



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: January 19, 2022
RE: December Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In December, 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 December, 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 December, 56 % of the water we supplied to our residents was from our wells, and we purchased 44% from EPCOR and Manville WSC.

Population

City of Manor- 15,542

ShadowGen- 5,984

Subdivision Inspections

- Street Inspections- 29
- MS4 – 31
- Water Inspections- 7
- Wastewater Inspections- 7

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

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.	Project closeout	100%
Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2	Creekside Lift Station improvements, Carrie Manor Lift Station	Carrie Manor lift startup to begin this month	99%
2017 Water Distribution System Improvements	12" water transmission main along Gregg Lane, FM973 and Tower Road	Project closeout	100%
2020 Cap Metro Paving Improvements	Paving improvements on Burnet, Rector and Townes Streets	Sent closeout packet to CapMetro.	99%
Cottonwood Creek Wastewater Treatment Plant	200,000 GPD wastewater treatment plant and lift station	Equipment installation ongoing	85%
Cottonwood Creek Wastewater Improvements Project	Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin	Construction is at approximately 85%. Contractor has been delayed by shortages of lift station equipment. The contract completion date of January 8 is expected to be extended into February.	85%
US 290 Water Line	12" water line extension from Presidential Glen along US 290 to past Kimbro Road	Final Walk-Thru November 15.	Project Substantially Complete, retainage being held until vegetation is established.
FM973 Water & WW Lines	12" water line and 12"/15" gravity wastewater line in FM 973	Water installation has been completed; working on testing the lines; to begin wastewater week of January 10 th .	Construction Phase

Bastrop/Parsons Gravity Main	12" gravity wastewater main	Wastewater improvements have	90%
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		been installed and are in service. Contractor is completing clean-up and pavement repairs	
CIP W-15 FM973 WL	12" Water Line from downtown to Manor Commons area	Construction contract was approved for award at 10/20/21 Council meeting	Waiting to issue Notice to Proceed when all easements have been secured
Pavement Management Program	Pavement Assessment and Management Program	Began working on Phase 2.	Phase 2 – 5% complete
I&I Program	Phase 1 and Phase 2 Inflow and Infiltration Program	Working on analyzing data and preparing report.	Phase 1 – complete Phase 2 – 75% complete
Cottonwood Creek Wastewater Line Extension	Northern extension of gravity wastewater line in Cottonwood Creek Basin	Construction documents are at 90% completion	Design Phase
Manor Commercial Park WW Collection System	Phased wastewater collection system improvements for Beltex area	Internal project kickoff meeting has been held; work on setting up survey work.	Preliminary Engineering
Gregg Manor Road GST and Pressurization Facilities	Ground storage tank and water pressurization facilities for the EPCOR water delivery point	Project kickoff meeting to be held week of January 17.	Preliminary Engineering
FM 973 and US 290 Water Lines, CIP W-15 & W-16	Water line extensions along FM973 and US 290	Engineering contract awarded	Preliminary Engineering
Bell Farms and Carriage Hills LS Imp, CIP-2 & CIP-3	Upgrades to the Bell Farms and Carriage Hills lift stations to provide capacity for new growth	Project kickoff meeting scheduled for week of January 10 th .	Preliminary Engineering
FY 2021 Paving Improvements Project	Capital Metro BGA and City-Funded paving improvements	Contract approved by City Council on Dec 1.	Preliminary Engineering
KB Homes WW Line Project	Wastewater CIP Line in Cottonwood Creek West Tributary Basin	Project kickoff meeting scheduled for week of January 17 th .	Preliminary Engineering
Cottonwood Creek Grant Project	Grant funded expansion of the Cottonwood Wastewater Treatment Plant	Project kickoff meeting scheduled for the week of January 10 th	Preliminary Engineering

