



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: September 21, 2022
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, 43 % of the water we supplied to our residents was from our wells, and we purchased 57 % from EPCOR and Manville WSC.

Population

City of Manor- 18,687

Shadowglen- 6,348

Subdivision Inspections

- Street Inspections- 38
- MS4 – 20 Inspection per working day.
- Water Inspections- 9
- Wastewater Inspections- 10



MEMO

CITY OF MANOR
CAPITAL PROJECT STATUS REPORT
PUBLIC WORKS DEPARTMENT
September 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, the startup has taken place; the contractor working on punch list items. The lift station is online. O&Ms are being reviewed. | 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 th and May 25 th . The contractor is working on punch list items. 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 on the final electrical work at the lift station to commission system. Per City Staff the account has been set up, they will need to contact BEC to energize the station so the startup can commence. | 99% |
| FM973 Water & WW Lines | 12" water line and 12"/15" gravity wastewater line in FM 973 | Final acceptance issued. Final pay application for retainage sent to City. | 100% Complete. |
| Bastrop/Parsons Gravity Main | 12" gravity wastewater main | Contacted contractor regarding trench failure issues. No response yet. This will need to be addressed before project can be closed out. | 99% |
| CIP W-15 FM973 WL | 12" Water Line from | Construction has been stopped | Construction 85% |

| | | | |
|--|---|---|------------------------------------|
| | downtown to Manor Commons area | due to missing easement. Condemnation hearing set for September 19, 2022. | complete. |
| Pavement Management Program | Pavement Assessment and Management Program | Began working on Phase 2. Provided City Staff lists for FY2022 projects. | Phase 2 – 15% complete |
| Cottonwood Creek Phase 2 Wastewater Line Extension | 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. Survey demand letter scheduled for week Sept. 19 th | Construction Phase |
| Manor Commercial Park WW Collection System | Phased wastewater collection system improvements for Beltex area | Surveying is complete and data was received on August 26th. Process in verifying the site layout. | Construction Documents |
| Gregg Manor Road GST and Pressurization Facilities | Ground storage tank and water pressurization facilities for the EPCOR water delivery point | Working on updating site layout as well as specifications for submittal to TCEQ. An easement will be required for crossing Shadowglen Golf Course driveway. | 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 preliminary waterline 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 are under City Review, the final design is underway. Development changes affected design flow and new LUEs estimated at Bell Farms. | Preliminary/Design Engineering |
| FY 2021 Paving Improvements Project | Capital Metro BGA and City-Funded paving improvements | Caldwell and Bastrop along with City prepared streets have been paved. Work on Parsons to start week of September 5. The contractor has TCP for Parsons, and work is to begin on August 29 th . Will be looking at black base for use along Parsons. | Under construction. 65% complete. |
| Cottonwood Creek West Tributary WW Improvements | Wastewater CIP Line in Cottonwood Creek West Tributary Basin | Preliminary Engineering is under internal review. Surveying underway. | Preliminary Engineering |
| Cottonwood Creek WWTP Phase II Expansion | Developer funded expansion of the plant | Internal kickoff meeting scheduled this week | Project Mobilization |
| Cottonwood Creek WWTP Phase III Grant Project | Grant funded expansion of the Cottonwood Wastewater Treatment Plant | Actively working with Gandolf. We will set up another meeting to confirm his service | Preliminary Engineering |

| | | | |
|-------------------------------------|--|--|----------------------|
| 210 Reuse Authorization Application | Application for reclaimed water authorization for the Cottonwood Creek WWTP as part of Lease/Purchase Contract | Development of submittal package under way | Application Assembly |
|-------------------------------------|--|--|----------------------|

Streets and Parks Monthly Report August 2022

Daily Duties and Projects 8-1-2022 / 8-31-2022

Street Maintenance

Water cut repair at Browning and Gregg St. Prepped and repaired with asphalt.

