



March 12, 2021

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

Re: Engineer's Report for March 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 February 13, 2021 to March 12, 2021.

1. On-Going Services (10281855):

a. 1257 Archley Drive –

- The fire hydrant located at 1257 Archley Drive has been placed out of service due to a leak. This fire hydrant was installed as part of the Ridgeley Drive Reconstruction Project back in 2008.
- InfraMark is currently investigating the source of the leak and will coordinate with the City and HDR to determine if the fire hydrant should be repaired or replaced.

b. 1306 Bridle Spur Lane –

- On March 2, 2021, HDR coordinated with the City and Ms. Myriam Martinez (Contractor) regarding the as-built drainage plan resubmittal corrections and requirements for 1306 Bridle Spur Lane.

c. 1317 Bridle Spur Lane –

- HDR has been coordinating with the City and Mr. Jeffrey Klam (Property Owner) on the permitting and inspection requirements, as well as, 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 instead of initially proposed putting green) at 1317 Bridle Spur Lane.

d. 1331 Friarcreek Lane –

- On February 25, 2021, HDR received the Patio As-Built Drainage Plan for 1331 Friarcreek Lane. The as-built submittal is incomplete, therefore, HDR is coordinating with the Contractor (Mr. Brian Weatherall – Oden Design & Contracting) on the additional as-built submittal information (i.e. certification letter and impervious coverage calculations), as well as minor corrections to the as-built survey, required to complete the review.

e. 1301 Glourie Drive –

- On February 26, 2021, HDR reviewed and returned to the City the As-Built Secondary Drainage Plan for 1301 Glourie Drive. The as-built drainage plan was approved with exceptions noted.

f. 1330 Glourie Drive (Lot 3) –

- On March 8, 2021, HDR met in the field with Mr. Scott Magnuson (Contractor – studioMET architects) to discuss the sewer service tap for 1330 Glourie Drive (Lot 3).
- The new sewer service installed by the City back in November 2020 to service this lot is approximately 4-ft below ground; however, the private plumbing installation is deeper (approximately 5.5-ft). The plumber appears to have used a steeper slope than necessary; however, this work was completed back in October 2020 when the new dwelling concrete slab was poured, therefore, adjustments to the private sewer lines are not possible at this time.
- HDR is coordinating with T Construction (Contractor that performed the water and sewer tap services for the four (4) Holy Cross Church Lots) to provide a quote to re-auger the service line across Glory Drive approximately 6 to 7-ft below ground to enable the sewer service connection at 1330 Glourie Drive.

g. 1334 Glourie Drive (Lot 2) –

- On March 2, 2021, HDR received the 1334 Glourie Drive (Lot 2) Drainage Plans from the City.
- HDR is currently reviewing the drainage plan.

h. 24 Hickory Shadows Drive –

- HDR has completed the inspection and reviewed the As-Built Pool Drainage Plan for 24 Hickory Shadows Drive. The only outstanding item is the restoration (i.e. sodding) of a small area disturbed during construction. HDR is awaiting confirmation from Mrs. Melissa Blakeslee (Property Owner) and the City that this restoration work has been completed in order to approve the as-built pool drainage plan.

i. 5 Pine Creek Lane –

- On March 4, 2021, HDR coordinated with the City regarding previous correspondence on the proposed deck and retaining wall improvements along the ravine at 5 Pine Creek Lane, as well as, contact information for Harris County Flood Control District (HCFCD).
- Mrs. Janis Hooker (Property Owner) has reached out to HCFCD and has been informed that the proposed improvements will not be permissible and that she would only be allowed to construct stairs down the ravine. Mrs. Hooker will need to contact HCFCD to determine what submittal requirements they have to approve the construction of the stairs and submit this information to the City as well for concurrent review.

j. 1027 Ridgeley Drive –

- On February 27, 2021, a water line leak was reported at 1027 Ridgeley Drive. InfraMark located and repaired the water line leak located in front of the house and immediately adjacent to the driveway (west side).

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

- HDR has reviewed the plans for the proposed Verizon Small Cell Nodes and associated conduits to be installed by MCImetro. In general, the submitted plans lack information on existing City and private utility infrastructure along the proposed conduit alignments. HDR will forward copies of existing record drawings for MCImetro to update the City's water and sanitary sewer facilities in their drawings. MCImetro will need to perform a record research with private utilities to identify these facilities in their drawings.
- On March 8, 2021, HDR met in the field with the City, Residents (Mr. Leroy Hermes and Mr. Michael Woodruff) and Verizon Representatives to discuss the relocation of the proposed Small Cell Nodes Pole at 1205 Archley Drive.

- During this meeting, an existing CenterPoint Energy pole was identified at the southwest corner of the Ridgeley Drive and Archley Drive intersection (1201 Archley Drive), as a potential pole to collocate Verizon's Small Cell Nodes. The pole appeared to be within the right-of-way (i.e. corner clip) and would require a cabinet to be installed at ground level, similar to the other three (3) locations throughout the City. This is the preferred option (Option 1). Verizon is going to check with CenterPoint Energy on the feasibility to collocate to this pole.
- Option 2 was to locate the new Small Cell Nodes Pole between the pine tree and ravine crossing at 1201 Archley Drive, approximately 5-ft to 6-ft from the edge of pavement.
- On March 9, 2021, Verizon confirmed that CenterPoint Energy approved the use of the existing pole at 1201 Archley Drive (Option 1) to collocate Verizon's Small Cell Nodes, as long as it is in the right-of-way. Verizon has requested a survey to confirm the pole location is in the right-of-way. Verizon will update the City accordingly.

l. TCEQ MS4 Permit and Annual Report Update –

- As previously reported, 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. The requested information was submitted to TCEQ on February 22, 2021 and accepted/approved by TCEQ on February 23, 2021.
- Also, as previously reported, 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.

m. SECO Preliminary Energy Assessment Program –

- 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.

- HDR recommends that the City take advantage of this free offer from SECO to potentially identify energy saving opportunities that may help the City reduce energy consumption and thus reduce cost on the long run.
- The City will reach out to TEESI Engineering to schedule the assessment.

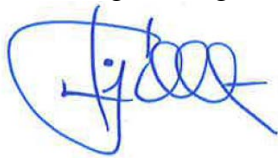
n. Lift Station Generator –

- On March 8, 2021, HDR met with the City (Council Member Gordy and City Administrator Susan Blevins) at the lift station site to evaluate the space available to install a natural gas emergency generator. There appears to be room to install an emergency generator on site. HDR will confirm generator size and footprint to confirm feasibility of generator installation at the lift station site.
- 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).
- HDR is evaluating the option of a Generac Residential Natural Gas Generator to potentially reduce the size and required footprint of the generator; however, after the severe winter weather, local Generac vendors have been inundated with sales and information requests. HDR is currently waiting on Generator Supercenter (Generac Vendor/Representative) to contact us back and evaluate the Residential Generator option.

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)