



## **CITY OF ROLLINGWOOD CITY COUNCIL MEETING AGENDA**

**Wednesday, February 16, 2022**

Notice is hereby given that the City Council of the City of Rollingwood, Texas will hold a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, February 16, 2022 at 7:00 p.m. Members of the public and the City Council may participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

**Link:** <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

**Toll-Free Numbers:** (833) 548-0276 or (833) 548-0282

**Meeting ID:** 530 737 2193

**Password:** 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at [awayman@rollingwoodtx.gov](mailto:awayman@rollingwoodtx.gov). Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be made and will be posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL REGULAR CITY COUNCIL MEETING TO ORDER**

1. Roll Call

### **PUBLIC COMMENTS**

Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Council with regard to matters on the agenda will be received at the time the item is considered.

### **SWEARING IN OF NEWLY APPOINTED OFFICIAL**

2. Swearing-In of Council Member Roxanne McKee

### **PRESENTATIONS**

3. Presentation, discussion and possible action on the Water Capital Improvements Plan (CIP) prepared by K. Friese and Associates
4. Presentation of the GIS Mapping tool by WSB Engineering

### **CONSENT AGENDA**

All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a City Council Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

5. Discussion and possible action on the minutes from the January 19, 2022 City Council Meeting
6. Discussion and possible action on the minutes from the January 25, 2022 Oak Wilt Town Hall Meeting
7. Discussion and possible action to accept Jordan Scott's resignation from the Planning and Zoning Commission

### **REGULAR AGENDA**

8. Discussion and possible action regarding the status of the City's official zoning map, including incorporation of the action by the Council on September 16, 2020, to reflect 6 Pleasant Cove within the Residential zone
9. Discussion and possible action on a proposal from Crossroads to replace the broken Pressure Relief Valve at Hatley and Almarion
10. Discussion and possible action to authorize the Mayor to take action related to emergency oak wilt trenching
11. Staff briefing as to current building enforcement policies and procedures, and Council discussion and possible action with regard to enforcement of building permit requirements, including processes for enforcement of violations, actions with respect to repeat violations, periodic on-site inspection of permit activities and as-built construction
12. Discussion and possible action to update building permit applications to mirror current ordinances and requirements, including Ordinance No. 2018-09-19(B) requiring designation of a responsible person for permit compliance, and discussion and possible action as to current permits not in compliance with ordinance requirements
13. Presentation on the city process regarding the granting of variances from our city ordinances regarding residential plats and building permits. Discussion and possible action to address clarifications needed to our code regarding set backs, property address assignment and changes, notice requirements and other issues related to the division of authority between the building office, P&Z and BOA and to enforcing our code



14. Update, discussion and possible action regarding the Zilker Park Vision Planning process
- [15.](#) Update, discussion and possible action regarding a scope of services for the Vance, Vale, and Bettis waterlines replacement
16. Discussion and possible action regarding the preparation and submittal of certain applications for monetary support for the Texas Water Development Board
- [17.](#) Discussion and possible action with respect to the appointment of a Chair and members to the MoPac South Expansion Task Force
- [18.](#) Appointment of members of City Council to serve as Council liaisons for Police and Courts, Utility Commission, Streets and Roadways, Park Commission, Personnel, Budget, Planning and Zoning Commission, Board of Adjustment, and the Rollingwood Community Development Corporation
- [19.](#) Discussion and possible action on appointments to the Planning and Zoning Commission and the Board of Adjustment
- [20.](#) Discussion and possible action to set dates for the 2nd and 3rd public workshops on the Comprehensive Plan and discuss tentative dates with respect to the consideration and adoption of the Comprehensive Plan
21. Discussion and possible action to reschedule the March 2022 regular City Council Meeting

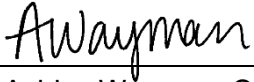
#### **MAYOR AND DEPARTMENT REPORTS**

All reports are posted to inform the public. No discussion or action will take place on items not on the regular or consent agenda.

