



# MEMO

To: Mayor and City Council Members  
From: Mike Tuley, Director of Public Works  
Date: July 20, 2022  
**RE: June Monthly Report**

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## **Public Works Department**

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

In June, the Public Parks and Maintenance Department mowed all city facilities, alleys, and right of ways. They cleaned and maintained all 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 June, 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 June, 29 % of the water we supplied to our residents was from our wells, and we purchased 71 % from EPCOR and Manville WSC.

### **Subdivision Inspections**

- Street Inspections- 36
- MS4 – 20 Inspection per working day.
- Water Inspections- 4
- Wastewater Inspections- 18

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

PROJECT NAME	PROJECT DESCRIPTION	MONTHLY ACTIVITY	PERCENT CONSTRUCTION COMPLETE/PHASE
<del>Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 1</del>	<del>Wilbarger WWTP, Onsite LS, Public Works Bldg.</del>	Project closeout	100%
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2	Creekside Lift Station improvements, Carrie Manor Lift Station	Carrie Manor Lift Station - Station energized, startup has taken place; contractor working on punch list items. The lift station is online.	99%
Cottonwood Creek Wastewater Treatment Plant	200,000 GPD wastewater treatment plant and lift station	Lift station start up complete; contractor working on punch list; WWTP plant startups took place on May 18 <sup>th</sup> and May 25 <sup>th</sup> . Contractor working on punch list items.	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 on final electrical work at lift station to commission system.	99%
FM973 Water & WW Lines	12" water line and 12"/15" gravity wastewater line in FM 973	Final walk-through to be conducted Thursday, July 7.	Construction Phase – Construction approx. 99% complete.
Bastrop/Parsons Gravity Main	12" gravity wastewater main	Change order was approved on June 1 <sup>st</sup> council meeting. Final change order will be needed to closeout project. Waiting on information from City regarding work on wastewater services.	99%
CIP W-15 FM973 WL	12" Water Line from downtown to Manor Commons area	Construction has been stopped due to missing easement. Contractor will start back up once easement is in place. The Condemnation should have been filed July 1.	Construction 85% complete.

Pavement Management Program	Pavement Assessment and Management Program	Began working on Phase 2. Working on updating list for FY2022 paving projects.	Phase 2 – 10% complete
I&I Program	Phase 1 and Phase 2 Inflow and Infiltration Program	Final report presented to Council on April 6 meeting. Summary of results submitted to PW Executive Summary provided to PW.	Phase 1 – complete Phase 2 –complete
Cottonwood Creek Phase 2 Wastewater Line Extension	Northern extension of gravity wastewater line in Cottonwood Creek Basin	Construction has been halted due to issue with easement.	Construction Phase
Manor Commercial Park WW Collection System	Phased wastewater collection system improvements for Beltex area	Surveying is happening this week and next.	Construction Documents
Gregg Manor Road GST and Pressurization Facilities	Ground storage tank and water pressurization facilities for the EPCOR water delivery point	Received survey July 1. Working on updating site layout as well as specifications for submittal to TCEQ.	Working on Construction documents.
FM 973 and US 290 Water Lines, CIP W-15 & W-16	Water line extensions along FM973 and US 290	Working on ROEs and preliminary engineering	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 under City Review, final design under way	Preliminary/Design Engineering
FY 2021 Paving Improvements Project	Capital Metro BGA and City-Funded paving improvements	Construction began on May 5.	Under construction.
Cottonwood Creek West Tributary WW Improvements	Wastewater CIP Line in Cottonwood Creek West Tributary Basin	Preliminary Engineering under internal review. Waiting for survey.	Preliminary Engineering
Cottonwood Creek Grant Project	Grant funded expansion of the Cottonwood Wastewater Treatment Plant	Follow up with Gandolf	Preliminary Engineering

## **Streets and Parks Monthly Report June 2022**

### **Daily Duties and Projects 6-1-2022 / 6-30-2022**

Street Maintenance- Started removing asphalt and replaced base on E. Rector St for paving project.

