



January 16, 2026

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

Re: Engineer's Report for January 20, 2026 Council Meeting  
HDR Job No. 10420677

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from December 13, 2025 to January 16, 2026:

1) On-Going Services (10420677):

a) 8013 Anadell Street –

- On January 6, 2026, HDR reviewed and returned the 3<sup>rd</sup> Drainage Plan submittal for 8013 Anadell Street. The drainage plan was approved with exceptions as noted.

b) 1236 Archley Drive –

- The proposed drainage improvements at 1236 Archley Drive were not constructed/installed per the Approved Drainage Plan Amendment #1, as determined during the As-Built Drainage Plan review process. Therefore, the Contractor has submitted Drainage Plan Amendment #2 for final review and approval to demonstrate that the installed drainage system is in compliance with the City's Code of Ordinances and Drainage Criteria.
- On December 30, 2025, HDR reviewed and returned the Drainage Plan Amendment #2 submittal for 1236 Archley Drive. The Drainage Plan Amendment #2 requires corrections (e.g. downspouts connected to inlets, missing inlets and storm sewer pipes connecting inlets, additional walkways not shown on the plan, etc.); therefore, the plan needs to be revised and resubmitted.

c) 1315 Bridle Spur Lane –

- On January 6, 2026, HDR reviewed and returned the 2<sup>nd</sup> Drainage Plan submittal for 1315 Bridle Spur Lane. The Drainage Plan requires corrections (e.g. update drainage plan background with updated survey, missing elevations along the property perimeter, inlets flowline elevations not showing positive drainage, missing storm outfalls rip rap dimensions and details, missing City notes, etc.); therefore, the plan needs to be revised and resubmitted.

d) 1311 Friarcreek Lane –

- On January 7, 2026, HDR reviewed and returned the 3<sup>rd</sup> Pool Drainage Plan and Erosion Control Plan submittal for 1311 Friarcreek Lane. The Pool Drainage Plan requires corrections (e.g. incorrect cut/fill calculations and mitigation in floodplain, etc.); therefore, the plan needs to be revised and resubmitted.
- On January 12, 2026, HDR received the 4<sup>th</sup> Pool Drainage Plan and Erosion Control Plan submittal for 1311 Friarcreek Lane. The plans are currently under review.

e) 1234 Glourie Drive –

- On January 13, 2026, HDR performed a final drainage cover inspection at 1234 Glourie Drive to verify the As-Built Drainage Plan Survey. Several deficiencies were identified (e.g. pool and associated pool drainage system not installed, a continuous flower bed along the rear property line was installed that could impede pre-existing drainage conditions from adjacent property owners on the back, etc.), therefore, the inspection failed.
- On January 15, 2026, HDR reviewed and returned the As-Built Drainage Plan submittal for 1234 Glourie Drive. As noted in the final drainage cover inspection, several deficiencies were identified, therefore, the as-built drainage plan needs to be revised and resubmitted, including updated As-Built Certification Letter from the Engineer of Record certifying the drainage system was installed in general conformance with the City Code of Ordinances and Drainage Criteria.
- On January 15, 2026, the Contractor requested a 2<sup>nd</sup> final drainage cover inspection. HDR is coordinating and scheduling this inspection with Contractor. Contractor has also confirmed that the pool will not be constructed.

f) 1306 Glourie Drive –

- On January 14, 2026, HDR performed a drainage cover inspection at 1306 Glourie Drive. Several deficiencies were identified (e.g. missing inlet protection barriers, inlet connections were not watertight, an inlet location was installed less than 3-ft away from downspout, pool main drain line was covered, etc.), therefore, the inspection failed.