Prepped and paved parking area behind Public Works building.

Patched potholes on Athens, E. Brenham, S. Bastrop, E. Carrie Manor, Sun Crest, Gregg, Gregg Ln, Indian Oak, Bois D Arc, Johnson Rd, San Marcos St.

Stop sign repair at E. Carrie Manor and Lockhart St. and E. Carrie Manor and S. San Marcos.

Water cut repair at Athens St. Prepped and repaired with asphalt.

Placed 3 new banners along Lexington St.

Streets/Parks Maintenance

Sidewalk repair and replace from water cut.

Repaired 30 mph speed limit sign on Parsons St.

Replaced concrete slab around flagpole.

Weekly table setups and take downs at city hall as requested.

Parks Maintenance

Cut and chipped 2 trees that had fallen from storm in alley near Burton St.

Closed Bocce courts in Timmerman Park per ADA safety complaints.

Ordered shade structure Carriage Hills Park

Ordered swing set and shade structure for Greenbury Park.

Ordered shade structures for Bell Farms Park

Repainted Jennie Lane Restrooms, Pavilion, and Gazebo.

Ordered new playscape and shade structure for Timmerman Park to be placed West of Bocce Courts.
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 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

-38 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 – 4 inspections

Manor Heights Phase 2 – 2 inspections

Manor Heights Phase 3 – 1 inspection

Manor Heights Phase 6 – 0 inspections

Manor Heights Town Homes – 8 inspections

Presidential Glen Commercial WW – 0 inspections

Presidential Heights Phase 6 – 0 inspections

Density Test

Manor Heights Phase 3 – 0 inspection

Manor Heights Phase 2 Sec 2 – 0 inspection

Presidential Heights Phase 6 – 0 inspection

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- 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 – 4 inspections
Street paving project - 2

Pre-Pave Inspections

Logos Phase 3 – 1 inspection
Manor Heights Phase 2 Sec 1 – 0 inspection
Manor Heights Phase 6 – 0 inspection
Presidential Heights Phase 6 – 0 inspection
Manor Heights Phase 3 Sec 1 – 0 inspection
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

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 – 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- ready to build homes

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

Manor Commons wastewater and water improvements in process.

Logos Phase 4 homes are being built.

Logos Phase 5 waiting to build houses.

Logos Phase 4 and 5 walkthroughs has been done, contractor in process of repairs.

Lagos 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 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.

Presidential Glen Commercial WW – in development process.

Water Monthly Report August 2022

For the month of August, the Water Department had 42 service calls, 5 repair jobs, 7 maintenance and 9 inspections.

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

Repairs

101 Caldwell St.- Water service leak has been repaired. 8/3/22
101 N. Bastrop St.- 6-inch water main break has been repaired. 8/11/22
300 block on Wheeler St.- 6-inch water main break has been repaired. 8/12/22
501 E. Boyce St.- Water service leak repair. 8/23/22
12845 Chime- Curb stop has been repaired 8/26/22

Maintenance

Dead end Flushing in Presidential Glen, Greenbury and downtown Manor. 8/4/22
Bac T samples 11504 Burton, 501 N. Caldwell, 12304 Waterford, 13316 Nelson Houser, and 18212 Canopy. 8/8/22
Dead end Flushing Wildhorse Creek and Presidential Heights. 8/11/22
Bac T Samples 510 E. Wheeler- 16613 Trevin, 12414 Timber Arch, 18212 Canopy, and 13301 Pine needle.
Dead end Flushing Carriage Hills and Bell Farms. 8/18/22
Dead end flushing Hamilton Point and Stonewater. 8/25/22

