



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: September 8, 2021
RE: August Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In August, 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 August, 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 August, 45% of the water we supplied to our residents was from our wells, and we purchased 55% from EPCOR and Manville WSC.

Population

City of Manor- 16,510
ShadowGlen- 5,918

Subdivision Inspections

- Street Inspections- 23
- MS4 – 20 Inspection per working day.
- Water Inspections- 6
- Wastewater Inspections- 7

CITY OF MANOR
CAPITAL PROJECT STATUS REPORT

| 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. | Final punch list items being corrected | 99% |
| Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2 | Creekside Lift Station improvements, Carrie Manor Lift Station | Carrie Manor lift station wet well set, equipment installation under way | 85% |
| 2017 Water Distribution System Improvements | 12" water transmission main along Gregg Lane, FM973 and Tower Road | Scope of work substantially complete, project closeout items remain | 100% |
| 2020 Cap Metro Paving Improvements | Paving improvements on Burnet, Rector and Townes Streets | Weather events have impacted construction; however, prosecution of the work is being conducted diligently and timely completion is anticipated | 60% |
| Park Bathroom | Public restroom for Timmerman Park | Supplier selected | Contracting Phase |
| Cottonwood Creek Wastewater Treatment Plant | 200,000 GPD wastewater treatment plant and lift station | Equipment installation ongoing | 60% |
| Cottonwood Creek Wastewater Improvements Project | Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin | Pre-Con was held onsite July 30, 2021 and Notice to Proceed was issued for August 2, 2021. | 5% |

| | | | |
|--|--|--|------------------------|
| US 290 Water Line | 12" water line extension from Presidential Glen along US 290 to past Kimbro Road | Change order to reflect pipe cost increases due to the force majeure has been executed by the City and Contractor. Notice to proceed was issued for July 1 with a September 29 completion date | 40% |
| FM 973 Water and Wastewater Lines | 12" water line and 12"/15" gravity wastewater line in FM 973 | Design complete and submitted to TCEQ for review | Contract/Bidding Phase |
| Bastrop/Parsons Gravity Main | 12" gravity wastewater main | Due to conflict with AT&T line we are preparing a change order to finish the line replacement in Parsons using pipe bursting | 55% |
| CIP W-15 FM973 WL | 12" Water Line from downtown to Manor Commons area | Final design nearing completion | Design |
| Pavement Management Program | Pavement Assessment and Management Program | Mapping of roadway network in GIS complete, field data collection completed, data processing completed | Evaluation Phase |
| I&I Program | Phase 1 and Phase 2 Inflow and Infiltration Program | System mapping and GIS data entry completed, report generation under way | Phase 1 |
| Cottonwood Creek Wastewater Line Extension | Northern extension of gravity wastewater line in Cottonwood Creek Basin | Engineering contract issued August 4, 2021 | Design Phase |

Streets and Parks Monthly Report August 2021

Daily Duties and Projects 8-1-2021 / 8-31-2021

Street Maintenance – West Lane St between Bastrop St and Lexington St continued milling and removing old asphalt.

Street Maintenance- West Lane St between Bastrop St and Lexington St added and prepped new road base for asphalt overlay.

Street Maintenance- West Browning St between Bastrop St & Lexington St added and prepped new road base for Asphalt overlay.

Street Maintenance- West Townes St between Bastrop St & Lexington St added and prepped road base for asphalt overlay.

Streets Maintenance – prepped water cuts at Snow Ln, Greenbury Dr for asphalt repair.

Streets Maintenance- repaired water cuts at Snow Ln, and Greenbury Dr with asphalt.

Streets Maintenance- cut down leaning tree next to PD before it fell onto Parsons St.

Streets Maintenance – replaced section of sidewalk from water cut on Snow Ln.

Parks Maintenance – Sprayed weeds in granite trail at Bell Farms Park.

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

-20 locations inspected once a day.

-3 MS4 reports submitted per month per location as required by TCEQ.

Concrete Pre pour Inspection

Logos Phase 2 – 8 inspections

Logos Phase 4 & 5 – 0 inspections

Manor Heights Phase 2 Sec 1&2 – 1 inspection

N. Burnet St. paving project - 1 inspections

Ring Dr. Holiday Inn – 0 inspection

Density Test

Lagos Phase 2 – 0 inspections

Lagos Phase 4 & 5 - 3 inspections

Manor Heights Phase 2 Sec 2 – 1 inspection

Proof Rolls

N. Burnet St. – 0 inspections

Lagos Phase 2 – 0 inspections

Lagos Phase 4 & 5 – 9 inspections

Manor Heights Phase 2 sec 2 – 0 inspection

Pre-Pave Inspections

Logos Phase 2 – 2 inspections

Manor Heights Phase 2 Sec 2 – 1 inspection

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

Presidential Heights Phase 3 – homes are still being built.