Streets and Parks Monthly Report December 2021

Daily Duties and Projects 12-1-2021 / 12-31-2021

- Street Maintenance – repaired and replaced stop signs at E. Parsons St. & E. Wheeler St.
- Street Maintenance - filled potholes @ Old Kimbro, E. Eggleston St, San Marcos St, Lampasas St.
- Street Maintenance- repaired and replaced stop sign down at Walter Vaughn Dr & Mason Stone Cv.
- Street Maintenance – crack sealed Athens St. not completed.
- Street Maintenance – installed 3 benches in Timmermann Park.
- Street Maintenance- placed dirt along sidewalk in Timmermann Park.
- Streets Maintenance/Parks - Worked Holidays in the Park Event.
- Streets Maintenance – added Bocce sand to Bocce courts in Timmermann Park.
- Streets Maintenance – replaced 4 trees at City Hall.
- Streets/Parks Maintenance- placed new mulch around trees at city hall.
- Parks Maintenance – trimmed trees out of creek at Ring Dr & Creekside.
- Streets/Parks Maintenance – cut and trimmed at downtown water tower.
- Parks Maintenance – Replaced 10 dead plants at the Art Park.
- Parks Maintenance – Replaced 4 dead plants at Timmermann Park. .
- Parks Maintenance – applied pre-emerge to Timmermann Park.
- Parks Maintenance- Mowed and weed eated Cemetery.
- Weekly irrigation checks.
- Play ground 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

-31 locations inspected once a day.

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

Concrete Pre pour Inspection

Logos Phase 4 & 5 – 6 inspections

Manor Heights Phase 2 – 4 inspections

Manor Heights Phase 3 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Logos Village Clusters – 0 inspections

Density Test

Lagos Phase 4 & 5 - 0 inspections

Manor Heights Phase 2 Sec 2 – 0 inspection

Presidential Heights Phase 6 – 0 inspection

Shadowview Sec 3 Hill Ln – 8 inspections

Proof Rolls

Lagos Phase 4 & 5 – 0 inspections

Manor Heights Phase 6 – 0 inspections

Manor Heights Phase 2 sec 2 – 0 inspections

Shadowview Sec 3 Hill Ln – 1 inspection

Pre-Pave Inspections

Logos Phase 3 – 0 inspections

Manor Heights Phase 2 Sec 2 – 0 inspection

Manor Heights Phase 6 – 0 inspection

Presidential Heights Phase 6 – 1 inspection

Storm Sewer Inspections

Manor Heights Phase 3 – 1 inspection

Gregg Manor Rd – 0 inspections

Hill Ln – 0 inspections

Village of Manor Commons Phase 2 – 3 inspections

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.
October 2021

Presidential Heights Phase 5 – 1 -year walkthrough has been done, contractor in process of repairs.
September 2021

Presidential Heights Phase 4 – 2 years walkthrough has been done, contractor in process of repairs.
November 2021

Stonewater North Phase 3- Homes are being built.

Stonewater North Phase 2- 2 years walkthrough has been done, contractor in process of repair. April
2021

Stonewater North Phase 3-2-year Walkthrough has been done, contractor in process of repairs.
September 2021

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

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.

Lagos Phase 2- homes are being built.

Logos Village Clusters in building process.

Lagos TIA improvements on San Marcos St. in process.

ShadowGlen Phase 2 Sec 22 & 23A walkthrough punchlist. September 2021

ShadowGlen Phase 2 Sec 25 & 26 walkthrough punchlist. September 2021

ShadowGlen Phase 2 Sec 27A & 27B and 28-Trails walkthrough punchlist. December 2021

ShadowGlen Phase 2 Sec 17 2-year walkthrough has been done, contractor in process of repairs.
November 2021

ShadowGlen Phase 2 Sec 21A & 21B walkthrough punchlist. January 2022

Water Monthly Report December 2021

For the month of December, the Water Department had 30 service calls, 8 repair jobs, 5 maintenance jobs and 7 inspections.

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

Repairs

Presidential heights Lift station - repaired leak on 1" service line.

San Marcos and Parsons SE corner - repaired a 2" main break used at 2 x 7 1/2 repair clamp

300 East Lane in alley - repaired a 1" service line break replaced a 1" male cts adaptor that was leaking at the tap.

16216 Hamilton Point - replaced a broke 1" curb stop.

13417 Pine Needle - repaired 1" service line break replaced 6 ft of 1" poly used two 1" cts couplings.

North Burnet and East Towns NE corner - repaired a 2" pvc main break replaced 10 ft of 2" pvc used 2 dresser couplings.

13309 Constellation - repaired a meter seal leak on city side of service.

400 west Parsons - repaired 12" main - replaced a 12 x 6 Mechanical joint that was leaking that feeds city yard storage tank.

