



February 12, 2021

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

Re: Engineer's Report for February 16, 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 January 16, 2021 to February 12, 2021.

1. On-Going Services (10281855):

a. 1306 Bridle Spur Lane –

- On February 9, 2021, HDR coordinated with the City and Ms. Myriam Martinez (Contractor) regarding the as-built drainage plan and as-built impervious coverage submittal requirements for 1306 Bridle Spur.

b. 1317 Bridle Spur Lane –

- HDR has been coordinating with the City and Mr. Jeffrey Klam (Property Owner) on the permitting and inspection requirements for the proposed patio improvements (i.e. wood decking replacement, flagstone relocation, crushed granite installation and artificial turf installation instead of initially proposed putting green) at 1317 Bridle Spur Lane.

c. 1331 Friarcreek Lane –

- HDR has been coordinating with the City and the Contractor (Mr. Brian Weatherall – Oden Design & Contracting) on the as-built submittal and final inspection requirements for the proposed patio and deck improvements at 1331 Friarcreek Lane.



- d. 1114 Glourie Drive –
- HDR has been coordinating with the City and Mr. Daniel Slate (Contractor – Water’s Edge) regarding the as-built drainage plan requirements for 1114 Glourie Drive.
 - HDR is currently reviewing the as-built drainage plan.
- e. 1301 Glourie Drive –
- On January 19, 2021, HDR reviewed and returned to the City the amendment to the proposed secondary drainage improvements plans at 1301 Glourie Drive. The drainage plan amendment was approved with exceptions noted.
 - On January 28, 2021, HDR performed a drainage cover inspection at 1301 Glourie Drive. No major issues were identified, therefore it passed inspection.
 - HDR is currently reviewing the as-built drainage plan.
- f. 1326 Glourie Drive (Lot 4) –
- On January 15, 2021, HDR reviewed and returned to the City and Mr. Mike Qaddumi (Drainage Engineer – Interfield Engineering) the Drainage Plan for 1326 Glourie Drive (Lot 4). The drainage plan is incomplete (i.e. missing existing conditions survey, proposed finished grade elevations, building setbacks, impervious coverage calculations, etc.) therefore, it must be revised and resubmitted.
- g. 1330 Glourie Drive (Lot 3) –
- HDR is currently coordinating with Mr. Scott Magnuson (Contractor – studioMET architects) regarding the sewer service tap for 1330 Glourie Drive (Lot 3).
 - The new sewer service to the lot is approximately 4-ft below ground; however, the private plumbing appears to be slightly deeper. The Contractor appears to be using a steeper slope than necessary, therefore, HDR has asked the Contractor to verify their grades and will request that it be adjusted to meet the existing sewer service depth.

h. 24 Hickory Shadows Drive –

- On February 3, 2021, HDR performed the As-Built Pool Drainage Plan inspection at 24 Hickory Shadows Drive. No issues were identified, therefore, it passed inspection.
- HDR is currently reviewing the as-built pool drainage plan.

i. 8201 Mallie Court –

- On February 9, 2021, HDR coordinated with Mr. Erik Silvey (Contractor – Erosion Control Systems, Inc. regarding the proposed replacement of the existing bag retaining wall along the east side of the ravine traversing 8201 Mallie Court.
- The area in question is within the ravine but outside the City’s 40-ft wide drainage easement. The improvements are not within the 150-ft wide Harris County Flood Control District (HCFCD) drainage easement along Spring Branch Creek.
- HDR provided Mr. Silvey information on the City’s drainage and impervious coverage requirements, and informed him that no improvements (i.e. structures, trees, etc. that may impact storm flow) will be allowed within the City’s drainage easement).
- Furthermore, an existing conditions survey prepared by a Registered Professional Land Surveyor in the State of Texas, as well as, plans for the proposed retaining wall shall be prepared by a Licensed Professional Engineer in the State of Texas and submitted to the City for review and approval.
- City inspections will be required once the retaining wall layout is established and after the construction has been completed.

