



August 16, 2024

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

Re: Engineer's Report for August 20, 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 July 12, 2024 to August 16, 2024:

1. On-Going Services (10361759):
  - a. 8001 Anadell Street –
    - On August 14, 2024, HDR received a right of way permit for 8001 Anadell Street. The right of way permit is currently being reviewed for comments.
  - b. 8005 Anadell Street –
    - On June 19, 2024, HDR provided a cover inspection for 8005 Anadell Street. The initial inspection failed and required corrections. A subsequent desktop review was made by confirming corrections were made and passed with exceptions noted.
  - c. 8002 Burkhart Road –
    - On August 16, 2024, HDR reviewed and returned comments for the As Built Drainage Plan resubmittal for 8002 Burkhart Road. The as built drainage plan resubmittal was approved with exceptions noted.
  - d. 1315 Friarcreek Lane –
    - On August 16, 2024, HDR reviewed and returned comments for the As Built Drainage Plan resubmittal for 1315 Friarcreek Lane. The as built drainage plan shall be revised and resubmitted to address all comments.
  - e. 1331 Friarcreek Lane –
    - On August 12, 2024, HDR received a landscape permit for 1331 Friarcreek Lane. The landscape permit is currently being reviewed for comments.

- f. 1335 Friarcreek Lane –
- It was previously noted that 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 with residents is pending once review of the permit submitted for 1331 Friarcreek has been reviewed accordingly.
- g. 1117 Guinea Drive –
- On August 6, 2024, HDR provided a cover inspection for 1117 Guinea Drive. The initial inspection failed and required corrections. A subsequent inspection was made on August 9, 2024 and passed 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 and coordinated for comments.
- i. 1123 Guinea Drive –
- On August 6, 2024, HDR received Pool Drainage Plan resubmittal for 1123 Guinea Drive. The pool drainage plan resubmittal is currently being reviewed for comments.
- j. 1126 Guinea Drive –
- On August 7, 2024, HDR received a Pool As Built Drainage Plan for 1126 Guinea Drive. The pool drainage plan resubmittal is currently being reviewed for comments.
  - On August 14, 2024, HDR provided a cover inspection for 1126 Guinea Drive. The inspection passed with exceptions noted.
- k. 14 Hickory Shadows Drive –
- On July 31, 2024, HDR provided a secondary drainage cover inspection for 14 Hickory Shadows Drive. The inspection passed with exceptions noted. A review of final installation was submitted via email on August 12, 2024. In review of the photos provided, there is no objection to the work completed.
- l. 1035 Ridgeley Drive –
- On August 12, 2024, HDR reviewed and returned comments for the Erosion Control Plan for 1035 Ridgeley Drive. The erosion control plan shall be revised and resubmitted to address all comments.
- m. 1214 Ridgeley Drive –
- On August 6, 2024, HDR and Staff met with the engineer of record for the Drainage Plan for 1214 Ridgeley Drive. Comments pertaining to the perimeter

elevations were discussed and recommendation to move forward with completing the drainage plan. A follow up meeting was conducted on August 16, 2024 to revisit these items with the builder and it was determined that they would work to revise the plan to adhere to drainage requirements along the perimeter and would resubmit the plans for review.

n. 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.

o. 1326 Ridgeley Drive –

- On July 24, 2024, a pre-development meeting was conducted for 1326 Ridgeley Drive. HDR provide general guidance for Drainage Requirements pertaining to this address.
- On August 14, 2024, HDR provided a cover inspection for 1326 Ridgeley Drive. The inspection passed with exceptions noted.

p. 1131 Wirt Road –

- On August 16, 2024, HDR reviewed and returned comments for the As Built Pool Drainage Plan resubmittal for 1131 Wirt Road. The pool as built drainage plan resubmittal was approved with exceptions noted.