Maintenance

Gregg Manor Rd at HWY 290 heading North to Hill lane -Located utilities marked water mains and services with blue paint and flags for Lantel Communications they are running cable.

Burnet St from East Browning to Hwy 290 -Located utilities marked water mains and services with blue paint and flags for Lantel Communications they are running cable.

Lexington St. from Casa Garcia's to golf course pro shop - did a practice shut off with Cash construction on 12" water main for tie in to be scheduled at a later date.

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

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

Inspections

St Joseph Church at Hill Ln and Greg Manor Rd - pressure test 12" water main but Kim Till Construction 200 psi for 15 minutes and 100 psi for an hr. all passed.

Cottonwood - flushed service and took 2 Bac T samples by clor-serv.

Building Hope Construction Site off FM 973- Blackrock construction started installing 16" ductile iron water main.

Building Hope Construction Site off FM 973 - 16" water main by Blackrock Construction.

Manor Heights phase 3 section 2 - water and hydrants by JL Gray Construction.

ShadowGlen section 17 - two-year warranty inspection - found water valves needed to be painted blue and blue reflectors marking fire hydrants needed to be installed notified Pauline Gray.

St Joseph Church at Hill Ln and Greg Manor Rd. - received Bac T results on 12-28-21 they passed.

Wastewater Monthly Report December 2021

For the month of December, the Wastewater Department had 10 service calls, 5 repair jobs, 7 maintenance jobs and 7 inspections.

Service Calls

13220 Mizzen - sewer clog - city side service was clear notified customer issue was on customer side of service.
900 N Caldwell - sewer clog - cleared service line and called for locates to make repairs where city side meets customer side of service.
900 N. Caldwell - sewer clog - clog was on customer side of service notified customer clog was on customer side of service.
13300 Ring Drive - sewer clog - jetted city side service and cleared.
405 West parsons - sewer clog - jetted city service and cleared notified customer.
17017 Hamilton Point - sewer clog - city side was clear issue was on customer side of service ran camera found roots four to five feet from city side clean out on customer side notified customer.
18100 Canopy - sewer clog - no clogs found notified customer it was an indoor issue.
13212 High Sierra - sewer clog - clog was on customer side of service notified customer.
Gregg St. and Wheeler NW corner manhole clog - jetted manhole and cleared and disinfected with granular chlorine.

Repairs

900 N. Caldwell - repaired where city side service meets customer side service installed clean out to ground level by FZ,CD,JB 12-13-21
12728 Bell Parkway -repaired where city side service meets customer side service installed clean out to ground level by FZ,CD,JB 12-21-21
14301 Pebble Run Path - replaced clean out cap and lid by CD,JB 12-22-21
13300 Ring Drive -repaired where city side service meets customer side service installed clean out to ground level by FZ,CD,JB 12-22-21
303 East Burton - replaced clean out cap and lid by JT,JB 12-23-21

Maintenance

Wilbarger Plant - ordered load of sodium hypochlorite 1,900 gallons.
Gregg Manor Rd and HWY heading North to Hill lane -Located utilities marked wastewater mains and services with green paint and flags for Lantel Communications they are running cable contact for Lantel communications.
Burnet St from East Browning to Hwy 290 -Located utilities marked wastewater mains and services with green paint and flags for Lantel Communications they are running cable contact for Lantel communications.
Wilbarger Plant - ordered load of alum 4,500 gallons for Wilbarger Plant.
Presidential Heights Lift station - yearly testing and inspection of back flow preventer.
Wilbarger Plant - maintenance on generator change oil and filter.
Carriage Hills Lift Station - cleaned grease and rags out of lift station.

Inspections

Manor Heights Phase 3 section 2 - pressure test wastewater mains and services.
Manor Heights Phase 3 section 2 - pressure test wastewater mains and services.
Cottonwood WWTP -Cottonwood Creek WWTP - 6" sludge draw-off and 8" force main pressure/leakage test.
Cottonwood Wastewater treatment Plant - Exfiltration test of lift station passed.
Cottonwood Improvement wastewater main by D Guerra construction.
ShadowGlen section 17 - two-year warranty inspection all good.
Cottonwood Creek WWTP: Manhole A1 by Excel Construction - exfiltration test passed.