



MEMO

To: Mayor and City Council Members
From: Matt Woodard, Director of Public Works
Date: February 18, 2026
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 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 January, 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. Sean Anderson obtained his Wastewater Operator D License.

Population

City of Manor- 22,670
Shadowglen- 6,359

Water Usage

Manor Ground Water- 13.603 in Thousands
Manville- 11.251 in Thousands
EPCOR- 45.901 in Thousands

Total: 70.755 in Thousands

CITY OF MANOR
 CAPITAL PROJECT STATUS REPORT
 PUBLIC WORKS DEPARTMENT
 January 28th, 2026

PROJECT NAME	PROJECT DESCRIPTION	MONTHLY ACTIVITY	PERCENT CONSTRUCTION COMPLETE/PHASE
Manor Commercial Park WW Collection System 15072 – SOW No. 7 Tyler Shows	Phased wastewater collection system improvements for the Beltex area	Phase 1: Revegetation remains before project closeout. Phase 2: Working on design and permits for phase 2.	Phase 1 Construction Phase Phase 2 Construction Documents
Gregg Manor Road GST and Pressurization Facilities 15110 - SOW No. 10 Pauline Gray	Ground storage tank and water pressurization facilities for the EPCOR water delivery point The contractor is CC Carlton.	Contractor working on punch list. Pay app #22 needs to be reviewed and approved. Still working on SCADA issues.	Construction Phase
US 290 Water Line, CIP W-16 15110.01 - SOW No. 10 Pauline Gray	Water line extensions along FM973 and US 290	Precon with Manville held 12/18. Work will start after the completion of the 973 N waterline.	About to start construction.
Cottonwood Creek WWTP Phase II Expansion 15283 - SOW No. 9 Frank Phelan	Developer-funded expansion of the plant	Continue to monitor plant flows. Averages and % of Capacity: April 2025: 87,000 gpd or 44% May 2025: 97,000 gpd or 49% June 2025: 103,000 gpd or 52% July 2025: 114,080 gpd or 57% August 2025: 106,782 or 53% (inc. 2 calibrations) September 2025: 89,900 or 45% October 2025: 91,300 46% November 2025: 94,700 47% December 2025: 96,652 48% January 2025: 98,637 49%	Bid Documents 100%, Waiting for funding
Cottonwood Creek WWTP Phase III Grant Project 15130 - SOW No. 9A Frank Phelan	Tax Note: expansion of the Cottonwood Wastewater Treatment Plant	QA/QC being completed.	Design Phase Engineering

Gregg Lane Ground Storage Tank and Pressurization Facility 15318 - SOW No. 20 Pauline Gray	Contract approved at the September 7 Council Meeting.	Finalizing plans to 100%. Advertising for bid on Friday, January 30 th .	Construction documents at 95%
FY2022 Tax Note-Funded 973 North Water 15416 - SOW No. 23 Pauline Gray	Contract approved at the September 7 Council Meeting.	Precon was held on July 28. GBA provided the encroachment exhibit to Manville. Action items: Southern tie-in, Suncrest permanent repair	Under construction.
Wilbarger Creek WWTP Expansion Frank Phelan	Expansion of the existing Wilbarger WWTP from 1.33 to 2.0 MGD, sludge digestion, thickening, and dewatering.	Updated plans to 100%, performing QA/QC review.	100% Design Level
East Travis Regional WWTP Permit – SOW No. 31 Jose Castillo	TCEQ Permit application for Manor’s 98-acre site for East Travis Regional WWTP	Submitted to TCEQ on 01/2025. Waiting for comments from TCEQ. Still waiting on TCEQ. Preparing strategy for potential TCEQ hearings. 01/27	Permit application
Wilbarger Creek WWTP Permit Renewal – SOW No. 32 Pauline Gray	TCEQ Permit renewal application for Wilbarger Creek WWTP	Permit is under technical review.	Permit application
Emergency Generators – SOW No. 34 Frank Phelan	Emergency Generators for City Hall and Police Department	Waiting on authorization to go out for bid.	80%
Llano St. & Lampasas St. Interceptors – CP-WW-0003 16692 – SOW No. 40 Frank Phelan	Upgrade/upsized of existing sanitary sewer relief pipes, 18” to 36”	Updating plans and specs to 90%, QC 90% next two weeks and submit for City review in early February.	Design Phase
Manor – Waterline Upsizing Project – CP-WW-0002 16689 – SOW No. 38 Jose Castillo	Upgrade/upsized of the replacement of the existing 12” waterline with a 16” waterline between the intermediate tank to downtown.	We submitted to Public Works a 60% set of plans. GBA to schedule a meeting to go over the plans. 01/27	Design Phase
Manor – US Hwy 290 Waterline Crossing – 16690 - SOW No. 37	This new waterline tie-in will provide conveyance across US 290 from the	90% Design. Discuss possible funding for this project. Finalize to submit for the TxDOT bore permit.	90% plans