g) 6 Hilshire Oaks Court –

- On December 12, 2025, HDR reviewed and returned the 1<sup>st</sup> Revision/Amendment to the 6 Hilshire Oaks Court Garage Addition Improvements. HDR confirmed that the previous drainage plan waiver can still be applied for the garage addition revisions. Contractor will be required to install silt fencing on the property perimeter where the garage and driveway panel replacement improvements are proposed, as well as request inspections for driveway panel replacement before the concrete is poured and for project closeout.
- On January 15, 2026, the Contractor requested a silt fence inspection. HDR is coordinating and scheduling this inspection with Contractor.

h) 1307 Pine Chase Drive –

- On January 12, 2026, HDR performed a silt fence inspection at 1307 Pine Chase Drive. The silt fence inspection passed.

i) 1311 Pine Chase Drive –

- On December 31, 2025, HDR reviewed and returned the Pool Drainage Plan Amendment #1 submittal for 1311 Pine Chae Drive. The Drainage Plan Amendment #1 requires corrections (e.g. elevations not showing positive drainage, missing storm sewer pipe information, impervious coverage calculation excluding pool area, missing City notes, etc.); therefore, the plan needs to be revised and resubmitted.
- On January 14, 2026, HDR reviewed and returned the 2<sup>nd</sup> Pool Drainage Plan Amendment #1 submittal for 1311 Pine Chae Drive. The Drainage Plan Amendment #1 requires corrections (e.g. drainage plan was not printed/plotted to scale, the pool layout appears to have change impacting impervious coverage, etc.); therefore, the plan needs to be revised and resubmitted.

j) 1035 Ridgeley Drive –

- On December 17, 2025, HDR reviewed and returned the 1<sup>st</sup> Drainage Plan submittal for 1035 Ridgeley Drive. The Drainage Plan requires corrections (e.g. elevation changes along the property perimeter, mislabeled inlets, missing second outfall section view detail, missing driveway culvert flowline elevations, missing SWPPP measures, etc.), therefore the plan needs to be revised and resubmitted.
- On December 30, 2025, HDR reviewed and returned the 2<sup>nd</sup> Drainage Plan submittal for 1035 Ridgeley Drive. The Drainage Plan requires corrections (e.g. proposed driveway culvert and ditch regrading are not showing positive drainage), therefore the plan needs to be revised and resubmitted.

k) 1105 Ridgeley Drive –

- On December 30, 2025, HDR reviewed and returned the 3<sup>rd</sup> Drainage Plan submittal for 1105 Ridgeley Drive. The drainage plan was approved with exceptions as noted.

l) 1209 Pine Chase & 1303/1307 Friarcreek Drainage Easement Improvements –

- 1209 Pine Chase Drive Drainage Easement – As previously reported, construction for this project was completed on November 7, 2025. HDR is coordinating with the Contractor (ICS) on their final invoice and closeout of the project.
- 1303/1307 Friarcreek Lane Drainage Easement – HDR is finalizing preliminary plan and profiles with pictures, and preliminary Opinion of Probable Construction Costs (OPCCs) for the recommended U-Channel construction along the improved segment of the drainage easement to mitigate adverse impacts to the residents' existing retaining walls and safely convey the drainage flows into Spring Branch Creek. HDR is also providing three (3) alternatives/options (e.g. gabion baskets, concrete rip rap, and concrete channel lining) to mitigate erosion on the outfall/unimproved segment of the creek, while taking into consideration flow velocities and 100-year water surface elevation within the area to mitigate adverse impact to Spring Branch Creek and the adjacent property owners. HDR will present this information during the January 20, 2026 City Council Meeting.
- As previously discussed, HDR is also recommending that the existing drainage easement be re-delineated to clear existing encroachments in the drainage easement, as well as in private property.

m) Wirt Road Safety Project –

**ANTICIPATED PROJECT TIMELINE:**

Approval from COH:

*March 18, 2025 (Updated)*

Construction NTP:

