



MEMO

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

Public Works Department

Street and Public, Parks, and Maintenance Department

In November, 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 November, 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 November, 54% of the water we supplied to our residents was from our wells, and we purchased 46 % from EPCOR and Manville WSC.

Population

City of Manor- 15,019

ShadowGlen- 5,293

Subdivision Inspections

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

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 November 2021

Daily Duties and Projects 10-1-2021 / 10-30-2021

Street Maintenance – repaired and replaced stop signs at Parsons St. & San Marcos St.

Street Maintenance - filled potholes @ N Bastrop St, W. Brenham St, Smith St, Abrahamson Rd, Bois D Arc, Gregg Manor, James Manor.

Street Maintenance- repaired and replaced stop sign down at E. Brenham St & Bastrop St.

Street Maintenance – crack sealed Navasota St, Athens St @ Liberty St.

Street Maintenance – MS4 training for staff.

Street Maintenance- placed Christmas lights at City Hall, Jennie Lane, PD, and Art Park.

Street Maintenance- leveled up lot near Art Park for New Year's event.

Streets Maintenance- Prepped holes for trees at Timmermann Park and Bell Farms Park for Arbor Day.

Streets Maintenance – placed kiddie mulch at Timmermann Park playscape.

Streets Maintenance – repaired and replaced stop sign down at N La Grange St. & E. Boyce St.

Streets/Parks Maintenance- had Arbor Day at Timmermann Park and Bell Farms Park.

Parks Maintenance – trimmed trees at Carriage Hills Park near playscape.

Streets/Parks Maintenance – cut and trimmed in lot next to Art Park.

Parks Maintenance – placed mulch in PD flower bed and around trees.

Parks Maintenance – planted new flowers and mulched at city hall.

Parks Maintenance – replaced kiddie mulch in playscape in Bell Farms Park.

Parks Maintenance- weed eated Cemetery.

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

-28 locations inspected once a day.

-3 MS4 reports submitted this month as required by TCEQ.

Concrete Pre pour Inspection

Logos Phase 4 & 5 – 16 inspections

Manor Heights Phase 3 – 5 inspections

Manor Heights Phase 6 – 9 inspections

Logos Village Clusters – 1 inspection

Density Test

Lagos Phase 4 & 5 - 0 inspections

Manor Heights Phase 2 Sec 2 – 1 inspection

Presidential Heights Phase 6 – 0 inspection

Proof Rolls

Lagos Phase 4 & 5 – 0 inspections

Manor Heights Phase 6 – 1 inspection

Manor Heights Phase 2 sec 2 – 0 inspections

Pre-Pave Inspections

Logos Phase 3 – 0 inspections

Manor Heights Phase 2 Sec 2 – 1 inspection

Manor Heights Phase 6 – 1 inspection

Storm Sewer Inspections

Manor Heights Phase 3 – 0 inspections

Gregg Manor Rd – 2 inspections

Hill Ln – 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.

Presidential Heights Phase 5 – 1 -year walkthrough has been done, contractor in process of repairs.

Presidential Heights Phase 4 – 2 years walkthrough has been done, contractor in process of repairs.

Stonewater North Phase 2- Homes are being built.

Stonewater North Phase 3-2-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 1 Sec 1 – 1-year walkthrough has been done, contractor in process of repairs.

Manor Heights – Phase I Sec. 2 – Contractor in 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 building 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-Trails walkthrough punch list

ShadowGlen Phase 2 Sec 17 2-year walkthrough has been done, contractor in process of repairs.

Water Monthly Report November 2021

For the month of November, the Water Department had 18 service calls, 7 repair jobs, 7 maintenance jobs 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

17209 Hamilton Point - replaced broken angle stop , replaced meter box.

11403 Liberty - replaced a leaking 1" angle stop.

100 Blk East Eggleston - repaired a 1 1/2 water break replaced 5 ft of PVC pipe.

16800 Hamilton Point - replaced broken meter shut off.

107 East Brenham - replaced broken meter shut off.

201 West Brenham - repaired a 2" main break used 2x 7 1/2 repair clamp.

LaGrange and Boyce SW corner - repaired a 6" main break used a 6 x 7 1/2 full circle repair clamp.

Maintenance

Aqua Tech Lab - took first set of 5 Bac T samples and dropped off at aqua tech lab.

