



April 11, 2025

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

Re: Engineer's Report for April 15, 2025, 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 March 15, 2025 to April 11, 2025:

1) On-Going Services (10420677):

a) 8005 Anadell Street –

- On March 31, 2025, HDR reviewed and returned the 3rd As-Built Drainage Plan Submittal for 8005 Anadell Street. The As-Built Drainage Plan requires corrections (e.g. pipe size, length, material, flow line elevation and clean-out at the connection point before outfall are missing); therefore, it needs to be revised and resubmitted.

b) 1201 Archley Drive –

- On April 1, 2025, HDR conducted a retaining wall inspection at 1201 Archley Drive. Upon inspection, it appeared that there were discrepancies on the structural design of the retaining wall and layout changes. The Contractor was using an updated set of plans that have not been reviewed/approved by the City. Therefore, the inspection failed and the Contractor was asked to submit the revised drainage and structural plans for review and approval.
- On April 2, 2025, HDR only received the revised structural plans for the retaining wall at 1201 Archley Drive. However, the Contractor also needs to submit the revised drainage plan since the retaining wall layout was changed as well. Mr. Steven Shorter (Contractor) was informed that a complete set of revised Drainage Plans would need to be submitted for review and approval.

c) 1236 Archley Drive –

- On March 27, 2025, HDR conducted a cover inspection at 1236 Archley Drive. Due to a lack of silt fencing and discrepancies between what was installed in the field and the approved drainage plan (dated November 17, 2023), the inspection failed.
- On April 9, 2025, HDR conducted a cover re-inspection at 1236 Archley Drive. It appeared that no changes were made from the previous inspection, and the inspection failed again. HDR discussed the discrepancies with the Contractor and anticipates that an amendment to the approved drainage plans will need to be resubmitted for review and approval.

d) 1226 Glourie Drive –

- On March 28, 2025, HDR received the 3rd Pool As-Built Drainage Plan submittal for 1226 Glourie Drive. However, the As-Built Drainage plan is missing the as-built topographic survey; therefore, Mr. John Gerdes, P.E. (Engineer of Record) was notified that a topographic survey would need to be submitted for review and approval.

e) 1117 Guinea Drive –

- On April 4, 2025, HDR reviewed and returned to the City the 1st Drainage Plan Amendment #1 submittal for 1117 Guinea Drive. The Drainage Plan Amendment requires corrections (e.g. existing ditch flowlines not provided, ditch flowlines not demonstrating positive drainage, delineation of top of bank along ditch/gulley on the North side of the property); therefore, it needs to be revised and resubmitted.
- On April 10, 2025, HDR reviewed and returned to the City the 2nd CenterPoint Energy Gas ROW Permit Application submittal for 1117 Guinea Drive. The CNP Gas ROW Permit Application was approved with exceptions as noted.

f) 1118 Guinea Drive –

- On April 4, 2025, HDR reviewed and returned to the City the 4th As-Built Drainage Plan submittal for 1118 Guinea Drive. The As-Built Drainage Plan requires corrections (e.g. missing perimeter elevations, storm sewers with incorrect length, etc.); therefore, it needs to be revised and resubmitted.

g) 1119 Guinea Drive –

- On March 27, 2025, HDR reviewed and returned the 2nd Pool Drainage Plan submittal for 1119 Guinea Drive. The Drainage Plan requires corrections (e.g. low spots, incorrect impervious coverage calculations, existing ditch flowline elevations missing, missing turf geotextile fabric material technical cut sheets, etc.), therefore, it needs to be revised and resubmitted.