Street Maintenance – Placed gravel on E. Townes St. for paving project.

Street Maintenance – Started taking wooden spoons to High School on for 4<sup>th</sup> of July event.

Streets Maintenance – Hung 8 banners for 4<sup>th</sup> of July Event.

Streets Maintenance – Shredded land North of 4<sup>th</sup> of July event for help with fire prevention.

Streets Maintenance – Placed new street names signs.

Streets Maintenance- Repaired sunk spot with asphalt on Voelker Ln.

Streets Maintenance - Repaired down stop sign on Voelker Ln.

Streets Maintenance - Placed new banners along Lexington St.

Street Maintenance- Repaired granite rock washouts from rain at bocce courts at Timmermann Park.

Streets/Parks Maintenance - Staff attended Reset the Clock classes.

Parks/Streets Maintenance – Moved storge items at Cube Smart Storage.

Parks Maintenance – Setup/take down for Movies in the Park along with Juneteenth Event.

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

Parks Maintenance – Mowed cemetery for Father’s Day.

Parks Maintenance- Cut and removed fallen tree in alley from storm in alley near Browning St. & LaGrange St.

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 at 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**

-36 locations inspected once a day.

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

### **Concerte Pre pour Inspection**

Logos Phase 4 & 5 – 0 inspections

Logos Phase 3 – 2 inspections

Palomino – 5 inspections

Shadowview Sec 3 Hill Ln – 0 inspections

Manor Heights Phase 2 – 0 inspections

Manor Heights Phase 3 – 20 inspections

Manor Heights Phase 6 – 0 inspections

Logos Village Clusters – 0 inspections

Presidential Heights Phase 6 – 0 inspections

StoneWater Phase-3 – 0 inspections

Village of Manor Commons Phase 2 – 8 inspections

Village of Manor Commons Phase 4 – 6 inspections

### **Density Test**

Lagos Phase 4 & 5 - 0 inspections

Manor Heights Phase 3 – Sec 2 - 5 inspections

Manor Heights Phase 2 Sec 2 – 0 inspections

Presidential Heights Phase 6 – 0 inspections

Shadowview Sec 3 Hill Ln – 0 inspections

Stonewater Phase-3 – 0 inspections

Manor Commands Phase 2- 0 inspections

Manor Commands Phase 3- 0 inspections

Manor Commands Phase 4 & 5- 4 inspections

Palomino – 0 inspections

Lagos Phase 3 - 4 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 - 5 inspections  
Shadowview Sec 3 Hill Ln – 0 inspections  
Village of Manor Commons Phase 2 – 0 inspections  
Village of Manor Commons Phase 4 -0 inspections  
Stonewater Phase-3 – 0 inspections  
Palomino – 1 inspection  
Logos Phase 3 – 5 inspections  
Street paving project - 8

## **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

## **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 - 1 inspection  
Palomino – 4 inspections

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

Presidential Heights Phase 3 – homes are still being built.

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 – 1 -year walkthrough has been done, contractor in process of repairs.  
September 2021 still waiting.

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, contractor in process of repairs.  
November 2021 still waiting.

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- development process.

Manor Heights Phase III Sec. 2 – development process.

Manor Commons wastewater and water improvements in process.

Logos Phase 4 and 5 in development process.

Logos Phase 4 and 5 walkthrough punch list prebuilding February 2022

Lagos Phase 2- homes are being built.

Logos Village Clusters in building process.

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

Shadowglen Phase 2 Sec 25 & 26 walkthrough punch list. September 2021 still waiting.

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.

## **Water Monthly Report June 2022**

For the month of June, the Water Department had 40 service calls, 4 repair jobs, 2 maintenance and 4 inspections.

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

### **Repairs**

Conner of Wheeler and Lampasas St.- Fire hydrant leak has been repaired 6/8/22.

12749 St. Mary- Meter washer was causing leak. Washer has been replaced and leak has been repaired.

Clear Well- A small leak on feeder injector service pipe 6/30/22.

### **Maintenance**

Browning and Burnet- Made square concreted casing for valve 6/6/22.

