



August 11, 2023

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

Re: Engineer's Report for August 15, 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 July 14, 2023 to August 11, 2023.

1. On-Going Services (10361759):

a. 8005 Anadell Street –

- On July 25, 2023, HDR attended the pre-construction meeting for 8005 Anadell Street. The Developer was made aware of the pertinent construction items for drainage as noted in the City Code of Ordinances.

b. 8002 Burkhart Road –

- On August 10, 2023, HDR reviewed and returned comments for the Drainage Plan for 8002 Burkhart Road. The drainage plan shall be revised and resubmitted to address all comments.
- On July 27, 2023, HDR provided a silt fencing inspection for 8002 Burkhart Road. The initial inspection required corrections, with reinspection performed on August 4, 2023, and passed with exceptions noted.

c. 1315 Friarcreek Lane –

- On July 26, 2023, HDR reviewed and returned comments for the Drainage Plan Amendment for 1315 Friarcreek Lane. The drainage plan shall be revised and resubmitted to address all comments.

d. 1226 Glourie Drive –

- On July 26, 2023, HDR reviewed and returned comments for the Drainage Plan for 1226 Glourie Drive. The drainage plan shall be revised and resubmitted to address all comments.



- e. 1126 Guinea Drive –
 - On August 10, 2023, HDR provided a driveway culvert inspection for 1126 Guinea Drive. The inspection passed with exceptions noted.
- f. 1319 Pine Chase Drive –
 - On July 27, 2023, HDR reviewed and returned comments for the Drainage Plan for 1319 Pine Chase Drive. All previous comments/corrections were addressed by the engineer on July 6, 2023. The drainage plan was approved with exceptions noted.
- g. 12 Pine Creek Lane –
 - On August 11, 2023, HDR reviewed and returned comments for the As Built Drainage Plan for 12 Pine Creek Lane. All previous comments/corrections were addressed by the engineer on July 27, 2023. The as built drainage plan was approved with exceptions noted.
- h. 1218 Ridgeley Drive –
 - On July 20, 2023, HDR received a Pool Drainage Plan submittal for 1218 Ridgeley Drive. The drainage plan was reviewed, and comments coordinated on August 7, 2023, with resubmittal receive on August 8, 2023.
 - On August 10, 2023, HDR reviewed and returned comments for the Pool Drainage Plan for 1218 Ridgeley Drive. All previous comments/corrections were addressed by the applicant on August 8, 2023. The pool drainage plan was approved with exceptions noted.
- i. 1310 Ridgeley Drive –
 - On July 11, 2023, HDR received an As Built Erosion Control Plan submittal for 1310 Ridgeley Drive. The plan submittal is awaiting additional documentation and is currently being reviewed for comments.
- j. City Ditch and Culvert Inspections
 - During the July Council Meeting, there was discussion of concerns of drainage within the City and the possibility of maintenance of culverts to operate properly during rain events. It was noted that City Staff would review the possibility of having an inspection performed throughout the City to document any deficient ditches or culverts.
 - HDR will be coordinating with City Staff to implement a City-wide inspection of culverts and associated roadside ditches as well as receiving feedback from Residents of areas that are of concern.

k. City Water and Testing

- As of mid-July, Inframark has been notifying City Staff of lower than normal chlorine residuals as part of the daily testing of City water. The values reported remain in compliance with State requirements; however, they are continued to be monitored in order to prevent any further issues that may be resulting from the City of Houston water system. Coordination was initiated at this time to get in contact with City of Houston Public Works to assess the issue.
- On August 9, 2023, a response from City of Houston Public Works was received and that they are aware of the concern and looking into increasing the chlorine residual as well as acknowledged that the excessive heat and drought conditions are a struggle that all water systems are facing at this time. Once evaluated, the City of Houston Public Works will be providing a response.