- On April 10, 2025, HDR received the 3rd Pool Drainage Plan submittal for 1119 Guinea Drive. The drainage plan is currently under review.
- h) 1123 Guinea Drive –
- On March 26, 2025, HDR received the 1st As-Built Pool Drainage Plan Submittal for 1123 Guinea Drive. On April 9, 2025, HDR conducted the final inspection for the 1123 Guinea Drive Pool; the final inspection passed. HDR is currently finalizing the Pool As-Built Drainage Plan review.
- i) 1311 Pine Chase Drive –
- On March 31, 2025, HDR received the 2nd Drainage Plan submittal for 1311 Pine Chase Drive; however, the topographic survey was missing. The Contractor submitted the updated topographic survey on April 9, 2025, and the drainage plan is currently under review.
- j) 14 Pine Creek Lane –
- On April 8, 2025, HDR reviewed and returned to the City the 2nd Comcast ROW Permit Application submittal for 14 Pine Creek Lane. The Comcast ROW Permit Application was approved with exceptions as noted.
- k) 1323 Ridgeley Drive –
- On March 24, 2025, HDR reviewed and returned the 1st Pool Drainage Plan submittal for 1323 Ridgeley Drive. The Drainage Plan requires corrections (e.g. print quality of topographic survey is low, elevations missing, ROW features missing, positive drainage not occurring, outfall flowline too high, pool water surface elevation too high, missing City standard notes, no silt fencing plan, etc.); therefore, it needs to be revised and resubmitted.
- l) 7907 South Villa Court –
- On March 27, 2025, HDR conducted a pre-construction silt fence inspection at 7907 South Villa Court; the inspection passed.
- m) 1209 Pine Chase Dr & 1307 Friarcreek Ln Drainage Easement Improvements –
- 1209 Pine Chase Drive Drainage Easement – HDR requested quotes from four (4) Contractors for the installation of a concrete headwall for the 24-inch and 30-inch pipes at the outfall entrance, regrading of the existing ditch, removal and replacement of deteriorating concrete slope paving in the upstream area, and uniform mortar coating of the recently stabilized slope paving in the area. HDR received quotes from (3) Contractors, with the apparent low quote being from Infrastructure Construction Services (ICS) for a totals cost of \$13,350.00.

- 1307 Friarcreek Lane Drainage Easement – As previously reported, HDR has conducted drainage area calculations for the Friarcreek Subdivision in order to estimate flows and evaluate pipe or open channel options and sizes for this drainage easement. HDR preliminarily evaluated three (3) different options: (1) installation of RCP pipe with drop manhole at outfall, (2) RCP pipe with rip-rap at outfall, and (3) concrete channel lining. HDR discussed these options at the March 18, 2025 City Council Meeting, and City Council selected Option 3 (Concrete Channel Lining) as their preferred option. HDR has coordinated and scheduled a follow up meeting with Mr. & Mrs. Archer and Mr. Lefebvre to discuss the options, and City Council’s preference. After this meeting, HDR will coordinate back with the City and then prepare a proposal to perform the topographic survey, design and construction services associated with these drainage improvements.

n) Hilshire Green Paving, Drainage & Utility Improvements –

ANTICIPATED PROJECT TIMELINE:

Contract Award:	Tuesday, December 17, 2024
Pre-Construction Meeting:	Thursday, January 16, 2025
Construction NTP:	Monday, January 27, 2025
Construction Completion:	Thursday, June 26, 2025

- Thirty (30) out of thirty (30) Submittals received to date have been reviewed and returned to the Contractor as of the date of this report.
- Three (3) out of three (3) RFIs (Request for Information) received to date have been reviewed and returned to the Contractor as of the date of this report.
- On the week of March 17, 2025, the Contractor continued the pavement demolition work on the Hilshire Green eastbound lane (e.g. south side), except the pavement areas in front of the driveways in order to maintain the access to resident driveways. They mobilized the concrete crew to begin pavement reconstruction work, excavated and prepared the pavement subgrade. They also completed the rehabilitation of the four (4) existing sanitary sewer manholes, and painted the new fire hydrants.
- On the week of March 24, 2025, the Contractor continued the pavement subgrade work on the Hilshire Green eastbound lane, installed concrete forms and reinforcing steel and poured concrete. The Contractor also completed the Post CCTV Inspection of the sanitary sewer and installed the Storz connectors to the two (2) new fire hydrants.
- On the week of March 31, 2025, no major construction activities took place. The Contractor performed general site cleanup while they waited for the 7-days compressive strength test results for the concrete poured the prior week. The concrete must reach a minimum of 3,000 psi before it can be opened to traffic.