- [22.](#) City Administrator Report
- [23.](#) Chief of Police Report
- [24.](#) Municipal Court Report
- [25.](#) City Engineer Report - K. Frieze & Associates
- [26.](#) Crossroads Utility Services Report on Water and Wastewater for January 2022
- [27.](#) City Stats for January 2022
- [28.](#) Contract invoices through January 2022 - Crossroads Utility Services, Water and Wastewater Services, K. Frieze & Associates - IIP & MS4, K. Frieze & Associates, City Engineer
- [29.](#) City Financials for January 2022 - Fiscal Year 2021-2022
- [30.](#) RCDC Financials for January 2022 - Fiscal Year 2021-2022
- [31.](#) Texas Gas Service - Notices, Letters and Documents
32. Texas Central Appraisal District and Tax Assessor - Notices, Letters and Documents

**ADJOURNMENT OF MEETING****CERTIFICATION OF POSTING**

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at [www.rollingwoodtx.gov](http://www.rollingwoodtx.gov) at 7:00 p.m. on Friday, February 11, 2022.



Ashley Wayman, City Secretary

**NOTICE -**

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

The City Council will announce that it will go into executive session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permits such closed deliberation, including but not limited to consultation with the city's attorney(s) pursuant to Texas Local Government Code section 551.071, as announced at the time of the closed session.

Consultation with legal counsel pursuant to section 551.071 of the Texas Local Government Code;  
discussion of personnel matters pursuant to section 551.074 of the Texas Local Government Code;  
real estate acquisition pursuant to section 551.072 of the Texas Local Government Code;  
prospective gifts pursuant to section 551.073 of the Texas Local Government Code;  
security personnel and device pursuant to section 551.076 of the Texas Local Government Code;  
and/or economic development pursuant to section 551.087 of the Texas Local Government Code.  
Action, if any, will be taken in open session.

# CITY OF ROLLINGWOOD WATER SYSTEM CAPITAL IMPROVEMENTS PLAN FINAL REPORT

**PREPARED FOR:**

CITY OF ROLLINGWOOD  
403 NIXON DRIVE  
ROLLINGWOOD, TEXAS 78746

**PREPARED BY****FEBRUARY 2022**

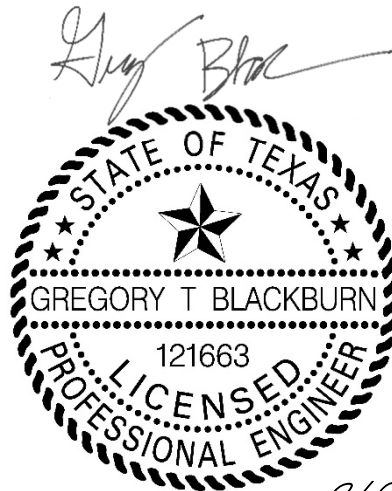
CITY OF ROLLINGWOOD  
WATER SYSTEM CAPITAL IMPROVEMENTS PLAN  
FINAL REPORT

Prepared For:

City of Rollingwood  
403 Nixon Drive  
Rollingwood, TX 78746

Prepared by:

K Friese + Associates, Inc.  
1120 S Capital of Texas Highway  
CityView 2, Suite 100  
Austin, Texas 78746  
Firm No: F-6535



*2/9/2022*

February 2022

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## EXHIBITS

Exhibit 1: Existing System Map

Exhibit 2: Diurnal Curve - Residential Demand

Exhibit 3: Diurnal Curve - Commercial Demand

Exhibit 4: Proposed CIP Map

## APPENDICES

Appendix A: 2000 Agreement for Wholesale Water Service

Appendix B: 2000 Water Agreement First Amendment

Appendix C: Project Summary Sheets

Appendix D: Project Cost Estimates

## 1 GLOSSARY AND ACRONYMS

CIP – Capital Improvement Plan

City – City of Rollingwood

EPS – Extended Period Simulation

GIS – Geographic Information System

KFA – K Friese + Associates

LCRA – Lower Colorado River Authority

MGD – Million Gallons per Day

PRV – Pressure Reducing Valve

PSI – Pounds per Square Inch

TCEQ – Texas Commission on Environmental Quality

TWDB – Texas Water Development Board



## 2 INTRODUCTION

The City of Rollingwood (City) contracted K Friese + Associates (KFA) to perform a city-wide Water System Capital Improvements Plan (CIP) to review the operation of the current system, identify potential issues, review fire flow availability, examine causes for repeated water main breaks, and other issues. This plan provides recommendations for potential improvements to address these issues and to guide the City's development of a CIP.

The project team began by gathering as-builts and updating the City's GIS data for the water system. KFA met with the City's Public Works Department staff and Crossroads, who services the City's water system, to further update the GIS mapping and learn about known issues in the system, such as water main breaks, valves that did not work properly, and pressure reducing valves (PRVs) that did not function properly, among others. KFA also performed site visits to field identify surface features and potential issues. Once the data collection was completed, KFA modeled the water system to identify areas in the system that had high or low pressures, pipes with excessive velocities, and locations with insufficient fire flows.