Pauline Gray	north side to the south side. This will provide system resiliency.		
Manor – 16" Bois d’Arc waterline project – 16691 - SOW No. 38 Pauline Gray	This project will create a waterline loop along Bois d’Arc Lane that will provide improved water quality, system reliability, and enhanced distribution system capacity.	Draft easement documents sent to Dianna for review. 60% plans have been completed.	60% plans
14667.04 - FY2025 Paving project Pauline Gray	This project is for the proposed paving improvements in Stonewater, Greenbury, and the Bois d’Arc reconstruction.	Bid opening held on December 30. The lowest bidder is Packsaddle Management. The project award will be on the February 4 agenda.	Out for bids
14667.15 - MS4 Pauline Gray	MS4 misc. Work and permit renewal	Working with City on annual report.	Annual report.

Streets, Parks, Cemetery, and Community Engagement January Monthly Report

Daily Duties and Projects

Streets Maintenance

Pothole repairs on Andrew Johnson Dr, Herbert Hoover Rd, Grover Cleveland Way, Andrew Jackson St, Abigail Filmore Rd, Andrew Johnson Dr, E Boyce, N Lagrange, Constellation Dr, Kimbro West, and Wedding Dr.

Worked Ice Event

Restriped our section of the fire lane at the medical tower, to brighten up the red.

Removed trees at Medical Tower Creek.

Placed two speed limit signs on Manor Crossing.

Placed two speed limit signs on Manor Commerce Blvd.

Repaired stop signs on E. Lane and N. Lagrange.

Repaired stop signs at Strata Rd. and Riprap Dr.

Repaired stop signs at Tuff Rd and Johnson Rd.

Worked together, power washing the new PD location.

Parks/ROW

Removed and put away Christmas decorations.

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

Set up for the MLK event at Jennie Lane Park.

Take down for the MLK event at Jennie Lane Park.

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.

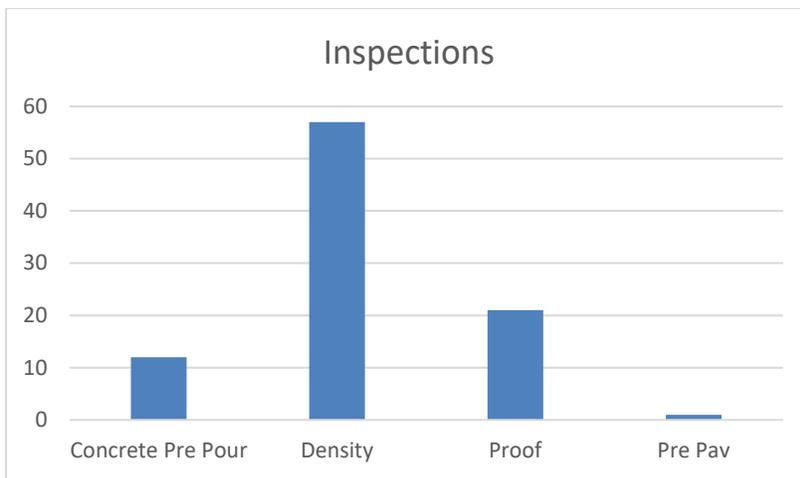
Scheduled weekly (ROW) Right of Way mowing.

Weekly vehicle and equipment check and maintenance.

MS4 Storm drain inspections monitored New/Construction under warranty

777 - Inspections done this month.

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



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

Lagos Phase 3 – building

Holley Smith Phase 1A – building

Manor Heights Phase 4 – building

Holley Smith Phase 1B – building

Manor Heights Phase 5 – development process

Logos Phase 3

Manor Heights Phase 3 Section 2

Village at Manor Commons Phases 3 & 4- building

The View at Manor – building

Palomino Subdivision – building

Manor Heights 4A and 4B

Las Entradas Section 4 – waiting to build

Manor Heights Phase 4

Manor Heights Phase 5

Palomino	Landmark - building
Monarch Ranch Subdivision Improvements – building	Las Entradas Phase 4
Monarch Ranch Amenity Center – building	Platinum 973 Business Center – building
HTEaO – building	Okra Phase 1 – south of Monarch Ranch – Waiting
Manor Mini storage – waiting to build	Tower Road Apartments – off Tower Road – building
The Lex – building	Manor Heights Ph 6 – site disturbance plans – waiting
Presidential Storage – building	Popeyes – waiting
Tesla Charging Stations – waiting	Duque Estates – building
Boyce Street mixed-use apartments- building	Brakes Plus – Las Entradas North – building
Amavi Manor – waiting to build	RBFCU
Al Noor Muslim Center – waiting to build	Walmart EV Charging station- waiting
MiniMax – building	
New Haven, Mass, Grading – waiting	
Abbott’s Frozen Custard – waiting	