- On the week of April 7, 2025, the Contractor started to set the concrete forms and reinforcing steel around the cul-de-sac, pavement block-outs in front of driveways and driveways on the Hilshire Green eastbound lane. Contractor tentatively plans to pour concrete for these areas on Saturday, April 12, 2025.
- The third Monthly Construction Progress Meeting was held on Thursday, April 10, 2025 at City Hall.
- Next week, if the Contractor is not able to pour concrete on Saturday, April 12, 2025, then they will do it on Monday, April 14, 2025. After they pour the concrete, they will have to wait for the 3 or 7 days compressive strength test results to confirm it has reached the minimum 3,000 psi before opening it to traffic.
- Upon the completion of the paving reconstruction work on the south side of Hilshire Green (e.g. eastbound lane), the Contractor will switch to the north side (e.g. westbound lane) to complete the paving reconstruction work on that side.
- On April 10, 2025, HDR reviewed and transmitted to the City, the Contractor's Pay Estimate No. 2 for work performed from March 8, 2025 through April 1, 2025. As of April 1, 2025, the Contract Time expended is 43.33% and the Contract Progress is 56.52%, therefore, the Contractor is well ahead of schedule.

o) Wirt Road Safety Project –

ANTICIPATED PROJECT TIMELINE:

Approval from COH:	March 10, 2025
Construction NTP:	TBD with Harris County Precinct 3

- On March 18, 2025, HDR received an updated approval from the City of Houston (COH) for the Wirt Road Sidewalk Improvement Project, which included the COH Drawing Number Stamp on all the drawing sheets.
- The City of Hilshire Village and HDR have been coordinating with The School of the Woods on the execution of the ROW/Easement Dedication package. On April 10, 2025, the City transmitted the executed documents to HDR. HDR will submit this information to the COH for their final review and disposition.
- The City coordinated with the property owner at 18 Hickory Shadows Drive and with The School of The Woods regarding the potential impact to their existing trees due to their close proximity to the sidewalk improvements and the mitigation measures that will be implemented during construction in order to preserve them.
- HDR is coordinating with Mr. Craig Koehl (C.N. Koehl Urban Forestry – HDR's Tree Protection Plan Subconsultant) to update the Tree Protection Plans and incorporate the tree protection and mitigation measure associated with the 18 Hickory Shadows Drive and The School of The Woods trees.

- As previously reported, on March 10, 2025, HDR contacted Mr. Jason Hains (Project Manager at Harris County Precinct 3). Mr. Hains will be the main HC point of contact moving on forward instead of Ms. Tina Liu. Once Mr. Craig Koehl updates the Tree Protection Plans, HDR will update the project plans and submit a copy to HC for final review and approval. Mr. Hains will follow up with his team to determine the next steps that will be required to begin construction of the project.

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

ANTICIPATED PROJECT TIMELINE:

70% Submittal:	Thursday, April 24, 2025
Public Meeting:	Thursday, May 1, 2025
100% Submittal:	Thursday, June 5, 2025
City Council (Authorization to Bid):	Tuesday, June 17, 2025
Advertisements (2 weeks):	Weeks of July 7 and 14, 2025
Pre-Bid Meeting:	Thursday, July 17, 2025
Bid Opening:	Thursday, August 7, 2025
Recommendation to Award:	Thursday, August 14, 2025
City Council (Contract Award):	Tuesday, August 19, 2025
Construction NTP:	Monday, September 15, 2025

- HDR completed a 70% Drawing Set for QC Review on April 9, 2025. The 70% Drawings include cover sheets, general notes, standard details, drainage area calculations, Plan & Profiles for proposed paving, drainage and water line improvements, traffic control plans, and storm water pollution prevention plan. HDR will utilize the 70% Drawings to coordinate and begin the Tree Protection Plan design by C.N. Koehl Urban Forestry (HDR's Tree Protection Plan Subconsultant).
- HDR has also prepared the 70% Specifications for the project.
- HDR will be submitting the 70% Submittal package to the City by or before April 24, 2025. Please refer to above anticipated project timeline for more information.