l. Drainage Easement Improvements

- The drainage easements that are located near 1307 Friarcreek Lane and 1209 Pine Chase Drive have been identified as areas that will require maintenance and improvements within the easement as noted in previous coordination with concerned residents.
- Due to the location and associated cost of improvements that would be required, it was noted in the August 8, 2023 Workshop Meeting with City Council that these improvements be budgeted as part of future capital improvements projects. Pending approved budget, future coordination will be made to prepare a proposal for these improvements.

m. Hilshire Green Paving, Drainage & Utility Improvements –

- HDR has been coordinating with its Subconsultants, Landtech, Inc. (Surveyor), Geotest Engineering, Inc. (Geotechnical Investigation) and C.N. Koehl Urban Forestry (Tree Protection Plans) on executing subconsultant agreements and scheduling their respective services for the project.
- HDR has been coordinating with private utility companies to request records research on their existing facilities to aid in the preparation of drawing backgrounds.
- HDR has also been compiling and reviewing all City record drawings on the existing water, sewer, and storm sewer infrastructure that will be replaced/upgraded as part of this project.
- Based on the August 8, 2023 Workshop Meeting with City Council, the Hickory Shadows Paving, Drainage & Water Improvements Project may be combined with the Hilshire Green Paving, Drainage & Utility Improvements Project, as a single design, bid and construction package for efficiency and potential cost savings in both engineering and construction costs. HDR will request confirmation from City Council to proceed forward with this approach and if so, HDR will amend/prepare the Engineering Services Proposal to include the Hickory Shadows Subdivision to

the Hilshire Green Project, and submit and present the amended proposal at the next Council Meeting.

n. Pine Chase Grove Water Meters –

- HDR has been in coordination with the Surveyor (Landtech, Inc.) to begin survey of the Pine Chase Grove water meter and cul-de-sac area. The surveyor will be on-site the week of August 13th to complete survey. Once information is provided by the Surveyor for review, an update will be provided to summarize existing conditions and detail recommendations for improving the water meter area and drainage.

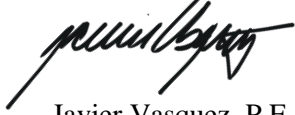
o. Wirt Road Safety Project/ Interlocal Agreements –

- On August 9, 2023, Mr. Shapoor Golshan (COH TDO) contacted HDR and requested that a Design Concept Report (DCR) Intake Form be prepared and submitted to the COH for review. The DCR Intake Form is a standard form that is filled by an external agency to demonstrate interest in undertaking a project within the City of Houston boundaries. It outlines basic information that helps to determine whether the project warrants the DCR process or not. Houston Public Works' (HPW) Interagency – Planning will determine, based on the external agency's responses on this form, whether a DRC needs to be undertaken.
- Projects with sidewalk panel replacement or other surface projects of that nature may not need a DCR process, therefore, HDR does not anticipate the DRC process will be required for this project. However, the DCR Intake Form Committee composed of HPW/COH subject matter experts will review the project and determine whether a DCR is needed or not. This review is completed within 21 business days of DCR Intake Form Submittal.
- This DCR review will take into consideration the potential location of crosswalks, if any, that may be requested by the COH. The City is requesting information on any Traffic Impact Assessment (TIA) or traffic impact studies for the project area that may have been conducted by the City of Hilshire Village to support our justification to not add crosswalks, except at the signalized intersections with Westview Drive and IH-10 WB Feeder Road, which already have crosswalks. HDR is currently preparing the DCR Intake Form and will also furnish traffic study information conducted by Spring Valley Police Department back in March of 2017 to support this request. HDR will be submitting this information to the COH next week.
- Mr. Golshan has also forwarded information on the right-of-way issue across the School of the Woods to the COH Real Estate Group for assistance on this issue. At this time, they are deferring the COH Legal Department involvement on this issue until guidance is provided by the COH Real Estate Group.
- HDR has also been coordinating with Mr. Embry Woods to follow up on the status of the Interlocal Agreement (ILA) between the City of Hilshire Village and City of Houston.

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.

A handwritten signature in black ink, appearing to read 'Javier Vasquez', written in a cursive style.

Javier Vasquez, P.E., CFM
City Engineer for City of Hilshire Village

cc: Files (10361759)