Quarterly water samples with TCEQ sampler Katy Mauldin at 18320 Maxa, 11801 Bastrop St. 13301 Prairie Sage, 12633 Bella Parkway, 13316 Nelson Houser and 16613 Trevin Cove.

FM 973 and Brenham St. SE corner to Cross Street San Marcos - locate utilities mark water main with blue flags and blue paint for JL Gray Construction.

Aqua Tech Lab - took second set of 5 Bac T samples and dropped off at aqua tech lab.

East Brenham to Lexington St. on North side of Brenham St. - located water mains and services for contractor running cable marked with blue paint and blue flags.

Greg Manor Rd at Hill Ln east side of Greg Manor - locate utilities from contractor.

809 North Caldwell - finished clean up cover up from main break.

Inspections

Enclave at Lagos - open 12" water main valve so Chasco construction could flush main and grab Bac T samples.

Manor Heights phase 2 section 1 - open 12" water main so JL Gray could flush line so Chlor-Serv can chlorinate main and let set for 24 hrs. - shut valve back off - will flush and take samples on 11-12-21.

Manor Heights phase 2 section 1 - received Bac T results for Manor Heights Phase 2 section 1 and 2 all samples passed.

Building Hope Construction Site off FM 973 W/WW main improvements - Pre-construction meeting. ShadowGlen Ph 2 Sec 17 - 2-year warranty inspection.

Manor Heights Ph 1 Sec 1 - one-year warranty inspection.

Hill In and Greg Manor - 12" tie in for St Joseph Church by KIM Till construction.

Cottonwood Creek WWTP - pressure test water main laid by Excel construction.

Wastewater Monthly Report November 2021

For the month of November, the Wastewater Department had 15 service calls, 5 repair jobs, 2 maintenance jobs and 4 inspections.

Service Calls

12812 Samuel Adams - sewer clog - jetted clean out and cleared notified customer.

12901 Samuel Adams - sewer clog call - city side service was clear notified contractor.

14112 George Mason - sewer clog - city side service was clear notified contractor.

14105 George Mason - sewer clog - clog was clear on city side notified contractor.

12612 St Mary Dr. - called locates to make repairs on wastewater service where city side meets customer side.

14301 Pebble Run Path - sewer clog - jetted city side of service and cleared notified customer.

13416 Clara Martin - sewer clog - city side service was clear notified customer that city side was clear customer number 915-345-4598.

309 West Parsons - sewer clog - city side service was clear notified customer that city side was clear it was a customer side issue.

12728 Bella PKWY - sewer clog - jetted city side of service and cleared notified customer.

12808 St Mary - called locates to make repairs where city side meets customer side.

208 East parsons - sewer clog - jetted city side service and cleared.

13320 High Sierra - sewer clog - jetted side of service and cleared.

409 West Parsons - customer stated he smelled sewer smell coming from neighbors next door , checked both customers sewer clean outs on city side and customer side both were clean and no clogs found.

12845 Chime Dr. - sewer clog - clog was on customer side of service notified customer.

12816 Snow Ln - sewer clog - clog was on customer side of service notified customer.

Repairs

18105 Canopy Ln - replaced broken clean out cap and lid.

12748 St Mary St. - repaired where city side meets customer side wastewater service and installed new clean out.

12633 Bella Parkway -repaired where city side meets customer side wastewater service and installed new clean out.

12612 St Mary-repaired where city side meets customer side wastewater service and installed new clean out.

12808 St Mary -repaired where city side meets customer side wastewater service and installed new clean out.

Maintenance

FM 973 and Brenham St. SE corner to Cross Street San Marcos - locate utilities mark wastewater main with green flags and green paint for JL Gray Construction.

Wilbarger Plant - ordered load of sodium hypochlorite 2,000 gallons for Wilbarger Plant.

Training

Raymond Muniz put in application for the Grade B wastewater exam on 11-8-21 will schedule exam once application has been approved.

Inspections

1. Building Hope Construction Site off FM 973 W/WW main improvements - Pre-construction meeting.
2. St Joseph Church Hill LN - pressure test gravity portion of wastewater main.
3. Shadowglen Ph 2 Sec 17 - 2-year warranty inspection.
4. Manor Heights Ph 1 Sec 1 - one-year warranty inspection.