Following the data collection and modeling efforts, the project team developed project concepts to address the highest priority issues. This final report includes summary sheets and cost estimates for these project concepts.

This report documents the methodology and results of the plan in the following sections:

- *Data Collection:* This section describes the data collection, coordination with City staff, and field investigations.
- *Hydraulic Modeling:* This section details the methodology and results of the process by which the project team used the collected data to perform hydraulic modeling of the water system to identify and rank the CIP projects.
- *Recommendations:* This section contains information regarding the CIP projects and associated cost estimates that are recommended for further analysis and design.
- *Next Steps:* This section provides a roadmap for further analysis and coordination for the City of Rollingwood to undertake to successfully implement the projects recommended by this plan.

## 3 DATA COLLECTION

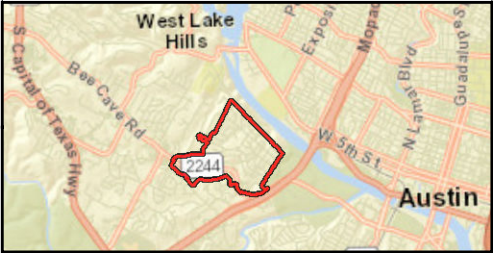
KFA obtained the City's GIS data for the water system from the City's previous consultant, LNV, and used that data source as the base. Through research of available as-builts drawings, previous reports, coordination with City staff, and field investigations, KFA updated the GIS data to represent the existing water system more accurately. Data that was updated includes, but is not limited to, alignments, diameters, active vs. abandoned features, pipe connectivity, and PRV settings. Because much of the data seems to conflict with experiences of field personnel, it is recommended that ongoing field investigations and testing of valves/pipelines to further refine the mapping and operations of the existing system continue on an ongoing basis.

## 4 EXISTING WATER SYSTEM

A map of the existing system, including major water infrastructure and pressure plane boundaries, is included as **Exhibit 1**.



City of Rollingwood  
Travis County, TX  
Existing  
Active Water System



Waterline (Diameter)

- 1"
- 2"
- 4"
- 6"
- 8"
- 12"
- Unknown
- Pressure Release Valve
- Parcel Boundary
- Pressure Zone
  - Upper (860')
  - Lower (720')

Data Sources:  
City of Rollingwood (2021)  
Aerial Source: Stratmap (2021)



0 600 1,200  
Feet

Date: 2/8/2022



Hatley  
Master Meter PRV

Hatley/Nixon  
PRV

Hatley/Almarion  
PRV

Riley  
Master Meter

Rollingwood/Riley  
PRV

Bee Cave  
Master Meter PRV

2244

1



## 4.1 WATER SUPPLY

The City owns and operates the water distribution system within its City Limits. As the City has no water treatment infrastructure or raw water supply, all treated water is purchased wholesale from the City of Austin and delivered to Rollingwood at three (3) interconnection points, where it is then distributed to system customers through Rollingwood's distribution system.

### 4.1.1 WHOLESALE WATER SERVICE AGREEMENT AND SUMMARY

The wholesale of treated water between the cities of Rollingwood and Austin is defined by the 2000 Agreement for Wholesale Water Service (**Appendix A**) and the First Amendment (**Appendix B**) to the Agreement. The maximum volume and flow rate defined by the Agreement is a monthly average of 1.0 million gallons per day (MGD) and an instantaneous maximum flow rate of 694.4 gallons per minute (gpm), which is approximately a 3.0 multiplier on the average flow limitation. The Agreement also mentions that when Rollingwood reaches 75% of the maximum monthly average flow rate that the parties shall negotiate adjustments to the maximum service level.

The First Amendment adds a new clause that says the City of Austin may require Rollingwood to provide its own source of raw water that will be treated and delivered by Austin to Rollingwood with 12 months' notice. To our knowledge this notification has not been sent to date. The purpose of this clause is to not have Rollingwood's raw water supply count against Austin's contracted maximum raw water supply from the Colorado River. Per the current 2021 Region K Water Plan for the Lower Colorado Water Planning Group (October 2020), it appears the City of Austin plans to enact this clause to require Rollingwood to have its own raw water supply prior to 2040. Rollingwood will need to have a separate raw water contract with the Lower Colorado River Authority (LCRA), but the raw water will then still be delivered to Rollingwood via the COA infrastructure. KFA recommends that Rollingwood begins discussions with the COA and LCRA in the near future to determine the timing and renegotiation of rates, both to remove the raw water portion of the COA contract and to develop a raw water purchase contract with the LCRA.