q. Ditch Regrading Program –

- HDR has met with two contractors about the work identified by the City. HDR is coordinating the plans of the proposed improvements with Cobalt Engineering along with associated bid sheets to solicit three (3) quotes for work, and bring to City Council for approval.

r. Drainage Easement Improvements –

- Friarcreek Lane Drainage Easement – A virtual meeting was held with HCFCD on August 6, 2024. Requirements were identified that City of Hilshire Village would need to follow for improvements inside HCFCD ROW (if any). The attendees discussed use of rip rap and slope paving with energy dissipaters to reduce potential damage to the outfall and HCFCD receiving channel. HDR also met with two additional contractors to discuss potential solutions due to the location of the easement. HDR will coordinate survey of the area to delineate limits of HCFCD receiving stream and prepare exhibits with proposed improvements and associate bid sheets, solicit three (3) quotes for work, and bring to City Council for approval. Approval for the Survey will be requested and provide cost to the City prior to creating exhibits.
- 1209 Pine Chase Drainage Easement – In review of the improvements required, it was identified to add a wingwall with low profile on 30” and 24” pipe at the outfall entrance, regrade the existing ditch between the street and outfall, and remove tree stumps and other existing shrubbery that is a nuisance to this area. A meeting with

two separate Contractors was performed to discuss improvements necessary for this area. It was noted that HDR will prepare exhibits with these proposed improvements and associate bid sheets to solicit three (3) quotes for work, and bring to City Council for approval.

s. Hilshire Green Paving, Drainage & Utility Improvements –

- Engineering design for the paving, drainage and utilities is currently at a 70% design and was submitted to the City on August 15, 2024 for distributing to Council for review and comment. It is anticipated to provide further discussion on this item during the regular City Council Meeting to receive feedback/comments for addressing in the final design.
- HDR will also request to confirm a scheduled date to conduct a Townhall Meeting for the residents to provide comment/input on the project.

t. Lead Service Line Inventory (LSLI Survey)

- There are currently three (3) remaining meters that have not been located and catalog as of August 12, 2024. Additional guidance was provided by City Staff on August 15, 2024 for the location of these meters and is currently being revisited to verify the locations of these meters.

u. Pine Chase Grove Water Meters –

- City of Houston (COH) has agreed to relocate control panel for the two-meter vaults, install safety bumper on corners of vaults, and paint meter vault covers. COH has requested that Hilshire Village cut the open trench for them to install conduit and wiring at the new location.
- Back flow preventer that was leaking and causing erosion has been replaced by the City of Hilshire Village; however, to mitigate future potential erosion in the area, improvements will be installed to mitigate potential erosion to this area. Furthermore, additional inlets will be installed to improve drainage on the east side area. HDR has survey on this area and created schematics.
- HDR will update the schematics/exhibits with proposed improvements and associate bid sheets, solicit three (3) quotes for work, and bring to City Council for approval and for feedback from the respective property owners adjacent to this easement area.

v. Street Pavement Point Repairs –

- The Contractor has completed the approved point repair locations as of August 9, 2024 and are currently being reviewed for completion and for any necessary corrections/cleanup to the areas.

w. TCEQ MS4

- It is anticipated that the application period for the general permit will open in August 2024. Coordination will be made with City Staff to complete the application once the permitting process is opened.

- x. Water Meter Vault at Hickory Shadows
  - A site visit was performed for this location and the meter vault was found in good condition with the exception of the hatch. HDR will coordinate with the City of Houston to address this issue. HDR also will also make the recommendation to the City of Hilshire Village to abandon the small meter vault.
  
- y. Wirt Road Safety Project/ Interlocal Agreements –
  - HDR is in the process of a plan set (70% submittal) to submit to the City of Houston for permitting and review by the necessary review groups for comment on August 20, 2024.
  - Completion of the ROW/Easement Dedication is being completed and will also be provided to City of Houston – Real Estate team. Coordination for signatures will be initiated once signatories have been identified/assigned.

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)