TBD with Harris County Precinct 3

- On January 8, 2026, HDR contacted Mr. Jason Hains (HC Precinct 3 Project Manager) to request an update on the Contractor assignment and estimated start of construction for the Project. Mr. Hains asked if the Project's Opinion of Probable Construction Cost (OPCC) was prepared using the County's negotiated unit prices with their On-Going Contractors. HDR noted that the OPCC was based on historical bid unit prices in the Houston-Galveston area. Mr. Hains noted that he is currently coordinating with the selected Contractor on the project cost since the cost is approximately \$100k over the initially estimated/agreed funding.
- Mr. Hains will work on amending the funding budget for the project, finalize coordination details with selected Contractor and get back to us with the anticipated Notice to Proceed (NTP) for the Project. HDR requested that once the Contractor is given NTP, a pre-construction meeting be scheduled to coordinate the construction sequencing of this sidewalk project in order to avoid potential conflicts with the Contractor working on the Hickory Shadows Paving, Drainage & Water Line Improvements Project.
- As previously reported, on November 3, 2025, HDR resubmitted/e-mailed the re-executed Sidewalk Easement Form 584 from The School Of The Woods to the Houston Permitting Center (HPC). On November 4, 2025, HDR received e-mail confirmation from HPC that all the documents were in order and to submit the original documentation for final processing to HPC. HDR couriered the original documents to HPC on November 13, 2025, received e-mail confirmation from HPC that the package was received and assigned Tracking No. 30855.
- However, on December 1, 2025, HPC requested the grantor to provide a notarized document (such as a resolution, affidavit, etc.) signed by an authorized person (other than the signatory), to validate Mr. Robert T. Deden's title as President and authority to execute real estate transactions on behalf of The School Of The Woods. HPC also requested another minor revision to the Form 584 to include the company name in the signature block. The City is currently coordinating with The School Of The Woods to secure these additional documents.

n) Hickory Shadows Paving, Drainage & Water Line Improvements Project –

**ANTICIPATED PROJECT TIMELINE:**

70% Submittal:

*Tuesday, April 22, 2025 (Completed)*

Public Meeting:

*Wednesday, May 14, 2025 (Completed)*

|                                      |  |
|--------------------------------------|--|
| 100% Submittal:                      | <i>Thursday, June 4, 2025 (Completed)</i>    |
| City Council (Authorization to Bid): | <i>Tuesday, June 17, 2025 (Completed)</i>    |
| Advertisements (2 weeks):            | <i>Weeks of July 9/16, 2025 (Completed)</i>  |
| Pre-Bid Meeting:                     | <i>Thursday, July 17, 2025 (Completed)</i>   |
| Bid Opening:                         | <i>Thursday, August 7, 2025 (Completed)</i>  |
| Recommendation to Award:             | <i>Friday, October 3, 2025 (Completed)</i>   |
| City Council (Contract Award):       | <i>Tuesday, October 21, 2025 (Completed)</i> |
| Second Public Meeting:               | <i>Wednesday, Dec 11, 2025 (Completed)</i>   |
| Construction NTP:                    | <i>Monday, January 5, 2026 (Completed)</i>   |

- The Contractor (Arnold & Co., LLC) and HDR Inspector (Aamir Khan), coordinated and delivered the door hanger notifications to Hickory Shadows residents on December 31, 2025. There was a safety incident reported by the HDR Inspector during the delivery of these door hanger notifications that involved a resident. Due to this incident and for the safety of our employee (Inspector), we have assigned another inspector (Montreal Bailey) to this project.
- The Contractor began preparatory field work activities on January 5, 2026 (official NTP for the project).
- The Contractor started the water line replacement installation along the Utility Easement within 1027 and 1025 Ridgeley Drive and between 10 and 12 Hickory Shadows by trenchless construction (augering).
- During the installation of the new water line, several issues and unforeseen conditions were encountered by the Contractor, including damage to existing sanitary sewer clean-out riser at 1027 Ridgeley Drive, damage to an underground electrical ductbank, damage to the gas service line at 19 Hickory Shadows, and a break on the existing water line under the existing storm sewer inlet. The Contractor repaired the damaged sanitary sewer clean-out riser at 1027 Ridgeley Drive. CenterPoint Energy was called out to repair the damaged electrical ductbank and gas service line, and InfraMark was called out to repair the water line break since it was determined that the existing water line is asbestos cement (AC) pipe and not cast iron (CI) pipe as reflected on record drawings.
- It must be noted that the Contractor performed the required due diligence and called 811 (Call Before You Dig) to locate/flag existing utilities in the ground; however, the provided depth for the existing underground electrical ductbank was not correct, the gas service lines and sanitary sewer clean-out riser are not field located, and the AC water line burst due to loss of soil support while installing the new water line. The Contractor was and has been very responsive/proactive in quickly mobilizing, coordinating and addressing these issues.

