



April 16, 2021

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

Re: Engineer's Report for April 20, 2021 Council Meeting
HDR Job No. 10281855

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from March 13, 2021 to April 16, 2021.

1. On-Going Services (10281855):

a. 8006 Anadell Street –

- On April 13, 2021, HDR reviewed and returned to the City the Pool Drainage Plan Resubmittal for 8006 Anadell Street. The drainage plan resubmittal was approved with exceptions noted.

b. 1306 Bridle Spur Lane –

- On April 6, 2021, HDR coordinated with the City and Ms. Myriam Martinez (Contractor) regarding the as-built survey corrections (i.e. location of trees on north end of property and update driveway culvert flowline elevations) for 1306 Bridle Spur Lane.

c. 1317 Bridle Spur Lane –

- On March 16, 2021, HDR coordinated with the City and Mr. Jeffrey Klam (Property Owner) on the 1315 and 1317 Bridle Spur Lane residents acknowledgement letter (to maintain drainage flow patterns across 1315 Bridle Spur Lane) for the proposed patio improvements (i.e. wood decking replacement, flagstone relocation, crushed granite installation and artificial turf installation) at 1317 Bridle Spur Lane.



d. 1302 & 1303 Friarcreek Lane –

- On March 22, 2021, Mr. Mark Woodmansee (1302 Friarcreek Lane) contacted the City regarding the erosion control improvements being performed at 1303 Friarcreek Lane. Mr. Woodmansee is also experiencing erosion issues on his property (i.e. backyard and ravine area) and was inquiring on the procedure he would need to follow to permit erosion control improvements at this property.
- On March 29, 2021, HDR contacted Mr. Woodmansee to discuss his erosion concerns and schedule a site visit to his property. Mr. Woodmansee was not able to meet in the field but provided access to HDR to assess the site conditions at his property. HDR also informed Mr. Woodmansee that there are currently no erosion control improvements taken place at 1303 Friarcreek Lane (Mr. Jorge Lefebvre). It is the City and HDR understanding that Mr. Lefebvre has secured the services of an engineer to design the proposed erosion control improvements at his property and that he is waiting on soil tests to complete these plans. Mr. Lefebvre will be submitting plans to the City and Harris County Flood Control District's (HCFCD) for review and approval.
- On March 30, 2021, HDR performed a site visit at 1302 Friarcreek Lane to assess the current site conditions and confirmed the need for HCFCD jurisdictional review of any potential erosion control improvements.
- On April 7, 2021, HDR e-mailed Mr. Woodmansee electronic copies of plats, pictures taken during the March 30, 2021 site visit, as well as the procedure he will need to follow in order to permit any potential erosion control improvements in his property, including permitting requirements through HCFCD and the City of Hilshire Village.
- HDR advised Mr. Woodmansee to contact HCFCD to determine and confirm the feasibility of his proposed improvements. Contact information for HCFCD was also provided.
- On March 30, 2021, Mr. Hal Green (1249 Archley Drive) also contacted the City to inquire about the excavator and work being done on the property directly across the ravine and behind his property (i.e. Mr. Jorge Lefebvre's 1303 Friarcreek Lane). Mr. Green is also experiencing erosion issues in his property and wanted to know what they were doing on Friarcreek Lane.
- As previously noted, there should not be any construction activities taking place at 1303 Friarcreek Lane at this time since no plan reviews and permits have been issued for erosion control improvements by either the City or HCFCD.

- The City had previously contacted Mr. Lefebvre back in March 23, 2021, and he noted that only temporary pipes have been installed to divert stormwater runoff over the ravine's top of bank and minimize erosion issues around the pool area. Per HDR's recommendation, on March 30, 2021, the City requested BBG (City's Building Official) to perform a site visit to investigate for any illegal (non-permitted) construction activities, and to place the swimming pool out of service if the stability or structural integrity of the pool is compromised due to erosion issues and safety concerns.

e. 1331 Friarcreek Lane –

- On April 14, 2021, HDR reviewed and returned to the City the Patio Improvements As-Built Drainage Plan Resubmittal for 1331 Friarcreek Lane. The as-built resubmittal was approved with exceptions noted.

f. 1131 Glourie Drive –

- On March 17, 2021, HDR reviewed and returned to the City the proposed Porch Enclosure Plans for 1131 Glourie Drive. After reviewing the plans, HDR determined that drainage plans and drainage permit will not be required for this work since it will not be impacting the drainage in the area. However, it was noted that the proposed downspouts shall not be connected to any underground drainage that may exist on the lot.