Inspections

Located water lines on Parsons and San Marcos. 8/10/22
Located water lines on Parsons. 8/23/22
Chasco Construction laid new 8-inch water main. 8/15/22
Practice shut off for 16in water main on W. Parsons St. Two vales shut off the line, one in front of city shop and the other one is in front of the Manor ISD bus barn. 8/22/22
Shadow View (Cash Construction) – Final fire hydrant valve replacement. 8/24/22
Bank of America – Dug 1-8in hot tap, 1-6in hot tap and 1-2in hot tap. 8/25/22
Cavayoo (Gregg Manor) – Dug 16in main getting ready for hot tap tomorrow morning. 8/25/22
Cavayoo (Gregg Manor) – Dug 16in hot tap everything went well. Went halfway across the road with 12in pipe going to do the rest Monday morning. 8/26/22
Bank of America – laid 60 feet of 8in PVC water main pipe. 8/26/22

Wastewater Monthly Report August 2022

For the month of August, the Wastewater Department had 11 service calls, 6 repair jobs, 4 maintenance jobs and 10 inspections.

Service Calls

13609 Clara Martin- Resident called to report sewer clean out is missing. Cities clean out has been replaced. Customer has been notified.

13320 Mizzen- Resident called to report a sewer back up. Line has been cleared. Customer has been notified. 8/11/22

Old Hwy 20- Resident called after hours to report a sewer back up. City side is now clear of blockage. Customer has been notified. 8/13/22

14409 Almondine- Resident called to report a sewer back up. City side was clear upon arrival. Customer has been notified. 8/15/22

12804 Meachum Ln.- Resident called to report a sewer back up. Sewer back up is on customer side. Customer has been notified. 8/17/22

11411 Morgan Pt.- Resident called to report a sewer back up. Sewer back up has been cleared. Customer has been notified. 8/17/22

11503 Hereford- Resident called to report a sewer back up. Sewer back up was clear upon arrival. Customer has been notified. 8/18/22

13208 Marie Ln- Resident called after hours to report a sewer back up. Sewer back up has been cleared. Customer has been notified. 8/22/22

16724 Trevin Cove- Resident called to report a sewer back up. Line was clear upon arrival. Customer has been notified. 8/23/22

12817 Wedding Dr.- Resident called to report a sewer back up. Line was clear upon arrival. Customer has been notified. 8/25/22

13232 Clara Martin- Resident called after hours to report a sewer back up. Sewer back up is on customer side. Customer has been notified. 8/25/22

Repairs

11807 Athens- Sewer service has been repaired on city side. 8/3/22

304 N Lampasas- Sewer clean out has been installed. 8/17/22

11503 Hereford- Sewer service has been repaired on city side. 8/18/22

11406 Morgan Pt.-Sewer service has been repaired on city side. 8/22/22

Fire Department- City clean out has been replaced with a new clean out lid. 8/22/22

13208 Marie sewer service has been repaired on city side. 8/23/22

Maintenance

Bleach delivered to Wilbarger WWTP. 8/4/22

Alum delivered to Wilbarger WWTP. 8/25/22

Wild Horse Creek lift station pump has been cleared of debris. 8/31/22

Jetted 10in wastewater main between Greenbury and US-290 about 1000feet of pipe, a lot of grease was found inside of the pipe. 8/26/22

Inspections

Camera lines on Parsons for Guerrero Constructions. 8/2/22

Located lines for wastewater on Parsons and San Marcos. 8/10/22

Guerrera Construction camera two wastewater services that were repaired last week. 8/15/22

Bandera Construction laid 4-inch force wastewater main. 8/15/22 to 8/19/22

JL Gray Manor Heights Phase 4 coated manholes. 8/15/22

Inspecting manholes that need to be repaired. 8/16/22

Pressure test lines and manholes with JL Gray Manor Heights Phase 4. 8/17/22

Manor Heights Phase 4 (JL Gray) – laying new 6in double and single wastewater services. 8/22/22

Bandera Construction – Laid 4in forced main on hill lane. 8/22/22 to 8/26/22

Manor Heights (JL Gray) – Laid 6in sewer main and laid double wastewater services, in Phase 4.

8/25/22