



May 12, 2023

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

Re: Engineer's Report for May 16, 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 April 14, 2023 to May 12, 2023.

1. On-Going Services (10361759):

a. 8001 Bromley Street –

- On May 2, 2023, HDR provided a parking pad inspection for 8001 Bromley Street. The inspection passed with exceptions noted.

b. 1311 Friarcreek Lane –

- On May 11, 2023, HDR reviewed and returned comments for a right of way permit at 1311 Friarcreek Lane for the installation of gas service to the address. The right of way permit was approved with exceptions noted.

c. 1306 Glourie Drive –

- On May 8, 2023, HDR reviewed and returned comments for the Drainage Plan for 1306 Glourie Drive. The drainage plan shall be revised and resubmitted to address all comments.

d. 1123 Guinea Drive –

- On April 21, 2023, HDR received a As-Built Drainage Plan resubmittal for 1123 Guinea Drive. The drainage plan is currently being reviewed for comments.



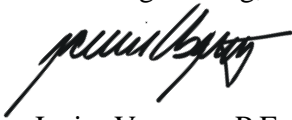
- e. 1242 Ridgeley Drive –
  - On May 8, 2023, HDR reviewed and returned comments for the Drainage Plan for 1242 Guinea Drive. The drainage plan shall be revised and resubmitted to address all comments.
  
- f. Hilshire Green Paving, Drainage & Utility Improvements –
  - HDR has prepared the engineering services proposal, including Survey, Geotechnical and Urban Forester services for the proposed Hilshire Green Paving, Drainage & Utility Improvements Project.
  - HDR will present and discuss this Engineering Services Proposal during the May 16, 2023 Regular City Council Meeting.
  
- g. Pine Chase Grove Water Meters –
  - HDR has been coordinating with Landtech, Inc. for a proposal request for surveying services which include topographic, boundary and abstracting. Once received, the proposal will be forwarded to the City for approval.
  
- h. Wirt Road Safety Project/ Interlocal Agreements –
  - On May 4, 2023, HDR attended the Public Meeting with residents/stakeholders, and presented preliminary plans of the proposed sidewalk improvements on the west side of Wirt Road in order to obtain feedback from the community before draft plans are submitted to the City of Houston for review and comments.
  - During this meeting, HDR discussed the potential conflicts between the proposed sidewalk and the existing trees, shrubs, water meters, water valves, MCI boxes, power poles, etc. In the meeting and on follow up communications with the City, several residents provided their consent to remove some of the trees/shrubs in potential conflict with the proposed sidewalk. HDR will need to discuss and confirm with Hilshire Village City Council how private betterments encroaching into the City of Houston right-of-way shall be handled in this project. In past City of Hilshire Village projects where work performed was within the City of Hilshire Village rights-of-way, private betterments such as sprinkler systems, mail boxes, ornamental driveways, etc., were either removed in advance by the property owners or removed by the City contractor; however, the City would not pay to re-install or repair any damages to private betterments within the City's right-of-way. Since the sidewalk project will be located within City of Houston right-of-way, HDR would like to confirm with Hilshire Village City Council how to handle private betterments on this project.

- HDR also noted that unlike the rest of the Wirt Road west right-of-way, which is offset approximately 10-ft from the back of curb, the right-of-way in front on School of the Woods is located just behind the back of curb, therefore, easement/right-of-way acquisition may be required in order to extend the sidewalk across School of the Woods. The Harris County Appraisal District Maps depict a continuous and straight right-of-way between Westview and IH-10; however, after the topographic survey was processed this right-of-way issue was identified. Since the proposed sidewalk will be installed in City of Houston right-of-way, HDR is coordinating with the City of Houston to determine what additional steps will be required to address this situation.
  
- Former Mayor Russell Herron is actively involved with School of the Woods and has kindly offered to provide assistance in coordinating the right-of-way issue with the City of Hilshire Village and the City of Houston. Once the City of Houston provides feedback on this issue, HDR will coordinate with Hilshire Village City Council and School of the Woods accordingly.

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.



Javier Vasquez, P.E., CFM  
Civil Engineer

cc: Files (10361759)