g. 1326 Glourie Drive (Lot 4) –

- On April 13, 2021, HDR reviewed and returned to the City and Mr. M. F. Qaddumi (Engineer of Record – Interfield Group) the Drainage Plan Resubmittal for 1326 Glourie Drive (Lot 4). The drainage plan resubmittal requires minor corrections (i.e. signed and sealed topographic survey, proper delineation of front building line, driveway culvert elevation verification, etc.), therefore, it must be revised and resubmitted.

h. 1330 Glourie Drive (Lot 3) –

- On April 12, 2021, T Construction (Contractor) completed the re-boring of the sanitary sewer service line for 1330 Glourie Drive. The Contractor provided stub-outs for service line connections to 1330 and 1326 Glourie Drive.

i. 1334 Glourie Drive (Lot 2) –

- On April 13, 2021, HDR reviewed and returned to the City the Drainage Plan Resubmittal for 1334 Glourie Drive (Lot 2). The drainage plan resubmittal was approved with exceptions noted.

- j. 7902 North Villa Court –
 - On March 23, 2021, HDR received the as-built survey for 7902 North Villa Court. HDR is currently coordinating with the Contractor for additional information required to complete the as-built drainage plan review (i.e. Engineer of Record certification letter, etc.).

- k. 7915 South Villa Court –
 - On April 16, 2021, HDR reviewed and returned to the City the As-Built Drainage Plan Resubmittal for 7915 South Villa Court. The drainage plan resubmittal was approved with exceptions noted.

- l. Verizon Small Cell Nodes & MCImetro Conduit Plans and Permits –
 - On March 19, 2021, HDR reviewed the plans resubmittal for the proposed conduits to be installed by MCImetro on the south end of Ridgley Drive and associated with the Verizon Small Cell Nodes. The plans were revised to address previous City/HDR comments, including update of backgrounds with the City’s water and wastewater infrastructure.

 - Conduits are also being installed along Wirt Road (City of Houston right-of-way) between Ridgeley Drive and Hickory Shadows Drive, however, the City of Hilshire Village is only providing permit approval for the conduits along Ridgeley Drive. Contractor must secure approval from the City of Houston for the conduits along Wirt Road.

 - Permitting for the MCImetro Conduit Plans along the north end of Ridgeley Drive, Bromley Road and east end of Archley Drive South is still pending resubmittal and subsequent review and approval by the City.

- m. TCEQ MS4 Permit and Annual Report Update –
 - As previously reported, although the City of Hilshire Village’s MS4 Permit Application submitted in 2019 has not been officially approved by the Texas Commission on Environmental Quality (TCEQ) to date, the City must continue to prepare the Annual Reports.

 - HDR coordinated with the City on information needed to complete the Year 2 (2021) Annual Report, as well as final review and approval of the report by the City. The City’s Year 2 (2021) Annual Report was mailed/submitted to TCEQ on March 31, 2021.

n. SECO Preliminary Energy Assessment Program –

- As previously reported, on March 4, 2021, the City received an e-mail from Mr. Jacob Hodges (TEESI Engineering) on behalf of the State Energy Conservation Office (SECO) regarding the Local Government Energy Program. TEESI Engineering is under contract with the Texas SECO to provide free engineering technical assistance to cities as part of the SECO Preliminary Energy Assessment Program to evaluate and identify energy saving opportunities.
- The City has reached out to SECO/TEESI Engineering to schedule the free energy assessment work. As requested by the City, HDR will assist the City and TEESI Engineering during the energy assessment.

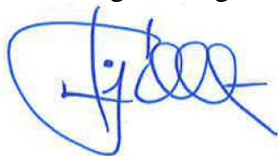
o. Lift Station Generator –

- As previously reported, HDR has performed a cursory load analysis and preliminary sizing of a Generac Industrial Natural Gas Generator (25kW – Model QTO25A). This model with a level 1 acoustic enclosure has an overall dimension of 77-inches (L) x 34-inches (W) x 46-inches (H) and should fit within the lift station site.
- HDR is currently coordinating with Generator Supercenter (Generac Vendor/Representative) to request generator sizing verification, as well as quote to furnish and install a Generac Industrial Natural Gas Generator at the lift station site.

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 A. Him, P.E.
Project Manager

cc: Files (10281855)