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 3-1-year Walkthrough has been done, contractor in process of repairs.

Lagos Phase 2- Contractor in development process

Manor Commons – Phase 1- homes are still being built.

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

Manor Heights – Phase I Sec. 2 - Contractor hasn't started building process.

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

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.

Logos Village Clusters in development process.

Lagos TIA improvements on San Marcos St. in process.

Shadowglen Phase 2 Sec 22 & 23A walkthrough punch list.

Shadowglen Phase 2 Sec 25 & 26 walkthrough punch list.

Shadowglen Phase 2 Sec 27A & 27B and 28 walkthrough punch list.

Water Monthly Report August 2021

For the month of August, the Water Department had 55 service calls, 14 repair jobs, 12 maintenance jobs and 6 inspections.

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

Repairs

400 W. Parsons - city yard booster pump room - replaced leaking hose on booster pump number 3 by JB,CD,FZ 8-2-21.
106 West Parsons - replaced a broken 3/4-meter stop reset meter box to ground level by FZ,CD,AM 7-3-21.
12805 Snow Ln. - 1 1/2 service line break - replaced 1 1/2 cts fitting and 10 ft of 1 1/2 poly service by FZ,JB,AM 8-6-21.
12613 Carillon Way - raised meter box and leveled to ground level installed a meter riser by CD,AM 8-9-21.
16709 Hamilton Point - replaced a 5/8 x 1 meter shut off by CD,AM 9-8-21.
12218 Walter Vaughn - repaired meter leak -replaced meter seals by DD 8-17-21.
604 Samripa St. - (tap fees have been paid) made a new 1" water tap ran new service line and installed meter and meter box on property line by CD,JB,AM 8-18-21.
Browning and Lexington SE corner - repaired a 1" service line break used 1x6 full circle repair clamp by CD,JB 8-19-21.
308 East Parsons - repaired a 2" main break used 2x6 full circle collar leak clamp by CD,AM,DD 8-20-21.
11907 Bastrop St - replaced 1 x 3/4 broken meter curb stop by CD,JB 8-20-21.
11905 Bastrop St -replaced 1 x 3/4 broken meter curb stop by CD,JB 8-20-21.
13225 Forest Sage - repaired a 1" service line break replaced 6 ft of 1" poly by CD,JB 8-27-21.
12900 1/2 Greg Ln - 10" backflow preventer -under warranty-replaced gasket and seals by fire and water group (Ryan Hurst) JT,CD 8-19-21.
Murray and Lexington SW corner- repaired a 6" water main break used 6 x 12 full circle repair clamp by FZ,CD,AM,JB 8-27-21.

Maintenance

Quarterly samples with Georgia Parks TCEQ sampler at 18320 Maxa Dr, 14400 Boudin st, 12301 Waterford Run and East elevated water Tower on Tower Ln by JT, DD 7-3-21.

Aqua Tech Lab - took first set of 5 Bac T Samples and dropped off at lab by DD, JB 8-10-21.

Old HWY 20 and Joyce Turner Ln - locate utilities for Lantel communications they are making bore to run cable by FZ, AM 8-11-21.

604 Samariopa St - called for locates so we can make a new water tap for empty lot in front of property by CD 8-12-21.

Clearwell - changed out cl2 bottle #2 150 lbs. by CD, JB 8-17-21.

308 East Parsons - called 811 for locates so we can repair 2" main break by JB 8-19-21.

18228 Canopy Ln to 18200 Canopy Ln - locate water main and service lines for Midway Boring (Andrew Harvey 817-797-8756) laying cable by FZ, AM 8-20-21.

Browning and Lexington SW corner - raised 2 water valves to grade on SW corner for paving improvement project by CD, JB, AM 8-23-21.

Turn off day - shut off 30 services for non-pay by CD, JB, FZ 8-26-21.

Greenbury subdivision - Located utilities in the front easement on the north side of Canopy Ln. from address 18044 Canopy Ln. to 18004 Canopy Ln. for midway boring laying cable contact Andrew Harvey (817) 797-8756 by FZ, AM 8-23-21.

Greenbury subdivision - Located utilities in the front easement on the north side of Canopy Ln. from address 18100 Canopy Ln. to 18140 Canopy Ln. by FZ, AM 8-23-21.

Greenbury subdivision - Located utilities starting at 18212 Maxa Dr. locate entire front easement heading W/NW approximately 500 ft. through 18100 Maxa Dr. for midway boring contact Andrew Harvey (817) 797-8756 by FZ, AM 8-25-21.

Inspections

Lagos Section 2 and 3 - raising of castings water valves by DD 8-2-21.

Presidential Heights Phase 6 - water main and services by JL Gray construction by DD 8-9-21 to 8-13-21.

