



July 12, 2024

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

Re: Engineer's Report for July 16, 2024 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 14, 2024 to July 12, 2024.

1. On-Going Services (10361759):

a. 8116 Bromley Road –

- On July 2, 2024, HDR reviewed and returned comments for the right of way permit for 8116 Bromley Road. The right of way permit was approved with exceptions noted.

b. 8002 Burkhart Road –

- On June 27, 2024, HDR received an As Built Drainage Plan resubmittal for 8002 Burkhart Road. The as built drainage plan resubmittal is currently being reviewed for comments.

c. 1315 Friarcreek Lane –

- On June 27, 2024, HDR received an As Built Drainage Plan resubmittal for 1315 Friarcreek Lane. The as built drainage plan resubmittal is currently being reviewed for comments.

d. 1335 Friarcreek Lane –

- On June 28, 2024, HDR visited the properties at 1335 Friarcreek and 1331 Friarcreek respectively to review a complaint made regarding residential drainage between the properties and associated landscaping projects taking place. A meeting was scheduled to review the findings with the property owners; however, due to the recent holiday and tropical storm event, a meeting has been postponed and currently being rescheduled. Once a meeting has been held, it is anticipated that property owners will be able to mediate a solution to the drainage issue and for HDR and City Staff to address questions that may arise.

- e. 1226 Glourie Drive –
 - On June 20, 2024, HDR reviewed and returned comments for the Drainage Plan Amendment (Pool) Resubmittal for 1226 Glourie Drive. The drainage plan amendment resubmittal was approved with exceptions noted.
- f. 1306 Glourie Drive –
 - On July 12, 2024, HDR reviewed and returned comments for the As Built Drainage Plan for 1306 Glourie Drive. The as built drainage plan shall be revised and resubmitted to address all comments.
- g. 1117 Guinea Drive –
 - On July 12, 2024, HDR reviewed and returned comments for the Drainage Plan Amendment Resubmittal for 1117 Guinea Drive. The drainage plan resubmittal was approved with exceptions noted.
- h. 1102 Guinea Drive –
 - On July 5, 2024, HDR received a Parking Pad Permit Review for 1102 Guinea Drive. The parking pad plan is currently being reviewed for comments.
- i. 1123 Guinea Drive –
 - On June 28, 2024, HDR reviewed and returned comments for the Pool Drainage Plan for 1123 Guinea Drive. The pool drainage plan shall be revised and resubmitted to verify existing conditions and address all minor comments.
- j. 1035 Ridgeley Drive –
 - On July 10, 2024, HDR received an Erosion Control Drainage Plan for 1035 Ridgeley Drive. The erosion control plan is currently being reviewed for comments.
- k. 1214 Ridgeley Drive –
 - On July 12, 2024, HDR reviewed and returned comments for the Drainage Plan for 1214 Ridgeley Drive. The drainage plan shall be revised and resubmitted to address all comments.
- l. 1242 Ridgeley Drive –
 - On June 21, 2024, HDR provided a cover inspection for 1242 Ridgeley Drive. The initial inspection passed with exceptions noted.
- m. 1310 Ridgeley Drive –
 - On September 13, 2023, HDR received the remaining information for the As Built Erosion Control Plan submittal for 1310 Ridgeley Drive. The plan submittal is currently being coordinated for review completion.

- n. 1131 Wirt Road –
 - On February 20, 2024, HDR received a complete As Built Pool Drainage Plan Resubmittal for 1131 Wirt Road. The as built pool drainage plan is currently being reviewed for comments.
- o. Ditch Regrading Program –
 - HDR and City Staff has contacted and met with Contractors onsite this month to provide quotation of City-wide ditch regrading to address areas experiencing localized drainage issues. HDR and City Staff will be coordinating with the Contractors this month to provide additional information on location and mapping of the address areas and to request quotations for completing the work. It is anticipated next month to have the quotes ready for discussion and approval of a Contractor to perform the work.
- p. Drainage Easement Improvements –
 - HDR has contacted and met with additional Contractors to provide a site visit to review the drainage easement locations located at Friarcreek Lane and Pine Chase Drive. HDR will continue coordination with the Contractors this month to define a final scope of work and receive quotations for the improvements at these locations.
- q. Hilshire Green Paving, Drainage & Utility Improvements –
 - Engineering design for the paving, drainage and utilities is concurrently being performed for the project. This includes development of items such as plan & profiles, drainage area mapping, project layout and survey control, SWPPP, tree protection plan, construction details, and traffic control along with construction specifications.
 - It is anticipated that a milestone set of plans will be available for review at the August Council Meeting and will also look to schedule a Townhall Meeting for the residents to provide comment/input on the project.
- r. Lead Service Line Inventory (LSLI Survey)
 - HDR has been in coordination with the sub-consultant (RJN Engineering) performing the LSLI survey within the City. RJN has completed the field work for the survey and is currently in the process of finalizing the field data for GIS integration and mapping.
 - There are a few services that are being requested for investigation of their location and is estimated to be completed by the City's utility operator to allow RJN to confirm the meters for the inventory. A portion of these service locations were determined; however, the remaining will be coordinated to be identified by Inframark in the field once conditions allow from the recent tropical storm event.

s. Pine Chase Grove Water Meters –

- HDR and City Staff recently met contractors onsite to review the project area and to provide an overview of the project scope in order to receive quotes for completing the proposed work. HDR will coordinate with City Staff and the adjacent property owners to review the scope of work and address any questions they may have. It is anticipated that next month that HDR will receive the quotes to present to Council for discussion and approval of a Contractor to perform the work.
- Once a Contractor is selected, HDR will provide coordination with the City of Houston to continue efforts for improvements involving the water meter vaults and above ground meter read panels, including the installation of the conduit associated with the relocation of the wiring and above ground meter read panels.

t. Street Pavement Point Repairs –

- HDR has coordinated a schedule of the repairs with the Contractor for the two project areas along Pine Creek and the Guinea and Burkhart intersection. The repair schedule was set to take place mid-July; however, due to the recent tropical storm the start date will be delayed until confirmation is made that efforts to remove debris from the areas has been substantially completed. HDR and City Staff will schedule a pre-construction meeting next week to review the project and City requirements.

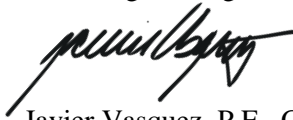
u. Wirt Road Safety Project/ Interlocal Agreements –

- HDR has initiated the surveying services required to complete the metes and bounds survey for the associated easement paperwork at the School of the Woods. It is anticipated that this should be completed near the end of the month or beginning of August. Once received, HDR will work with the City of Houston and Harris County to have the associated paperwork executed and filed accordingly.
- HDR is in the process of completing a milestone plan set (100% submittal) to submit to the City of Houston for permitting and review by the necessary review groups for comment and is working to have this set submitted by the end of the month.

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
City Engineer for City of Hilshire Village

cc: Files (10361759)