## 4.2 PIPES

The distribution system for the water system consists of approximately 15.7 miles of mains ranging in size from 1-inch to 12-inch lines serving a mixture of residential and commercial customers. Through data collection and in discussions with the City it was noted that the water system includes many small diameter lines that run through the backyards and not in right-of-way.

## 4.3 PRESSURE REDUCING VALVES & METERS

There are five (5) existing PRVs throughout the water system, serving as connections between the Austin Water system and the City's system, and internally between the City's two (2) pressure zones. Each of the pressure zones were intended to maintain pressures between 50 and 85 psi. The Texas Commission on Environmental Quality (TCEQ) requires a minimum system pressure of 35 psi under normal operations. However, for this CIP design, a minimum pressure of 50 psi was used to provide a safety factor above the TCEQ minimum and to minimize potential customer complaints of low pressures.

Additionally, the three (3) internal PRVs serve as backup connections. The internal PRVs are set to allow water to flow from the higher-pressure zone to the lower pressure zone in the event that the pressure drops significantly in the lower zone (i.e., main break or fire emergency). There are also many private PRVs on individual service lines; however, the number and locations are not known at this time. A list of the PRVs and settings for the existing system are shown in **Table 1**. The system had several valves that were designed to be closed to separate the upper and lower pressure planes. However, it was discovered through field investigations that some of these valves were left open, allowing the water to

bypass the PRV's and enter the lower pressure plane. This increased the typical pressure in the lower pressure plane above the intended maximum and resulted in repeated main breaks. Measurements in the field found the lower pressure zone experiencing at least 95 psi.

**Table 1: Existing Pressure Reducing Valves and Settings**

PRV	Setting (ft)
Bee Cave Woods Master Meter	770
Hatley Master Meter	710
Hatley/Nixon	690
Rollingwood/Riley	690
Hatley/Almarion <sup>1</sup>	690

1 – This PRV is currently out of service.

At the three (3) connection points to the City of Austin system, there are master meters to measure the flow into the City system. The master meters are located on Bee Cave Woods, Hatley, and Riley. The majority of the water supply for the higher-pressure plane comes through the Bee Cave Woods meter, as this connects to a higher-pressure plane within the City of Austin system.

## 5 HYDRAULIC MODELING

This section of the report describes how the project team used the data they collected to develop the CIP list.