- HDR has reviewed and returned eighteen (18) out of nineteen (19) submittals to the Contractor. There has been no Request for Information (RFI) submitted by the Contractor to date.

o) Pine Chase Grove Water Meter Vaults –

- As previously reported, construction for this project was completed on November 22, 2025. HDR is coordinating with the Contractor (ICS) on their final invoice and closeout of the project.

p) City-Wide Ditch Regrading & Cleaning –

- The City has received reports from a few residents with concerns regarding the ditch cleaning work (e.g. overcuts, slopes, general cleaning, zoysia grass quantity and cost, etc.) On January 12, 2026, HDR performed a site visit to verify the quantities of zoysia grass installed by the Contractor (Expert Underground Solutions – EUS).
- The City has also received additional requests from Creekstone Circle residents to address drainage issues in the City ditches fronting their residences. HDR met with these residents again on December 17, 2025 to discuss their concerns and recommended action plan. HDR is coordinating with the Contractor to obtain preliminary survey information on these additional areas, as well as the additional Glourie Drive east ditch segment between Bromley Road and Pine Chase Drive that the City previously requested to add to the project, in order to review and provide final recommendations on ditch cleaning/re-grading and culvert cleaning.
- The Contractor temporarily stop ditch regrading and cleaning activities for the Christmas and New Year Holidays. HDR is coordinating with the Contractor to confirm when they will return to the City to resume/complete the ditch work, including the additional areas and to address the issues/concerns noted above.

q) Mallie Court Ravine/Gully Erosion Issues –

- On December 17, 2025, HDR met with Mrs. Leslie Appling (8205 & 8209 Mallie Court) regarding erosion issues and concerns along the drainage ravine traversing her properties and 8201 Mallie Court (Leman Family).
- The ravine/gully is experiencing significant erosion which has undermined some of the erosion control measures previously performed by 8201 Mallie Court (see pictures in next page). Also, the S-shape configuration of the ravine has further exacerbated the erosion issues herein to the point that several tree roots have been exposed and pose a safety/risk issue of falling trees at any time. We can request Harris County Flood Control District (HCFCD) assistance in removing these high-risk of falling trees.





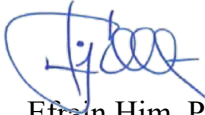
- Mrs. Appling was advised that HCFCD and Hilshire Village recognize that property owners have the right to protect their properties from further erosion. However, any proposed erosion control improvements shall be submitted for review and approval to both HCFCD and Hilshire Village.
- Mrs. Appling also inquired if she could reclaim (fill) the segments of the ravine that have eroded the past 10-15 years since they moved into the City if or whenever they decide to do any retaining walls or erosion control improvements. Mrs. Appling was advised that would only be possible if they could demonstrate with previous surveys where the top of bank used to be in relation with the current top of bank.
- As requested by the property owners, HDR is presenting this information to City Council so they can make an informed decision on the possibility of providing some assistance to the affected residents in addressing these erosion issues and concerns.



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 blue ink, appearing to read 'Efrain Him', is positioned above the printed name.

Efrain Him, P.E.

City Engineer for City of Hilshire Village

cc: Files (10420677)