



July 14, 2023

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

Re: Engineer's Report for July 18, 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 June 16, 2023 to July 14, 2023.

1. On-Going Services (10361759):

a. 1306 Glourie Drive –

- On June 20, 2023, HDR attended the pre-construction meeting for 1306 Glourie Drive. The Developer was made aware of the pertinent construction items for drainage as noted in the City Code of Ordinances.
- On July 6, 2023, HDR provided a pre-construction inspection for 1306 Glourie Drive. The inspection passed with exceptions noted.

b. 1126 Guinea Drive –

- On June 27, 2023, HDR provided a culvert inspection for 1126 Guinea Drive. The initial inspection required corrections, with reinspection performed on June 29, 2023, and passed with exceptions noted.

c. 1319 Pine Chase Drive –

- On July 7, 2023, HDR received a Drainage Plan resubmittal for 1319 Pine Chase Drive. The drainage plan is currently being reviewed for comments.

d. 12 Pine Creek Lane –

- On July 12, 2023, HDR received an As Built Drainage Plan submittal for 12 Pine Creek Lane. The drainage plan is currently being coordinated and reviewed for comments, including resolution to issues noted in the June 2023 Engineer's Report.

- e. 1210 Ridgeley Drive –
  - On June 21, 2023, HDR reviewed and returned comments for a right of way permit at 1210 Ridgeley Drive for the installation of gas service to this address. All previous comments/corrections were addressed by the applicant on June 14, 2023. The right-of-way permit was approved with exceptions noted.
- f. 1310 Ridgeley Drive –
  - On July 11, 2023, HDR received an As Built Erosion Control Plan submittal for 1310 Ridgeley Drive. The as built erosion control plan is currently being reviewed for comments.
- g. Hilshire Green Paving, Drainage & Utility Improvements –
  - HDR previously prepared the engineering services proposal, including Survey, Geotechnical and Urban Forester services for the proposed Hilshire Green Paving, Drainage & Utility Improvements Project.
  - As discussed during the June 20, 2023 Regular City Council Meeting, the City will revisit their finances and funding sources available to fund the design and construction of this project.
  - HDR will also revise the proposal to provide part-time inspection (20 hours per week) instead of full-time inspection for this project.
- h. Pine Chase Grove Water Meters –
  - HDR has coordinated with the Surveyor (Landtech, Inc.) to begin survey of the Pine Chase Grove water meter and cul-de-sac area. 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.
- i. Wirt Road Safety Project/ Interlocal Agreements –
  - On June 29, 2023, HDR completed the final edits to the Interlocal Agreement (ILA) between the City of Hilshire Village and the City of Houston, and forwarded to Mr. Scott Bounds (City Counsel – Olson & Olson) for final review.
  - j.
  - On July 3, 2023, Mr. Bounds reviewed and returned the Final ILA to the City of Hilshire Village for final review and execution. On July 10, 2023, the City of Houston Assistant City Attorney, Mr. Arnold Colunga, also reviewed the Final ILA sent by Mr. Bounds and confirmed no further comments/revisions from the City of Houston. Mr. Colunga noted they will await for Hilshire Village’s signature on the ILA so they can finalize and execute accordingly.
  - Mayor Robert Buesinger and City Secretary Cassie Stephens signed and forwarded the ILA to Mr. Colunga (COH) on July 14, 2023.

- HDR has coordinated with the Surveyor (Landtech, Inc.) to obtain additional survey data along the brick walls on Hickory Shadows, Hilshire Oaks and Hilshire Green which will be critical to mitigate the impact the proposed sidewalk may have on the existing drainage in the area.
- HDR has also being coordinating with Mr. Jose Laguna, COH Interagency Group regarding the proposed sidewalk plans and right-of-way/easement issue with The School of the Woods. Mr. Laguna will be scheduling a meeting with the City of Houston Planning & Development Department, Transportation and Drainage Operations Group, and the Multimodal Safety & Design Branch to discuss the right-of-way issue, requirements for potential crosswalk locations and preliminary sidewalk design.

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.  
City Engineer for City of Hilshire Village

cc: Files (10361759)