



March 13, 2026

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

Re: Engineer's Report for March 17, 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 February 14, 2026 to March 13, 2026:

1) On-Going Services (10420677):

a) 1236 Archley Drive -

- On February 9, 2026, HDR received the 2nd Drainage Plan Amendment #2, as well as the Preliminary 2nd As-Built Drainage Plan Survey for 1236 Archley Drive.
- On March 12, 2026, HDR performed a site visit/inspection to verify the As-Built Drainage Plan Survey.
- The Drainage Plan Amendment No. 2 has been reviewed and will be approved; however, the 2nd As-Built Drainage Plan Survey has confirmed some of the new storm sewers have been installed with reversed grades, and additional inlets along the south side of the lot have not been installed as shown in the Drainage Plan Amendment #2, therefore, the Contractor will need to correct/address these issues and resubmit the As-Built Drainage Plan Survey for final review and approval.

b) 1311 Friarcreek –

- On February 19, 2026, HDR conducted the silt fencing inspection for 1311 Friarcreek. The inspection passed.

c) 1106 Glourie Drive –

- On March 13, 2026, HDR reviewed and returned the 2nd Drainage Plan submittal for 1106 Glourie Drive. The Drainage Plan requires corrections (e.g. existing and proposed drain inlets, and storm sewer pipes are not properly labeled, backyard and pool area not demonstrating positive drainage towards proposed drain inlets, pool primary and overflow discharge line is not shown connecting to the sanitary sewer system, SWPPP not prepared by a Licensed Professional Engineer, etc.); therefore, the plan needs to be revised and resubmitted.

d) 1306 Glourie Drive –

- On February 12, 2026, Mr. Zachary Robinson (Diamond R. Interests – Contractor), the Contractor constructing the new pool at 1306 Glourie Drive informed the City about discrepancies on the existing natural ground elevations along the perimeter of the property vs what is shown in the As-Built Drainage Plan Survey previously reviewed and approved by the City back in May 2025 when the property was redeveloped.
- The Pool Contractor is using a different surveyor for the pool construction; however, the approved Pool Drainage Plan was based on the As-Built Drainage Plan Survey. The Pool Contractor’s surveyor discovered the elevation discrepancies and the City was notified accordingly.
- On February 24, 2026, HDR coordinated with the Pool Contractor and reviewed the new survey information. The new survey elevations were based on the temporary benchmark (TBM) that was set over a year ago when the property was redeveloped, therefore, HDR asked the Contractor to resurvey the property using the actual Benchmark (BM) used to prepare the survey before we proceed forward with the assessment of the elevation discrepancies and determine the corrective action, since the TBM could have been disturbed.
- On March 12, 2026, the Pool Contractor submitted the updated survey using the Benchmark. HDR is currently reviewing the new survey and will schedule a site meeting with the Pool Contractor and property owner to discuss and determine the corrective action to address this issue.

e) 1114 Guinea Drive –

- On March 3, 2026, HDR conducted the silt fencing inspection for 1114 Guinea Drive. The inspection passed.

f) 1222 Glourie Drive –

- On March 10, 2026, HDR reviewed and returned the 1st Pool Drainage Plan submittal for 1222 Glourie Drive. The Drainage Plan requires corrections (e.g. topographic survey does not match the previously approved as-built survey from April 2025, primary and overflow discharge lines for the pool not properly identified, changes in perimeter elevations, turf and gravel not properly delineated, downspouts not spaced 3-ft apart from inlets, continuous flower bed along perimeter, SWPPP missing, etc.); therefore, the plan needs to be revised and resubmitted.

g) 1119 Guinea Drive –

- A non-permitted retaining wall was constructed at the 1119 Guinea Drive backyard. The Contractor was required to submit, for review and approval by the City, a Retaining Wall Plan designed, sealed and signed by a Licensed Professional Engineer in the State of Texas, as well as pictures of the retaining wall construction to demonstrate that the retaining wall was structurally sound.
- On February 17, 2026, HDR conducted a preliminary retaining wall inspection for 1119 Guinea Drive along with the Contractor to assess its construction and structural stability. The inspection failed due to the issues noted in the following paragraph.
- On February 25, 2026, HDR reviewed the Retaining Wall Plan for 1119 Guinea Drive. The Retaining Wall Plan is based on the standard City of Houston (COH) detail for Short Retaining Wall; however, based on inspections and pictures provided by the Contractor, the retaining wall was not constructed per the detail. Based on the inspection it was determined that the retaining wall was not erected on a concrete foundation and the vertical L steel reinforcement every 16-inches, as required by the COH's standard detail were not provided, and other deficiencies related to drainage improvements were identified. As a result of this investigation, review and evaluation, HDR has concluded that the non-permitted retaining wall is not structurally sound and it is a safety hazard, therefore it must be removed and reconstructed in accordance with the COH detail.

h) 1035 Ridgeley Drive –

- On February 17, 2026, HDR reviewed and returned the 3rd Drainage Plan submittal for 1035 Ridgeley Drive. The Drainage Plan was approved with exceptions noted.