Cemetery Report

January 2, 2026 – Met with Craig Zimmerhanel of San Gabriel Monuments to get a quote for the repair of a fallen headstone.

January 5, 7, 12-13,24,27,30 – Monitored the cemetery.

January 7, 2026 – Monitored the cemetery.

January 10, 2026 – Met with family who’s relative is buried at the cemetery. Looking for sites to be buried next to the family member. The City of Manor is not currently allowing reserved sites to be buried.

January 20, 2026 – Received a request of burial site for Cam’ron Perkins. Coordinated with his sister, Eyeisha Young, for the burial service on February 7, 2026.

Community Engagement Report

January Events

MLK JR. Day

Date: Monday, January 19, 2026

Time: 9:00am to 11:00am

Location: Jennie Lane Park, 102 E Rector St, Manor, TX

Description: The celebration began at City Hall at 9 AM with the Freedom Walk to Jennie Lane Park, followed by an MLK JR. Day ceremony until 11 AM.

This family-friendly event featured a guest speaker, kids' activities, and vendors, as we celebrated Dr. King Jr's legacy and committed to building a stronger, more united community.

The number of attendees = 53

January Event Meetings

Date: Wednesday, January 7, 2026

Description: This meeting was with SiAcoustics who are a marketing/advertising company that would like to explore coming to Manor Palooza. The company comes out with QR Codes, a teleprompt, speakers and helps promote the city's next event or details we would like to share at Manor Palooza. We would provide the company with a script, and they would record the details.

Date: Wednesday, January 7, 2026

Description: Council Meeting to discuss all dates, times, and locations for a better understanding of 2026 events.

Date: Wednesday, January 14, 2026

Description: This meeting was with Bradley Eaton of Eaton Events. They were the company/business that were at Manor Palooza for the beer garden.

Date: Wednesday, January 14, 2026

Description: This meeting was with Derrick White and his event Manor Community Day & 5K. This was the initial meeting to go over details of the event and to establish responsibilities.

Date: Thursday, January 22, 2026

Description: This meeting was with Manga Marvel and Morsels with a potential partnership with the City of Manor at an Anime convention. But after meeting with Amos, the event had already been contracted at the Travis County Expo center for the next 5 years.

Date: Friday, January 23, 2026

Description: This meeting was with St. Joseph Catholic Church on a partnership to combine the City's Hispanic Heritage and the church's Fiesta event.

Date: Tuesday, January 27, 2026

Description: This meeting was with Kevin Stewart as a partner for the Juneteenth event. Bringing this event bigger and better with more fun filled activities, music in celebration to Juneteenth.

WATER/WASTEWATER JANUARY MONTHLY REPORT

WASTEWATER	TASK COMPLETED
SERVICE CALLS	8
LIF STATION CALLS	8
SEWER BACKUPS	1
MANHOLES REPAIRED	
CAMERA LINES	
SEWER SMELL	1
CLEANOUT REPAIRS	
JOBSITE CLEANUP AND RESTORATION	4
PUMP AND MOTOR REPAIR	5
JOB CLEANUP AND RESTORATION	5
WATER	TASK COMPLETED
SERVICE CALLS	101
SERVICE LEAKS	
CUSTOMER LEAKS	12
WATER MAIN LEAKS	1
WATER LINE REPLACEMENT	
HYDRANT MAINTENANCE	5
HYDRANT FLUSHED	
HYDRANT REPAIR/REPLACED	5
ISOLATION VALVE MAINTENANCE	
ANGLE STOPS REPLACED	1
LINES LOCATED	5
SERVICE DISCONNECT/RECONNECT	17
LOW PRESSURE	6
JOBSITE CLEANUP AND RESTORATION	1
INSPECTIONS	
SITES INSPECTED	907
PRE CONS	1
FLOW TEST	1
TAPS	3
MANDREL TESTED	407
DENSITIES	107
WATER LINES INSTALLED	533'
WATER VALVE INSTALLED	1
MANHOLES TESTED	2