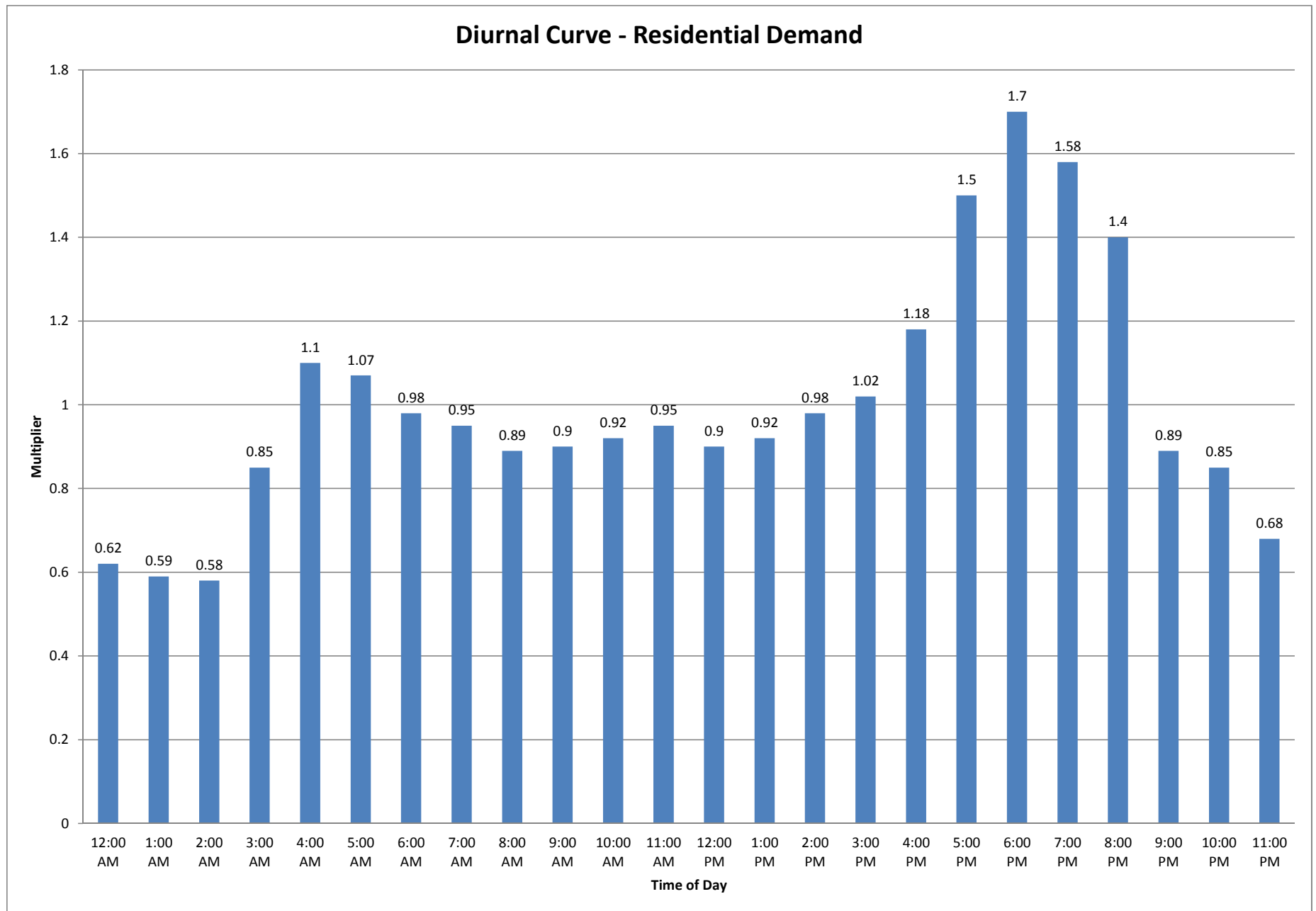
### 5.1 DESIGN CRITERIA

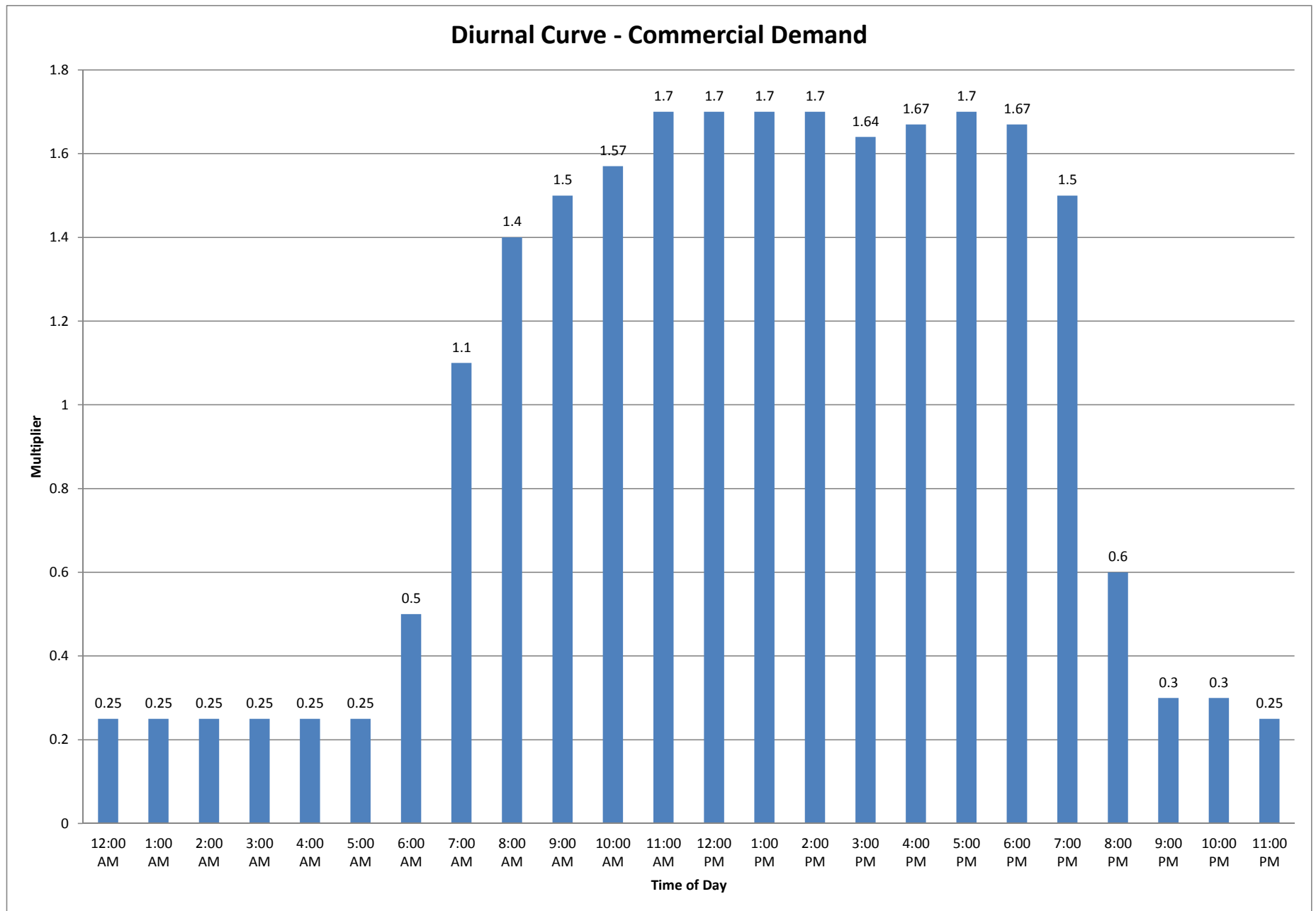
In order to properly model, size, and plan for future facilities, design criteria must be established. The modeling criteria used for the updated CIP is shown in **Table 2**. The model was run and evaluated using the maximum day supply from the City of Austin delivery points, provided by the City of Rollingwood.