q) Pine Chase Grove Water Meters –

- As previously reported, Infrastructure Construction Services (ICS) was awarded the contract for the Pine Chase Grove Water Meters for a total amount of \$23,900.00 at the January 28, 2025, Council Meeting.
- HDR is coordinating with Mr. Cohen Sims (COH Customer Account Services – Sr. Project Manager) and Mr. Telley Dennis (COH Customer Account Services – Division Manager) regarding the relocation of the meter vaults control panels that would require the trench excavation and backfill by ICS (Contractor) and the COH installation of the conduits and wires, so it is scheduled and coordinated with ICS (Contractor) accordingly.

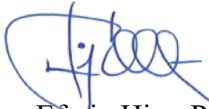
- Mr. Sims has noted that they will need to special order the meter specific wiring required for the control panel relocations and will provide and update when available. Once the schedule is confirmed, HDR will issue the Notice to Proceed (NTP) to the Contractor.
- r) City-Wide Ditch Cleaning –
- HDR has updated the exhibit and photographs of the proposed ditches to be cleaned with the additional locations requested by the City. HDR will request proposals/quotes from four (4) Contractors to perform this work and present them at the May 20, 2025 City Council Meeting.
- s) City-Wide No Parking Study –
- As previously reported, on March 7, 2025, HDR met with City Staff to discuss the City-Wide No Parking Study. City Staff and Mrs. Harini Arjun, P.E. (HDR Traffic Engineer) discussed the objectives/goals, issues and constraints related to the No Parking Zone Areas in order to provide preliminary recommendations to the City. In general, the following four (4) No Parking Zone Areas were discussed:
 - (1) Ridgeley Drive at Wirt Road Entrance
 - (2) Ridgeley Drive at Westview Drive Entrance
 - (3) Glourie Drive at Westview Drive Entrance
 - (4) Ridgeley Drive Curve between Mallie Court and Guinea Drive
 - For the first three (3) areas, the City already has No Parking Signs in place on both sides of the street; however, they must have two (2) signs on each side of the street, angled at 45 degrees to face the direction of traffic and denote the beginning and end of the No Parking Zone Area. Alternatively, we may be able to use “NO PARKING FROM HERE TO CORNER” signs instead to avoid having to add additional poles/signs.
 - For the Ridgeley Drive Curved area, the City already has No Parking Signs in place defining the beginning and end of the No Parking Zone Area; however, HDR performed a sight triangle evaluation of this area using the posted 20 MPH to confirm the sight distance that must be kept clear of obstructions in order to allow drivers to see unexpected objects (e.g. vehicles, pedestrians, animals, etc.) in time to avoid collision. No Parking Signs shall be considered on both sides of Ridgeley Drive from Mallie Court to Guinea Drive.
 - As previously reported, there is an existing parking pad at 8201 Mallie Court that does not meet the sight triangle requirements, therefore, the City shall consult with City Legal Counsel (Olson & Olson) on the legal steps required to remove this parking pad.

- The City shall also inquire with the Spring Valley Village Police Department to determine if any accidents or near missed accidents have been reported in this area to support the need to remove the parking pad and enforce the No Parking Zone Area on the basis of public safety.
- HDR also recommends the conversion of the Ridgeley Drive and Burkart Road intersection from a two-way stop to a four-way stop intersection. Mrs. Arjun noted that converting this intersection to a four-way stop would alleviate and help reduce the traffic speed issue along the Ridgeley Drive Curve between Mallie Court and Guinea Drive.
- Based on the above recommendations, HDR does not recommend converting the Ridgeley Drive and Mallie Court intersection from a one-way stop to a three-way stop intersection.
- Recommendations for spacing/location of these No Parking and additional Stop signs are included in the exhibits attached at the end of this report.

If there are any questions concerning the information contained in this report, we will be glad to discuss them with you.