- i) CNP Gas Right-of-Way Permit for Ridgeley, Bridle Spur & Glenhilshire –
- On March 3, HDR received the CenterPoint Gas Right-of-Way Permit Plans for the replacement of gas distribution and service lines along the north end of Ridgeley Drive, the Bridle Spur Subdivision and the Glenhilshire Subdivision. Gas improvements are also proposed along Westview Drive, therefore, it shall be concurrently reviewed by the City of Houston (COH). The plans are currently under review; however, based on the preliminary review, it is incomplete and requires corrections (e.g. missing profile view, not showing existing utilities, needs coordination with private utilities and COH, etc.)
- j) 1303/1307 Friarcreek Lane Drainage Easement –
- As previously reported, HDR is preparing a proposal for the Design and Construction Phase Services for the 1303 and 1307 Friarcreek Drainage Easements Improvements Project. However, several cost factors impacting this proposal are still being worked out in order to finalize the proposal which we would like to further discuss with City Council.
 - Due to the access issue to perform the geotechnical investigation necessary for the slope stability analysis normally required by Harris County Flood Control District (HCFCD), HDR is exploring the option of requesting a waiver from HCFCD to the slope stability analysis requirement based on the fact that the proposed improvements will take place on a minor tributary to Spring Branch Creek, and not the creek itself. If this waiver is not granted, then the other option would be to obtain a geotechnical boring as close as possible to the ravine embankment (e.g. near the Friarcreek roadside ditch).
 - Another factor to consider is the assumption that we would request/secure quotes to perform this work in lieu of bidding, since the Preliminary Opinion of Probable Construction Cost (OPCC) of \$31,450 is under the \$100,000 threshold established by the State's Procurement Law that would require the project to be bid instead. In the event the quotes exceed this \$100,000 threshold, the City will have to reject the quotes and advertise the project to bid accordingly. If bidding services are required, HDR will submit a supplemental proposal for these services.
 - Once the cost factors are resolved/addressed, HDR will finalize the proposal and present it to City Council in the next Council Meeting.

k) Wirt Road Safety Project –

ANTICIPATED PROJECT TIMELINE:

Approval from COH: *March 18, 2025 (Updated)*
Construction NTP: *TBD with Harris County Precinct 3*

- On February 19, 2026, HDR had a phone call with George Hamzo (HC Contractor – GLM Contracting, Inc.) to discuss and coordinate items on the project, as well as to discuss the status of the Hickory Shadows Project.
- On February 25, 2026, HDR received a phone call from Jason Hains (HC Precinct 3) regarding the status of this project and the next steps. HDR requested and received the following information, following the phone call:
 - General Contractor: GLM Contracting, Inc.
 - Notice to Proceed Date: March 4, 2026
 - Pre-Construction Meeting Date: February 9, 2026
 - Contract Amount: \$500,000.00
 - Anticipated Construction Completion Date: June 1, 2026
- From Mr. Hain’s email, despite previous requests, HDR and the City were not invited to the pre-construction meeting. Additionally, Mr. Hain had stated that it was the responsibility of the City to obtain the City of Houston (COH) permits for construction. HDR clarified that the City of Houston approvals for the project had been obtained already, but that the construction permits would need to be secured by the Contractor.
- On March 3, 2026, HDR received an email from GLM (Contractor) inquiring on the WBS Project Number with the COH. Shapoor Golshan (City of Houston) is currently working with the Contractor to assist them in obtaining their permit. Construction has not begun due to the permitting issues.
- As previously reported, the City is currently coordinating with The School Of The Woods to secure the updated sidewalk easement dedication documents to submit to the COH.

l) 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: *Thursday, June 4, 2025 (Completed)*
City Council (Authorization to Bid): *Tuesday, June 17, 2025 (Completed)*
Advertisements (2 weeks): *Weeks of July 9/16, 2025 (Completed)*
Pre-Bid Meeting: *Thursday, July 17, 2025 (Completed)*

Bid Opening:	Thursday, August 7, 2025 <i>(Completed)</i>
Recommendation to Award:	Friday, October 3, 2025 <i>(Completed)</i>
City Council (Contract Award):	Tuesday, October 21, 2025 <i>(Completed)</i>
Second Public Meeting:	Wednesday, Dec 11, 2025 <i>(Completed)</i>
Construction NTP:	Monday, January 5, 2026 <i>(Completed)</i>