**Table 2: Planning and Design Criteria**

Criteria	Value
Max Day Unit Demand	0.41gpm/LUE
Fire Flow (Residential)	1,500 gpm
Fire Flow (Commercial)	3,500 gpm
Maximum Pressure	95 psi
Minimum Pressure	50 psi
Minimum Fire Flow Pressure	20 psi at Maximum Day Demand
C-Factor	120

These criteria were used to generate water demands for the service area during extended period and fire flow scenarios. Once the water demands were determined, the design criteria were utilized to calculate capacity of the existing facilities and to size the planned facilities. Diurnal curves, representing the hourly water demand, have been developed for residential and commercial demands. These curves are shown in **Exhibit 2** and **Exhibit 3**. The diurnal curves are applied to each demand node based on the development.





## 5.2 WATER MODELING

Water models of the current system and proposed future systems were developed using WaterCAD Version V8i by Haested Methods. These models were used to evaluate options for system expansion. The model evaluation included static, extended period (24-hour), and fire flow analysis of each system.

The GIS data of the existing water system was imported into WaterCAD to develop the existing model. The model consists primarily of pipes, nodes, reservoirs, and PRVs. Each element has specific attributes assigned to define system characteristics and operation. A list of the primary attributes for each element and their definition is shown in **Table 3**.

**Table 3 Water Model Element Attributes**

Attribute	Definition
<b>Pipe (Water Main)</b>	
ID	ID to differentiate pipes
Pipe Diameter	Nominal value in inches
Pipe Material	Asbestos Cement, Cast Iron, Ductile Iron, or PVC
C-Factor	120
Open/Closed	Closed pipes represent closed valves in the system
Check Valve	Pipes can be defined to flow in one direction only
<b>Node (Water Demand Point)</b>	
ID	ID to differentiate nodes
Elevation	Ground elevation in feet
Demand	Assign water demand for node and assign diurnal curve
Zone	Label node's pressure zone
<b>Reservoir (Water Supply Source)</b>	
ID	ID to differentiate reservoirs
Elevation	Represents pressure plane of water system to the system
<b>Pressure Reducing Valve (PRV)</b>	
ID	ID to differentiate PRVs
Elevation	Ground elevation in feet
Diameter	Nominal valve diameter in inches
Settings	Define valve operation

## 5.3 EXTENDED PERIOD SIMULATION

The Extended Period Simulation (EPS) analysis is used to model the City's water system over a 24-hour period to model the pressures and flow rates changing throughout the system based on the demands varying per the associated diurnal curves. This ensures that the system is able to meet the highest demand peaks throughout a full day, and to see how the system reacts to the changing demands. The model output shows the pressures at each node, flow and velocity in each pipe, and flow through the PRVs. If the design criteria shown in **Table 2** are not met, then proposed improvements are added to the model to resolve the issue.