Ring Drive Lots 12 A and B (Holiday Inn Express) blocking on fire hydrant and service line to hydrant by JT, DD 8-13-21.

Presidential Heights Phase 6 - shut water main off for an hour (affected one customer notified customer 48 hrs. prior to making tie in) so JL Gray construction could install a valve by DD 8-19-21.

Lagos Phase 2 - Walk thru inspection by JL Gray Construction PG, DD 8-26-21.

Enclave north and south side - pressure test water main and services by DD 8-30-21.

Wastewater Monthly Report August 2021

For the month of August, the Wastewater Department had 2 service calls, 3 repair jobs, 16 maintenance jobs and 7 inspections.

Service Calls

505 North Burnet - sewer clog - jetted service and cleared by FZ,CD,AM 8-10-21.

13516 Nelson Houser - sewer clog - city side was clear notified customer by DD 8-23-21.

Repairs

429 West Parsons Behind Lion's Club - repaired two manholes re-cement manhole ring and lid by FZ,CD,AM 8-13-21.

12115 Greywacke Dr - replaced broken sewer clean out cap and lid by CD 8-13-21.

604 Samripa St. - (tap fees have been paid) made a new wastewater tap and installed a new clean out cap and lid on property line by CD,JB,AM 8-19-21.

Maintenance

Carriage Hills Lift Station - clean grease and rags out of lift station by FZ,CD,AM 8-3-21.

Gregg Manor to Parsons (behind Lion's club) locate wastewater for main marked with green flags and paint for JL Gray construction for Las Entradas project.

604 Samaripa St. - called for locates so we can make a new wastewater tap for empty lot in rear of property by CD 8-12-21.

Wilbarger Plant - ordered 4,500 gallons of Alum for Wilbarger Plant by RM 8-6-21.

Wilbarger Plant -ordered 4,500 gallons of Sodium Bisulfite for Wilbarger Plant by RM 8-6-21.

Wilbarger Plant -received load of Sodium Bisulfite 4,500 gallons for Wilbarger Plant by RM 8-13-21.

Wilbarger Plant-ordered DPD- Chlorine secondary standard kit for DR 900 meter at Wilbarger Plant current secondary standard kit expires in October 2021 by JT 8-17-21.

18228 Canopy Ln to 18200 Canopy Ln - locate wastewater main and service lines for Midway Boring (Andrew Harvey 817-797-8756) laying cable by FZ,AM 8-20-21.

Stonewater Lift Station - cleaned grease and rags out of lift station by JT,DD WWTS 8-19-21.

Presidential Heights Lift Station -cleaned grease and rags out of lift station by JT,DD WWTS 8-19-21.

Presidential Glen Lift Station on Woodrow Wilson St. -cleaned grease and rags out of lift station by JT,DD WWTS 8-19-21.

Presidential Glen Lift Station HWY 290-cleaned grease and rags out of lift station by JT,DD WWTS 8-19-21.

Greenbury subdivision - Located wastewater mains and services in the front easement on the north side of Canopy Ln from address 18044 Canopy Ln. to 18004 Canopy Ln. for midway boring laying cable contact Andrew Harvey (817) 797-8756 by FZ,AM 8-23-21.

Greenbury subdivision -Located wastewater mains and services located in the front easement on the north side of Canopy Ln. from address 18100 Canopy Ln. to 18140 Canopy Ln. by FZ,AM 8-23-21.

Greenbury subdivision - Located utilities starting at 18212 Maxa Dr. located the front side of easement heading W/NW approximately 500 FT through 18100 Maxa Dr. for midway boring contact Andrew Harvey (817) 797-8756 by FZ,AM 8-25-21.

Bell Farms Lift Station - received pump number 1 fail to start alarm - reset overload switch pump is back in operation by AM 8-27-21.

Training

Wilbarger Plant New Lab Equipment Training -SOPs and Bench Sheets for TSS, VSS, and Total Solids/ %Solids. Equipment check sheets for the balance, oven, desiccator and muffle furnace were discussed.

We calibrated and used the balance and pH meter by JT,RM,JR,GS 8-12-21.

Inspections

Lagos Section 2 and 3 -raising of castings wastewater manholes by DD 8-2-21.

13613 Allen Shivers St - inspect where city side meets customer side clean out plumber had made repairs by JT,DD 8-13-21.

Shadow Glen section 25 - raisings of the castings by JL Gray construction by JTY,DD 8-11-21.

Lagos section 4 and 5 - started construction on lift station by DD 8-11-21.

Lagos Phase 2 - Walk thru inspection by JL Gray Construction PG,DD 8-26-21.

Cottonwood wastewater treatment plant - pressure test wastewater mains with Excel Construction and DD 8-25-21.

Enclave north and south side - pressure test wastewater main and services vacuum test manholes by DD 8-30-21.