j. 8209 Mallie Court –

- On February 3, 2021, HDR met with Mr. Mike Appling (Property Owner) to discuss the proposed erosion control improvements at 8209 Mallie Court. The proposed improvements include planting trees and setting Quickcrete bags along the top of bank to mitigate erosion issues experienced in the backyard.
- HDR informed Mr. Appling that a portion of the 150-ft wide HCFCD drainage easement along Spring Branch Creek, as well as, CenterPoint Energy easements are located on the back of his property, therefore,

coordination with these entities will be required to determine the permissibility of these proposed improvements.

- A survey will be required to delineate the area of the proposed improvements and determine the impact it may have on these entities. HDR advised Mr. Appling to contact HCFC and CenterPoint Energy to discuss the proposed erosion control improvements and determine if there are any objections, restrictions or additional requirements from these entities before they prepare and submit plans for review and approval by the City, HCFC and CenterPoint Energy.

k. 1101 Ridgeley Drive –

- On February 8, 2021, HDR reviewed and coordinated with the City the proposed parking pad at 1101 Ridgeley Drive. The proposed parking pad was approved with exceptions noted.

l. Verizon Small Cell Nodes & MCImetro Conduit Plans and Permits –

- HDR has been coordinating with the City regarding the review of the draft agreement, as well as, plans and permit requirements for the proposed Verizon Small Cell Nodes and associated conduits to be installed by MCImetro.
- HDR has performed a cursory review of the plans submitted showing the location of the proposed Small Cell Nodes at the following addresses:
 - (1) 1205 Archley Drive (on new/proposed Verizon pole),
 - (2) 8108 (8111?) Bromley Road (on existing CenterPoint Energy pole),
 - (3) 1031 2/3 Ridgeley Drive (on existing CenterPoint Energy pole), and
 - (4) 1305 Ridgeley Drive (on existing CenterPoint Energy pole).
- Since the existing CenterPoint Energy poles are wooden poles, an equipment cabinet will be installed next to each pole at ground level.
- The proposed Verizon pole is a metal (steel) pole and will not require a separate equipment cabinet since the base of the pole has been designed to house the equipment inside the base enclosure.
- HDR has also performed a cursory review of two (2) sets of MCImetro plans for the proposed conduits and handholes associated with the Small Cell Nodes. The conduits will be installed by directional bore along the following streets:

- (1) Archley Drive (South) from Ridgeley Drive to 1205 Archley Drive,
- (2) Bromley Road from Ridgeley Drive to 8108 (8111?) Bromley Road,
- (3) Ridgeley Drive from Westview Drive to Archley (South), and
- (4) Ridgeley Drive from Wirt Road to just east of the existing wastewater pump station.

- No permits have been issued by the City for this work since the Agreement with Verizon has not been finalized and will be discussed during the February 16, 2021 City Council Meeting. HDR will complete the review and permit process once the terms and conditions of the agreement are finalized and executed by both parties.

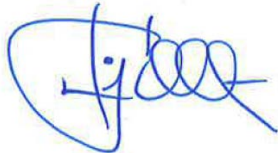
m. TCEQ MS4 Permit and Annual Report Update –

- On February 9, 2021, the City received an e-mail correspondence from the Texas Commission on Environmental Quality (TCEQ) requesting additional information for the City's Year 1 (2020) Annual Report to be submitted using the latest version of the TCEQ reporting form. This information must be e-mailed/submitted to TCEQ by February 17, 2021. HDR is compiling the additional information requested and will submit it by or before the deadline.
- Although the City of Hilshire Village's MS4 Permit Application submitted in 2019 has not been officially approved by TCEQ to date, the City must continue to prepare the Annual Reports. The City's Year 2 (2021) Annual Report is due on March 31, 2021. HDR will coordinate with the City and prepare the Year 2 Annual Report to be submitted by or before the deadline.

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)