- On March 12, 2026, HDR, the City, and Arnold Construction held Progress Meeting #2.
- The Contractor has completed approximately 95% of the 8-inch water line installation, and installed all the service lines to the new water line but not transferred the services, yet. The Contractor performed and passed the pressure test after three (3) attempts, and are currently waiting on the second disinfection test result. The first disinfection test result passed. Once the second disinfection test result passes, the new water line can be released for connection to the existing distribution system and placed in service; the Contractor will perform the last water connection at Wirt Road near the main entrance to Hickory Shadows and then transfer all water service lines accordingly. The Contractor has also completed the concrete pavement in Phase 2A (South Hickory Shadows westbound lane), and is currently working on the storm sewer and drainage inlet installations along Phase 2B (Hickory Shadows southbound lane).
- On March 12, 2026, the Contractor uncovered two (2) existing sanitary sewer services (14 and 16 Hickory Shadows) to be in direct conflict with the proposed 24-inch RCP storm sewer. HDR asked the Contractor to submit an RFI with elevation information on these existing service lines to evaluate options to address this issue; however, it appears that a conflict manhole/structure may be required at this location to address the conflict.
- HDR received the draft 7-day concrete compressive strength test results for the 1027 Ridgeley Driveway on February 6, 2026, which Geotest reported as non-compliant. HDR responded that we would continue to monitor the results and wait for the 28-day test breaks. On February 27, 2026, HDR received the draft 28-day concrete compressive strength test results for the 1027 Ridgeley Driveway, which were also reported as non-compliant. One cylinder was retained for 56-day compressive strength testing, and HDR will wait for those results before determining next step.
- HDR has reviewed and returned nineteen (19) out of nineteen (19) submittals to the Contractor.
- HDR has reviewed and returned three (3) out of three (3) RFIs to the Contractor.

- HDR has reviewed and returned three (3) out of three (3) RFPs to the Contractor. RFP #1 is for the removal of the old meter vault that used to service the old City Hall Building. RFP #2 is for the change in mechanical sleeve used for the Tapping, Sleeve & Valve (TS&V) at the water line connection on the north end of Hickory Shadows and Wirt Road due to the AC water line pipe material. RFP #3 is for the asbestos abatement required for the wet connection on the south side of Hickory Shadows and Wirt Road due to the AC water line pipe material.
- On March 12, 2026, HDR reviewed, processed and transmitted to the City the Contractor's Pay Estimate No. 2 for \$247,847.42 for the period ending on February 28, 2026. The total billing for the project represents 38.89% of the contract amount and the contract time expended as of the Pay Estimate cut-off date is 26.19%.

m) City-Wide Ditch Regrading & Cleaning –

- The City has previously 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 February 21, 2026 and February 28, 2026, Experts Underground Solutions (EUS – Contractor), performed the remedy work that had been identified during the January 28, 2026, site visit (e.g. Ridgeley Drive, Guinea Drive, Glourie Drive, and Bromley Drive).
- On March 4, 2026, HDR conducted a site visit meeting with Experts Underground Solutions to walk the project limits and evaluate the corrective work and additional work to be completed. The Contractor had his survey team on site that day to reshoot elevations and verify the existing conditions prior to conducting the additional work. HDR received the additional survey shots on March 11, 2026, and is currently reviewing it.
- As discussed with Ms. Celeste Williams at the February 17, 2026 Council Meeting, the residents at 8307 Creekstone Circle (Donovan Family) have been experiencing drainage issues on their property and have expressed a desire for the ditch in front of theirs and Ms. Williams property to be regraded to address this issue. Ms. Williams, their neighbor at 8311 Creekstone Circle, has stated she does not wish for her ditch to be regraded (e.g. deepened) due to safety concerns. HDR and the City are currently coordinating with the residents at 8307 Creekstone Circle to arrange a site visit to discuss the drainage issues they are experiencing. At this time, no response has been received.

n) Mallie Court Ravine/Gully Erosion Issues –

- As previously reported in the January 20, 2026 Council Meeting,, 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. 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. The City can request Harris County Flood Control District (HCFCD) assistance in removing these high-risk of falling trees.
- HDR used LiDAR data to perform a preliminary evaluation of the existing conditions of the ravine and to estimate the volume of riprap that would be needed to mitigate the erosion issues along this ravine the Appling and Leman Families are experiencing.
- HDR has requested and will submit a topographic survey proposal to the City, in order to perform the survey required to prepare the construction drawings for the rip rap improvements along the Mallie Court ravine.
- HDR recommends this project be handled as a Maintenance Project. HDR will request/secure quotes to perform this work in lieu of bidding, since the Preliminary Opinion of Probable Construction Cost (OPCC) of \$30,500 is under the \$100,000 threshold established by the State's Procurement Law that would require the project to be bid instead. In the event the quotes exceed this \$100,000 threshold, the City will have to reject the quotes and advertise the project to bid accordingly.

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.



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City Engineer for City of Hilshire Village

cc: Files (10420677)