## 5.4 FIRE FLOW ANALYSIS

The fire flow analysis is used to model the City's water system to ensure that the system has sufficient capacity during a fire emergency, without causing low pressure to the rest of the system. The required



fire flow at each node is input based on the type of property that it serves (residential vs. commercial), as shown in **Table 2**. The model output is the total available fire flow at each node and the minimum residual pressure at each node and the overall system. If there is not enough available fire flow, or the residual pressures are too low, proposed improvements are added to the model to resolve the issue.

## 6 RECOMMENDATIONS

This section of the plan contains a summary of CIP project concepts that were developed by the project team to address the water system issues described in the previous section. Specific project summaries and cost estimates can be found in **Appendix C** and **Appendix D**, respectively.

### 6.1 MODELING RESULTS

The system modeling results showed several areas that did not meet the pressure or fire flow requirements listed in **Table 2**. The southeast portion of the City at the Town Centre had maximum pressures above 110 PSI. The northeast area of the City had two locations of low-pressure concerns, the 6-inch waterline along Hatley and the 6-inch within Ashworth Dr.

From the modeling, the main source of concern is the lack of sufficient fire flow in multiple locations throughout the City. In general, there was a lack of available fire flow at the dead-ends of small diameter pipes within cul-de-sacs, along Pickwick Ln, Inwood Rd, Gentry Dr and within the entire northeast corner of the City.

Several solutions were developed to solve these flow concerns. The most comprehensive change is adding an additional two (2) pressure planes to the City's water system, for a total of four (4) separate pressure planes interconnected with PRV's. This is anticipated to be achieved by installing a new PRV at the Town Centre and repurposing the Hatley/Almarion PRV. Other project improvements include upsizing small diameter pipes and adding additional looping within the system. The overall proposed Water CIP improvement map can be seen in **Exhibit 4**. The new PRV settings can be found below in **Table 4**

**Table 4 Proposed Pressure Reducing Valves and Settings**

PRV	Setting (ft)
Bee Cave Woods Master Meter	770
Hatley Master Meter	710
Hatley/Nixon <sup>1</sup>	-----
Rollingwood/Riley	690
Hatley/Almarion	720
Town Centre	690