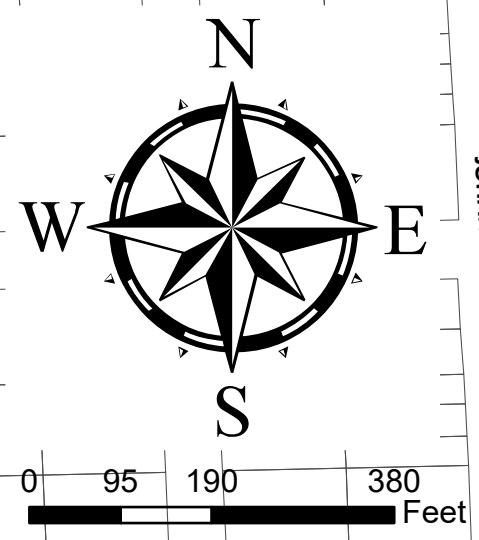
Sincerely,

HDR Engineering, Inc.

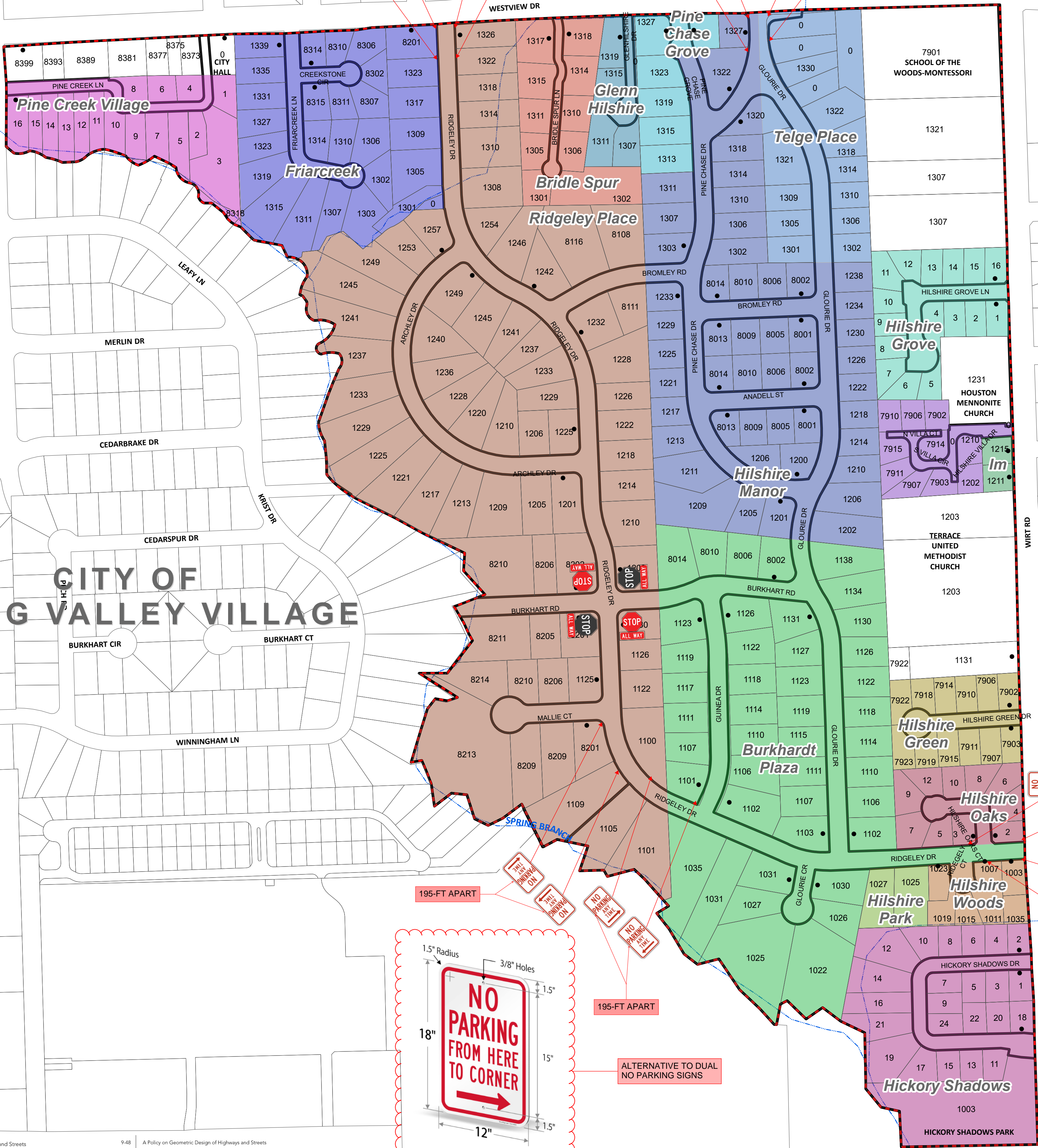


Efrain Him, P.E.
City Engineer for City of Hilshire Village

cc: Files (10420677)



CITY OF HOUSTON



IH-10 - KATY FREEWAY

Table 9-7. Design Intersection Sight Distance—Case B1, Left Turn from Stop

U.S. Customary				Metric			
Design Speed (mph)	Stopping Sight Distance (ft)	Intersection Sight Distance for Passenger Cars (ft)	Design (ft)	Design Speed (km/h)	Stopping Sight Distance (m)	Intersection Sight Distance for Passenger Cars (m)	Design (m)
15	80	165.4	170	20	20	41.7	
20	115	220.5	225	30	35	62.6	
25	155	275.6	280	40	50	83.4	
30	200	330.8	335	50	65	104.3	

Table 9-9. Design Intersection Sight Distance—Case B2, Right Turn from Stop

U.S. Customary				Metric			
Design Speed (mph)	Stopping Sight Distance (ft)	Intersection Sight Distance for Passenger Cars (ft)	Design (ft)	Design Speed (km/h)	Stopping Sight Distance (m)	Intersection Sight Distance for Passenger Cars (m)	Design (m)
15	80	141.3	145	20	20	36.1	40
20	115	191.3	195	30	35	54.2	55
25	155	238.9	240	40	50	72.3	75
30	200	286.7	290	50	65	90.4	95
35	250	334.4	335	60	85	108.4	110

