



October 13, 2023

Mayor and City Council  
City of Hilshire Village  
8301 Westview Drive  
Houston, Texas 77055

Re: Engineer's Report for October 17, 2023 Council Meeting  
HDR Job No. 10361759

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from September 18, 2023 to October 13, 2023.

1. On-Going Services (10361759):

a. 1201 Archley Drive –

- On October 11, 2023, HDR received a Pool Drainage Plan for 1201 Archley Drive. The drainage plan is currently being reviewed for comments.

b. 1225 Archley Drive –

- On October 6, 2023, HDR reviewed and returned comments for a right of way permit at 1225 Archley Drive for the installation of gas service to this address. The right-of-way permit was approved with exceptions noted.

c. 1236 Archley Drive –

- On October 10, 2023, HDR reviewed and returned comments for the Drainage Plan for 1236 Archley Drive. The drainage plan shall be revised and resubmitted to address all comments.

d. 8002 Burkhart Road –

- On September 25, 2023, HDR reviewed and returned comments for the Drainage Plan for 8002 Burkhart Road. All previous comments/corrections were addressed by the engineer on September 20, 2023. The drainage plan was approved with exceptions noted.
- On September 27, 2023, HDR attended the pre-construction meeting for 8002 Burkhart Road. The Developer was made aware of the pertinent construction items for drainage as noted in the City Code of Ordinances

- e. 1311 Friarcreek Lane –
  - On September 21, 2023, HDR provided a drainage cover inspection for 1311 Friarcreek Lane. The initial inspection required corrections, with reinspection performed same day and passed with exceptions noted.
  
- f. 1315 Friarcreek Lane –
  - On September 26, 2023, HDR received a Drainage Plan Amendment resubmittal for 1315 Friarcreek Lane. The drainage plan amendment is currently being reviewed for comments.
  - On October 12, 2023, HDR received a right of way permit for 1315 Friarcreek Lane. The right of way permit is currently being reviewed for comments.
  
- g. 1117 Guinea Drive –
  - On September 27, 2023, HDR provided a pre-demolition inspection for 1117 Guinea Drive. The inspection passed with exceptions noted.
  
- h. 1126 Guinea Drive –
  - On October 12, 2023, HDR received a Pool Drainage Plan for 1126 Guinea Drive. The pool drainage plan is currently being reviewed for comments.
  
- i. 14 Pine Creek Lane –
  - On September 20, 2023, HDR reviewed and returned comments for the Pool Drainage Plan for 14 Pine Creek Lane. The pool drainage plan shall be revised and resubmitted to address all comments.
  - On September 27, 2023, HDR provided a pre-construction inspection for 14 Pine Creek Lane. The inspection failed and will require a re-inspection prior to construction.
  - On September 28, 2023, HDR received a Pool Drainage Plan for 1126 Guinea Drive and was reviewed with one outstanding comment regarding the pool setback noted on October 3, 2023 to the Contractor. On October 12, 2023, a pool drainage plan was resubmitted to update the pool setback and is currently being reviewed for comments.
  
- j. 1310 Ridgeley Drive –
  - On September 13, 2023, HDR received the remaining information for the As Built Erosion Control Plan submittal for 1310 Ridgeley Drive. The plan submittal is currently being reviewed for comments and as built inspection pending.

