



April 14, 2023

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

Re: Engineer's Report for April 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 March 17, 2023 to April 14, 2023.

1. On-Going Services (10361759):

a. 1339 Friarcreek Lane –

- On April 13, 2023, HDR provided a driveway inspection for 1339 Friarcreek Lane. The inspection passed with exceptions noted.

b. 1306 Glourie Drive –

- On April 14, 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.

c. 1123 Guinea Drive –

- On March 20, 2023, HDR provided an as built drainage inspection for 1339 Friarcreek Lane. The inspection did not pass and will require a reinspection.
- On April 3, 2023, HDR reviewed and returned comments for the As Built Drainage Plan for 1123 Guinea Drive. The as built drainage plan shall be revised and resubmitted to address all comments.

d. 1126 Guinea Drive –

- On March 30, 2023, HDR provided a drainage cover inspection for 1126 Guinea Drive. The inspection failed and required a re-inspection.
- The re-inspection for the drainage cover was performed on April 3, 2023 and passed with exceptions noted.

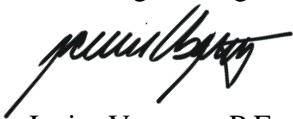
- e. 2 & 3 Pine Creek Lane –
 - HDR previously visited the project site at 2 & 3 Pine Creek Lane on March 7, 2023, to review the ravine area along 2 & 3 Pine Creek due to a complaint of construction debris/stockpiles within the ravine area of the property. Notification of removing the debris/stockpiles was sent by City Staff to the Contractor on March 13, 2023.
 - HDR revisited the project site on April 13, 2023, to verify removal of the debris/stockpiles was completed and area restored to original condition. It was noted that progress of debris and stockpiles removal from the ravine area was made; however, there was still construction debris present and areas that still required grading to be performed. Staff will be contacting the Contractor to notify them that the removal of the debris/stockpiles is still incomplete, and removal and restoration is to be completed accordingly. A follow-up site visit will be made to verify the remaining work has been completed.
- f. 1242 Ridgeley Drive –
 - On March 22, 2023, HDR received a Drainage Plan submittal for 1242 Ridgeley Drive. The drainage plan is currently being reviewed for comments.
- g. Hilshire Green Paving, Drainage & Utility Improvements –
 - HDR is preparing the engineering services proposal and coordinating with Survey, Geotechnical and Urban Forester Subconsultants on proposals and/or proposal revisions for topographic survey, geotechnical and tree protection plan services for the proposed Hilshire Green Paving, Drainage & Utility Improvements Project.
 - HDR will submit and discuss the Engineering Services Proposal for the Hilshire Green Paving, Drainage & Utility Improvements Project during the May 16, 2023, Regular City Council Meeting.
- h. Pine Chase Grove Water Meters –
 - A meeting was held with City Staff, HDR and the residents of 1324 and 1327 Pine Chase Grove to review the existing conditions of the water easement area and discuss potential action items to help make progress of improving the area due to the appearance and ongoing safety concerns and soil erosion taking place within the area.
 - During the meeting, the residents presented the main concerns of the area being the operation and use of the existing backflow assembly devices located near the property line common to Westview Drive, the continuing soil erosion taking place within the area, and the condition/appearance of the water meters and general area.

- As a result of the discussion, a list of action items was developed to address the resident concerns which include surveying services for obtaining topographic and boundary information, operational improvements for the backflow assembly areas, and for removal of the paint and installing bolts on the meter vault covers to be performed by the City of Houston.
 - Upon approval of the surveying services, plans and improvement items will need to be developed based on the information provided to be presented to all stakeholders.
- i. Wirt Road Safety Project/ Interlocal Agreements –
- HDR has requested Ms. Cassie Stephens (City Secretary) to schedule the public meeting for the first week of May 2023 to discuss the proposed sidewalk improvements and obtain feedback from the community before draft plans are submitted to the City of Houston for review and comments.
 - HDR has processed the topographic survey from Landtech Consultants (HDR Survey Subconsultant) and prepared the site plan backgrounds, including information on existing private utilities (i.e., electrical, gas, telephone, cable, etc.) and prepared preliminary redlines design of the proposed sidewalk. Redlines will be incorporated into CAD next week in preparation for the Public Meeting with City and Residents.
 - As requested by Mr. Scott Bounds (City Legal Counsel – Olson & Olson) during the March 21, 2023 Regular Council Meeting, HDR provided Mr. Bounds the contact information for Mr. Patrick Nguyen (City of Houston) and Mr. Embry Woods (City of Houston) to follow up on the status of the ILA between the City of Houston and Hilshire Village for this project.

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)