CITY OF HUNTER'S CREEK VILLAGE

City of Hilshire Village, Texas

CITY MAP



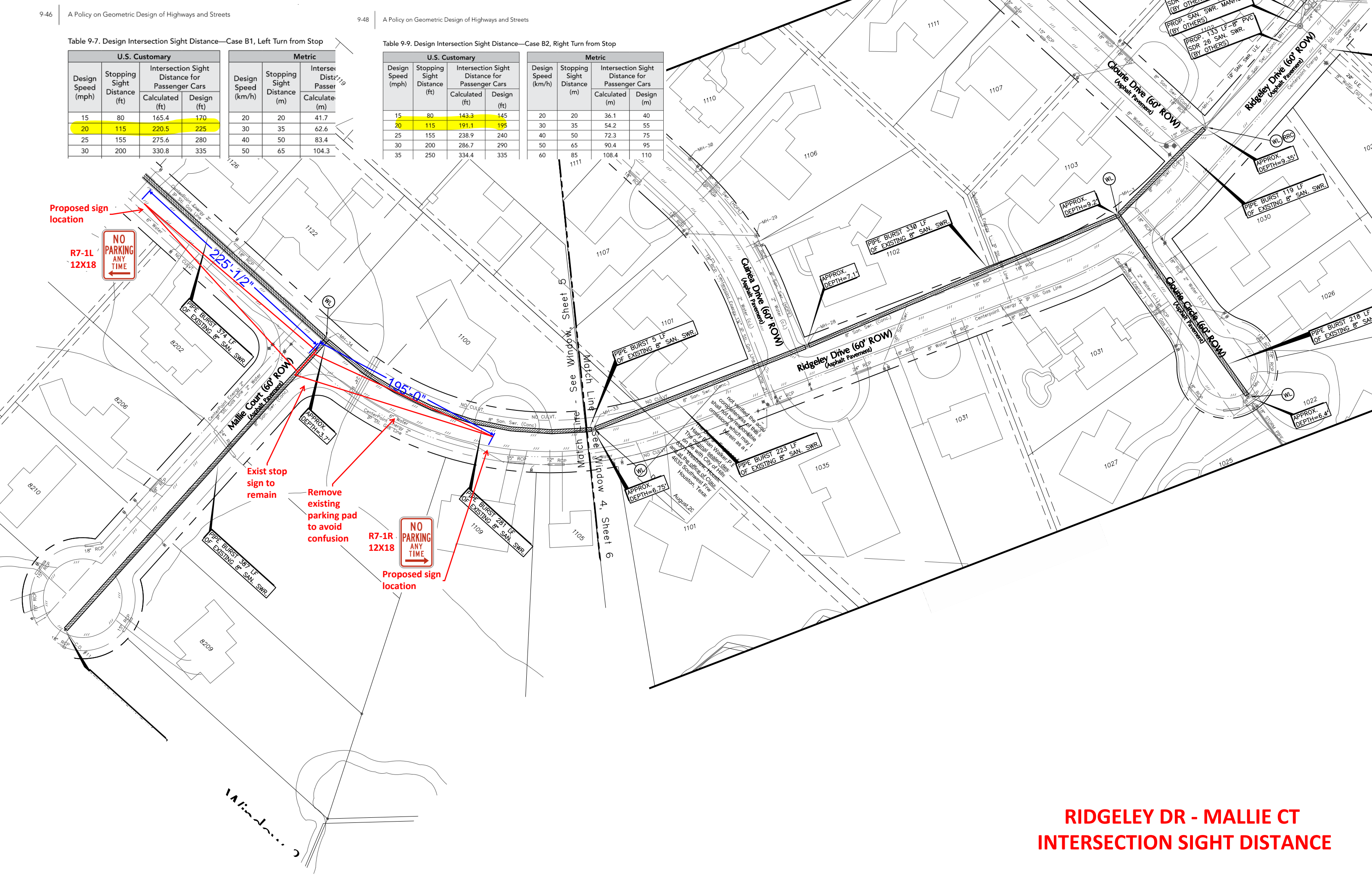
HDR

Table 9-7. Design Intersection Sight Distance—Case B1, Left Turn from Stop

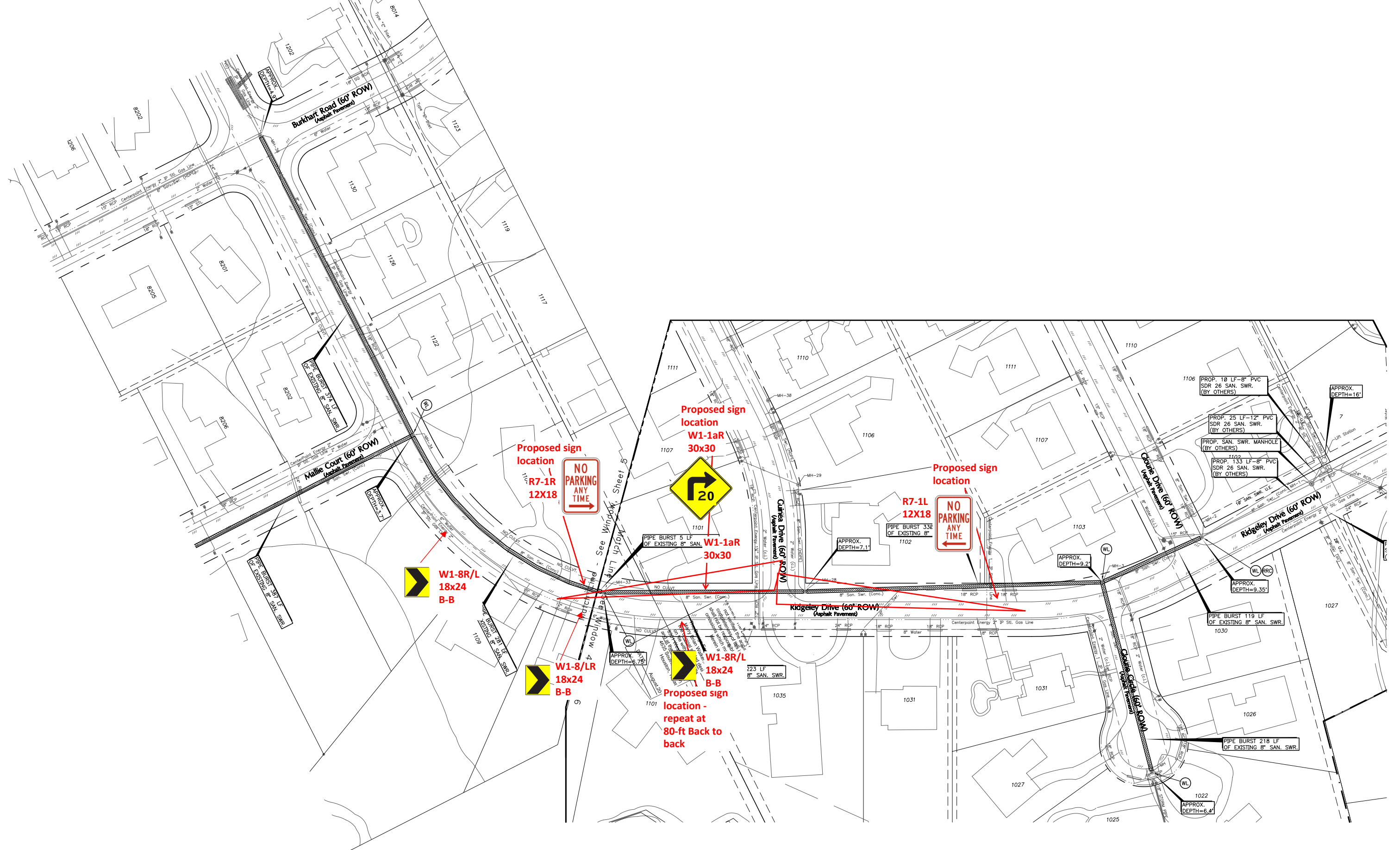
U.S. Customary				Metric		
Design Speed (mph)	Stopping Sight Distance (ft)	Intersection Sight Distance for Passenger Cars		Design Speed (km/h)	Stopping Sight Distance (m)	Intersection Distance for Passenger Cars (m)
		Calculated (ft)	Design (ft)			
15	80	165.4	170	20	20	41.7
20	115	220.5	225	30	35	62.6
25	155	275.6	280	40	50	83.4
30	200	330.8	335	50	65	104.3

Table 9-9. Design Intersection Sight Distance—Case B2, Right Turn from Stop

U.S. Customary				Metric		
Design Speed (mph)	Stopping Sight Distance (ft)	Intersection Sight Distance for Passenger Cars		Design Speed (km/h)	Stopping Sight Distance (m)	Intersection Sight Distance for Passenger Cars (m)
		Calculated (ft)	Design (ft)			
15	80	143.3	145	20	20	36.1
20	115	191.1	195	30	35	54.2
25	155	238.9	240	40	50	72.3
30	200	286.7	290	50	65	90.4
35	250	334.4	335	60	85	108.4



RIDGELEY DR - MALLIE CT
INTERSECTION SIGHT DISTANCE





by the City of Houston, and the Engineer has not verified the accuracy or completeness of this information. The Engineer shall not be responsible for any omissions or errors which may appear herein as a result of the City of Houston's failure to provide accurate information.

The Design Engineer
Harry Brian Walker, P.E.
The original sealed drawing is on file with the City of Houston, and at the office of the Engineer at 4635 Southwest Freeway, Houston, Texas.

DATE: August 2, 2012

Window 3

RIDGELEY DR - BURKHART RD INTERSECTION STOP SIGNS