k. City Water and Testing

- InfraMark continues to monitor and report to City Staff the chlorine residuals and water pressures as part of the daily testing of City water and have remained within State compliance. The water pressures have improved (i.e. mid 40's vs low 30's psi) in the past weeks due in part to the recent cooler temperatures experienced in the area; however, we will continue to monitor them until the system normalizes again.
- InfraMark provided a copy of the City's 2022 Monitoring Plan, as well as information from their Compliance Department regarding the testing/sampling of the City's Water Entry Point(s), for HDR's review. HDR performed a cursory review of the documentation provided prior to the Zoom Meeting held on September 28, 2023 with the City and InfraMark where we discussed preliminary testing schedule requirements and revision recommendations to the City's Monitoring Plan.
- In general, the testing requirements and procedures followed by InfraMark are in line with TCEQ requirements and our recommendations but with minor revisions regarding testing at Water Entry Point(s). As noted by InfraMark's Compliance Department: *"They (Hilshire Village) have 318 connections and 954 population therefore they are required to take one distribution residual daily. Residuals taken at the interconnects are entry point residuals and are considered process control samples because they are not reported for compliance purposes. Because this system has a history of not being able to maintain a minimum residual, I would strongly recommend they keep sampling at the interconnects daily."*
- HDR agrees with InfraMark's Compliance Department regarding the need to monitor and sample disinfection residuals at the Water Entry Point(s). We do understand that additional testing above and beyond what is normally required would be needed in response to action level triggers and/or low disinfectant residual on the system, especially in the Summer or during extreme high temperatures as experienced this year. However, a 260% cost increase for testing (\$2,000/month to \$7,200/month) is excessive, and it is the main concern for the City.
- In order to better understand the cost increase, we requested InfraMark to provide a detail cost breakdown and unit price per each test required and determine the monthly testing cost based on the recommended Water Testing Schedule provided by HDR. Based on the individual tests unit price, we could then set up additional pay items in InfraMark's fee structure for any additional or supplemental testing required above and beyond what is normally required.

- The City's Monitoring Plan only listed one (1) Water Entry Point located at City Hall, and that is the only one they have been sampling/testing. Although approximately 60% of the water consumed by the City comes from this entry point, HDR asked InfraMark to update the Monitoring Plan to include the other four (4) Water Entry Points to the City and rotate the sampling/testing to get a better representation of the water quality throughout the City.
- On October 20, 2023, HDR also reviewed and coordinated with the City and InfraMark on the proposal for the removal and replacement of the 6-inch Backflow Preventer/Reduced Pressure Zone (BFP/RPZ) Assembly on Pine Chase Grove. This proposal will be included as an Action Item in the October 17, 2023 Regular City Council Meeting Agenda for review and approval.

l. Hilshire Green Paving, Drainage & Utility Improvements –

- HDR is currently waiting on Survey and Geotechnical information to begin the preparation of drawing backgrounds. HDR has started the preparation of general drawing sheets and standard details, as well as, the technical specifications, while we wait for the survey and geotechnical information.
- As previously noted, HDR has secured private utility companies request records research on their existing facilities to aid in the preparation of drawing backgrounds.
- Once a preliminary design is completed, copies of the plan and profile drawings will be forwarded to C.N. Koehl Urban Forestry (HDR Urban Forester Subconsultant) for review and recommendations on Tree Protection Plans.

m. Pine Chase Grove Water Meters –

- HDR has continued to process and review the topographic survey information in order to provide an update with existing conditions and detail recommendations for improving the water meter area along with grading and drainage.

n. Wirt Road Safety Project/ Interlocal Agreements –

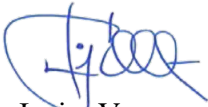
- HDR continues to coordinate with Mr. Jose Laguna (COH Interagency Coordinator) regarding the status of the Design Concept Report (DCR) Intake Form review. Mr. Laguna noted that it is still under review and recommended we reach out to Mr. Patrick Nguyen (City TDO) to request a waiver from the DCR process in order to expedite the review and approval of this project.

- The Interlocal Agreement (ILA) between Hilshire Village and the City of Houston was in the City of Houston's September 20, 2023 Council Consent Agenda for approval; however, it was pulled and included in the September 26, 2023 Council Consent Agenda where it appears to have been approved. HDR has reached out to Mr. Embry Woods (COH) to request a copy of the executed ILA; however, we are still waiting for a response.

If there are any questions concerning the information contained in this report, we will be glad to discuss them with you.

Sincerely,

HDR Engineering, Inc.



Efrain Him, P.E. for

Javier Vasquez, P.E., CFM

City Engineer for City of Hilshire Village

cc: Files (10361759)