



# MEMO

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

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## **Public Works Department**

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

In the month of 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. In August, 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. In August, the Wastewater Department performed daily maintenance on the wastewater plant. They cleaned and unstopped wastewater mains.

### **Water Production & Purchase**

In the month of August 40% of the water we supplied to our residents was from our wells, and we purchased 60% from EPCOR and Manville WSC. In August, the estimated population of residents in the City of Manor is 14,911. Estimated population for ShadowGlen is 4,343 residents.

### **Subdivision Inspections**

- Street Inspections- 13
- Water Inspections-
- Wastewater Inspections- 5

## **Streets and Parks Monthly Report August 2020**

### **Daily Duties and Projects 8-1-2020 / 8-31-2020**

- Asphalt repair at 12103 Waterford Run Way.
- Curb raised at 12103 Waterford Run Way.
- Trimming trees in alleys in Old Town.
- Prepping Hamilton Point Park land for playscape installation.
- Filled cracks on Bois D Arc Ln.
- Repaired potholes in Old Town.
- Continued street pavement repairs on Wheeler St. between N. Caldwell St. and N. Bastrop St.
- 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 5 Contractor in development process. The city will continue their regular site inspections to ensure all contractors are following the rules that are in place.

Presidential Heights Phase 3&4 – homes are being built.

Stonewater North Phase 3- Homes are being built.

Stonewater North Phase 2- Homes are being built.

Lagos Phase 1- Homes are continuing to go up and regular inspections are done on a weekly basis.

Manor Commons- phase 1- 1year walkthrough has been done, contractor in process of repairs.

Manor Commons – phase homes are still being built.

Manor Commons Apartments – still in building process.

Ring Drive – 1-year 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.

Grass Dale Manor Apartment - is in development process.

Manor Grand Apartments - is in development process.

## Water Monthly Report August 2020

For the month of August, the Water Department had 46 service calls, 6 repair jobs, and 3 maintenance jobs.

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

### Repairs

20020 Woodrow Wilson - repaired 2016 American Darlin Fire Hydrant - hydrant was leaking from bottom- replaced seat by SF,JT 8-3-20.

13201 Pine Needle- 2010 clow fire hydrant - hydrant had no flow when opened- had to replace valve- stem back in operation by SF,JT 8-3-20.

200 W. Parsons - repaired an 8" main break by FZ,CD,AM 8-20-20.

Carrie Manor and Lockhart St. - repaired a 6" main break used 6" full circle repair clamp by FZ,CD,DD 8-22-20.

509 N. Lexington - fire hydrant leaking - overhauled fire hydrant replaced seat by SF,CD 8-24-20.

509 N. Lexington - replaced 6" valve on lead line to fire hydrant by FZ,CD,AM 8-27-20.

### Maintenance

Ordered a pack of 1000 powder pillows 10 m/l free cl2 testing pillows from USA Bluebook for cl2 kits in trucks unit numbers 403,412 and 419 by JT 8-6-20.

Capitol Bearing- take suction hoses (had leaks) for 3" trash pumps to get repaired by CD,AM 8-6-20.

19309 Smith Gin - repainted faded fire hydrant red by DD 8-10-20.

## Wastewater Monthly Report August 2020

For the month of August, the Wastewater Department had 5 service calls, 5 repair jobs, 8 maintenance jobs and 7 inspections.

### Service Calls

409 N. Bastrop- sewer clog - jetted city side service and cleared- left door tag to notify customer by CD 8-10-20.

307 West Browning - customer wanted to know if clean out is neighbor or her side showed customer which side is which by AM,AB 8-11-20.

13237 Forest Sage - sewer clog - ran jet machine and cleared service- notified customer by FZ,CD,AB 8-21-20.

307 E. Carrie Manor - sewer clog -ran jet machine and cleared service-notified customer by FZ,CD,AB 8-21-20.

13500 Constellation - sewer clog -ran jet machine and cleared service also called locates-notified customer weekend after hours call by CD 8-23-20.

### Repairs

11406 Liberty -repaired 6" service line where customer side meets the city side and replaced clean out cap and lid by CD,DD,AB 8-5-20.

Stonewater Lift Station - Pump Solutions repaired pump number 1 and it is back in operation by JT,AM 10-12-20.

801 N. Burnet - replaced broken clean out cap and lid by AB 8-18-20.

505 North Lexington - repaired 6" service line where customer side meets the city side and replaced clean out cap and lid by FZ,CD,AM 8-18-20.

Wildhorse Creek Lift Station - replaced bad transducer in lift station by Pump Solutions 8-27-20.

### Maintenance

Wildhorse Creek Lift Station-filled hydrogen peroxide tank from 140 gallons to 340 gallons total 200 gallons by JT 8-3-20.

Bell Farms Lift Station -filled hydrogen peroxide tank from 115 gallons to 340 gallons total 225 gallons by JT 8-3-20.

Presidential Glen Lift Station -filled hydrogen peroxide tank from 200 gallons to 340 gallons total 140 gallons by JT 8-4-20.

Stonewater Lift Station -filled hydrogen peroxide tank from 200 gallons to 340 gallons total 140 gallons by JT 8-4-20.

Wilbarger Plant-ordered two 300-gallon totes from Brenntag of alum for Wilbarger Plant by JT 8-7-20.

104 South Bastrop - locate utilities marked wastewater main and service with green paint so that Bluebonnet Electric could replace pole number 321793 by JT,DD 8-19-20.

Wilbarger Plant-ordered two 300-gallon totes from Brenntag of alum for Wilbarger Plant by JT 8-18-20.

Wilbarger Plant- ordered 6 150 lb. cl2 bottles form Brenntag for Wilbarger Plant by JT 8-27-20.

Wilbarger Plant-ordered two 300-gallon totes from Brenntag of alum for Wilbarger Plant by JT 8-27-20.

## **Inspections**

Manor Heights Phase 1 - wastewater mains and services by JL Gray by JT 8-3-20 to 8-7-20.

Manor Heights Phase 1 - pressure test mains, and vacuum test manholes by DD 8-12-20.

Manor Heights Phase 1 - pressure test mains, and vacuum test manholes by DD 8-13-20.

New Wilbarger Plant -with Excel Const.- pressure test high pressure main from lift station to head of Plant passed by JT 8-14-20.

New Wilbarger Plant- with Excel const. - vacuum test manholes by DD 8-14-20.