Painted water valve blue at Wildhorse Creek 6/30/22.

### **Inspections**

Stonewater 2-year warranty for phase 2 north check for any repairs needed 6/1/22

BACT samples at 11504 Burton, 501 North Caldwell, 12304 Water ford, 13316 Nelson Houser, and 18212 Canopy. 6/6/22.

BACT Samples at 510 E. Wheeler, 16613 Trevin Cove, 12414 Timber Arch, 18212 Canopy, and 13301 Pine Needle 6/21/22.

Lagos- pulled the last 150 feet of Mandrels, all testing is done in Lagos including Bac T.



## Wastewater Monthly Report June 2022

For the month of June, the Wastewater Department had 5 service calls, 4 repair jobs, 2 maintenance jobs and 18 inspections.

### Service calls

18108 Topsail- Resident called to report sewer backup. Upon arrival city side was clear.

11401 Liberty resident called after hours to report a sewer back up. City side has been cleared by jet machine. 6/15/22

603 S Samaripa St- Resident called to report a sewer back up. Wastewater line has been cleared customer has been notified. 6/27/22.

12724 St. Mary Dr.- Customer called to report a sewer back up. Line was clear upon arrival. Line will be camera. Repairs will be made if determined break in line is on city side. 6/27/22

13504 Charles Abraham- Resident called to report a broken clean out lid. Clean out lid has been replaced. Customer has been notified. 6/27/22

### Maintenance

Cleaned wastewater lines with jet machine in town. 6/28/22

Cleaned wastewater lines with jet machine in Hamilton point. 6/28/22

### Repairs

13308 Marie Ln.- Sewer service line has been repaired. 6/3/22

11600 Herford- Sewer service line has been repaired. 6/3/22

18108 Topsail- Clean out line has been repaired. 6/14/22

11401 Liberty St.- Sewer service line has been repaired. 6/27/22

### Inspections

1. Chasco laid 8-inch wastewater main. Added marking tape and bedding. 6/8/22 to 6/10/22
2. R Construction laid out manholes and 12-inch pipe getting ready to start pipe. 6/8/22 to 6/10/22
3. Pulled mandrels at Lagos phase. 3 6/10/22
4. Manor Heights phase 4- laying manholes and 8" sewer pipe, getting ready to start laying pipe on Wednesday. 6/14/22 to 6/17/22
5. Chasco- is laying new 8" wastewater main. Bedding looks good 6" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. 6/15/22
6. R Construction- is laying new 12" wastewater main. Bedding looks good 12" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. 6/15/22 to 6/17/22
7. Chasco- is laying new 8" wastewater main. Bedding looks good 6" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. 6/21/22 to 6/24/22

8. Manor Heights phase 4- is laying new 8" wastewater main. Bedding looks good 6" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. 6/21/22 to 6/24/22
9. R Construction- is laying new 12" wastewater main. Bedding looks good 12" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock 6/21/22 to 6/24/22
10. Guerrero Construction- Pulled Mandrels from N. Bastrop st all the way to Manor Lions club, all passed. 6/24/22
11. R Construction- is laying new 12" wastewater main. Bedding looks good 12" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. 6/27 to 6/30 /22
12. Guerra Construction – Pulled mandrels on north Bastrop Street from west parsons to west wheeler. It Passed 6/27/22
13. Guerra Construction – did low pressure testing at W. Parsons and Manor Lions Club to north Bastrop Street. It Passed 6/28/22
14. Walk Through on Manor Heights off old Kimbro 6/29/22 6/30/22
15. Manor Heights phase 4- is laying new 8" wastewater main. Bedding looks good 6" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. Also laying wastewater services 6/29/22
16. Chasco- is laying new 8" wastewater main. Bedding looks good 6" on each side and 6" on the bottom and 12" on top along with the sewer tape on top of rock. Also laying wastewater services 6/30/22
17. Located 12 in water main on Gregg Road for about 1/3 of a mile. 6/30/22
18. Finished Punch list for Manor Commons. 6/30/22