential Heights Phase 5 – 2 -year walkthrough has been done, contractor in process of repairs.
September 2022.

Presidential Heights Phase 4 – 2 years walkthrough has been done, contractor in process of repairs.
November 2021 still waiting.

Stonewater North Phase 2- 2 years walkthrough has been done, contractor in process of repair. April
2021 still waiting.

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.

Manor Heights – Phase I Sec. 2 – Contractor in building process.

Manor Heights – Phase II Sec. 1- Contractor in building process.

Manor Heights – Phase II Sec. 1B & 2B Contractor in building process.

Manor Heights – Phase III Sec. 1- ready to build homes

Manor Heights Phase III Sec. 2 – ready to build homes.

Manor Heights Phase 4 – Development process.

LA Mexicana – Development process.

Manor Commons wastewater and water improvements in process.

Logos Phase 3- waiting on homes to be built.

Logos Phase 4 homes are being built.

Logos Phase 5 waiting to build houses.

Logos Phase 5 walkthrough has been done, contractor in process of repairs.

Logos Phase 2- homes are being built.

Shadowglen Phase 2 Sec 22 & 23A walkthrough punch list. September 2021 still waiting.

Shadowglen Phase 2 Sec 25 & 26 1-year walkthrough punch list September 2022.

Shadowglen Phase 2 Sec 27A & 27B walkthrough punch list September 2021 still waiting.

Shadowglen Phase 2 Sec 17 2-year walkthrough has been done, contractor in process of repairs.
November 2021 still waiting.

Shadowglen Phase 2 Sec 21A & 21B walkthrough punch list. January 2022 still waiting.

Palomino Subdivision - development process.

Presidential Glen Commercial WW – in development process.

Water Monthly Report September 2022

For the month of September, the Water Department had 31 service calls, 2 repair jobs, 11 maintenance and 6 inspections.

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

Maintenance

Dead end Flushing at Presidential Glen, Greenbury and Downtown Manor. 9/1/22
Bac T samples 11504 Burton, 501 North Caldwell, 12304 Waterford, 13316 Nelson Houser, and 18212 Canopy. 9/6/22
12753 Saint Mary Dr. meter box has been reset and covered to ground level. 9/7/22
Dead end Flushing at Wildhorse Creek and Presidential Heights. 9/8/22
14409 Almondine dig site has been covered. 9/13/22
Dead end Flushing at Carriage Hills and Bell Farms. 9/15/22
300 Blk. Wheeler St. dug site has been covered. 9/15/22
400 Blk. off E. Burton dug site has been covered. 9/15/22
Dead end flushing at Hamilton Pt. and Stonewater. 9/22/22
Copper and lead sampling. 9/22/22 to 9/26/22
Dead end flushing at downtown Manor. 9/29/22

Repairs

304 E. Wheeler- Service leak has been repaired. 9/14/22
Jennie Lyn Park- Meter service has been repaired 9/30/22

Inspections

Manor Heights Phase 4 by JL Gray 8-inch main installments and cover ups. 9/6/22
K-8 school by Allied Underground. Hit a Manville 3-inch water line. 9/6/22
Shadow View by Cash Construction water pressure testing. They also replaced stem on a broken valve. 9/7/22
Bank of America is laying 6-inch fire hydrant. 9/8/22
K-8 school by Allied underground is installing a 16-inch water main 9/12/22 to 9/16/22
Whole Foods installed a 12-inch by 12-inch T with a valve. 9/15/22

Wastewater Monthly Report September 2022

For the month of September, the Wastewater Department had 10 service calls, 5 repair jobs, 3 maintenance jobs and 6 inspections.

Service Calls

19205 Revolutionary- Resident called to report a sewer backup. Upon arrival city service is clear and customer side was backed up. Customer has been notified. 9/6/22
13325 Pine Needle- Resident called to report dirt from previous job has been washed away due to rain. Hole has been recovered. Customer has been notified. 9/8/22
114 E. Parsons- Resident called to report grease leaking on the back of the building. City side sewer line was clear. Grease trap for business needed to be clean. Customer has been notified. 9/8/22
18001 Maxa Dr.- Resident called to a sewer back up. City side has been cleared. Customer has been notified. 9/9/22
13412 Mizzen- Resident called to report a sewer back up. Sewer back up is on customer side. Customer has been notified. 9/19/22
12410 Stoneridge Gap- Resident called to report missing lids. Upon arrival 6-inch city clean out has been replaced. Customer has been notified. 9/19/22
18028 Canopy- Resident called to report a sewer backup. City side has been cleared of blockage. Customer has been notified. 9/23/22
305 E. Boyce- Resident called to report a sewer backup. Sewer backup is on customer side. Customer has been notified. 9/26/22
307 E. Carrie Manor St.- Resident called after hours to report a sewer backup. City side has been cleared. Customer has been notified. 9/26/22
13212 Constellation- Resident called to report a sewer backup. There was no sewer backup upon arrival.

Maintenance

14306 Pebble Run- Line has been backfilled. 9/7/22
13320 Mizzen- Dug site has been covered 9/15/22
Bleach has been delivered to wastewater treatment plant. 9/22/22

Repairs

13320 Mizzen- Sewer service and clean out have been repaired. 9/7/22
18001 Maxa- Sewer service has been repaired. 9/16/22
18217 Topsail- Sewer service has been repaired. 9/19/22
18028 Canopy- Sewer service has been repaired. 9/20/22
16724 Trevin- Sewer service has been repaired. 9/20/22

Inspections

Shadowview by Cash Construction pulled mandrels. 9/7/22
Old Kimbro Lift Station by T Mireles installing power from pole to lift station. 9/8/22
Bank of America is laying a 100 feet of sewer line. 9/12/22
GBA Engineering is doing a smoke test in the Bell Farms and Carriage Hills subdivision. 9/13/22 to 9/16/22
Palomino by Chasco pressure testing and manhole vacuum testing. 9/14/22
Check manholes for repairs on 973, 290 and wastewater plant. 9/25/22 to 9/28/22