1 – This PRV will be abandoned

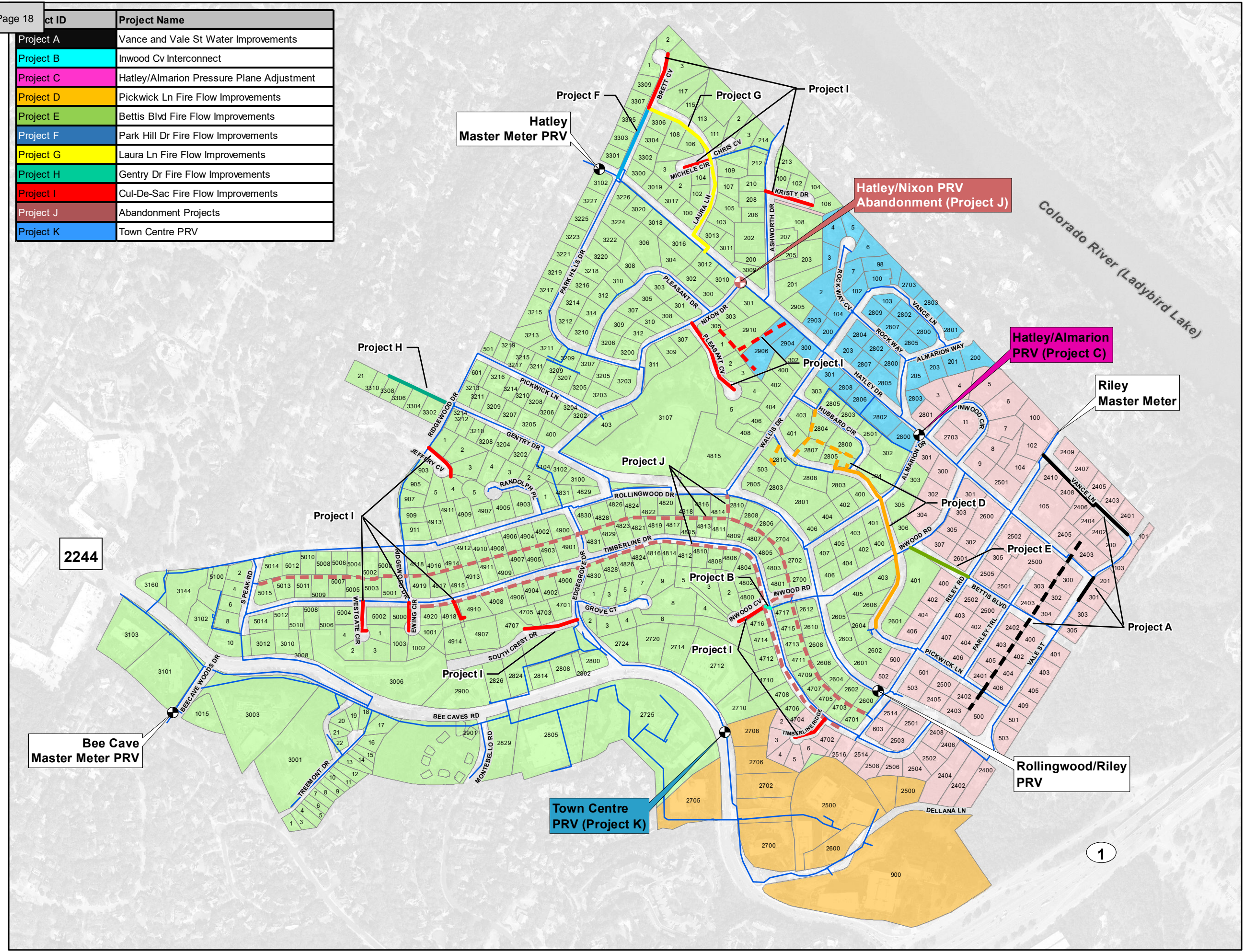
### 6.2 CIP DEVELOPMENT

The proposed improvements included in each CIP project are based on preliminary level engineering, field visits, and high-level topographic information; these are not detailed engineering analysis or design. The following sections discuss the CIP development process and prioritization.



Page 18

Project ID	Project Name
Project A	Vance and Vale St Water Improvements
Project B	Inwood Cv Interconnect
Project C	Hatley/Almarion Pressure Plane Adjustment
Project D	Pickwick Ln Fire Flow Improvements
Project E	Bettis Blvd Fire Flow Improvements
Project F	Park Hill Dr Fire Flow Improvements
Project G	Laura Ln Fire Flow Improvements
Project H	Gentry Dr Fire Flow Improvements
Project I	Cul-De-Sac Fire Flow Improvements
Project J	Abandonment Projects
Project K	Town Centre PRV



City of Rollingwood  
Travis County, TX

Proposed  
Water CIP Projects

Existing Waterline

Pressure Release Valve

Water CIP Project

Project A

Project B

Project C

Project D

Project E

Project F

Project G

Project H

Project I

Project J

Project K

Parcel Boundary

Pressure Zone

Zone 1

Zone 2

Zone 3

Zone 4

Data Sources: KFA (2022)  
City of Rollingwood (2021)  
Aerial Source: Stratmap (2021)

N

0 600 1,200 Feet

Date: 2/8/2022

ROLLINGWOOD

TEXAS

K·FRIESE

+ ASSOCIATES

PUBLIC PROJECT ENGINEERING

FIRM NO. 6525

3.



### 6.3 PROJECT COST ESTIMATES

Planning-level cost estimates were developed for the proposed projects. These cost estimates are based on the preliminary project concepts developed to mitigate the issues identified and are likely to vary when detailed design is completed for each project.

The cost estimates include:

- *Engineering & Surveying:* Engineering, surveying, and environmental costs were estimated as a uniform percentage of construction costs for each project.
- *Construction:* Unit costs and quantities are provided in the project cost estimate sheets. Traffic control and roadway reconstruction are included where necessary.

The estimates do not include costs for:

- *Right-of-Way & Easement Acquisition:* Right-of-way and easement acquisition was assumed not to be necessary for these projects. However, it is recommended that the City perform this research prior to implementation of recommended CIP projects.

Cost summary sheets for each project can be found in **Appendix D**. A summary of costs is provided in **Table 5**.

*Table 5: Project Ranking and Cost Summary*

ID	Project Name	Cost	Ranking
A	Vance & Vale St Water Improvements	\$887,000	1
B	Inwood Cove Interconnect	\$105,000	2
C	Hatley/Almarion Pressure Plane Adjustment	\$50,000	3
D	Pickwick Ln Fire Flow Improvements	\$855,000	4
E	Bettis Blvd Fire Flow Improvements	\$189,000	5
F	Park Hill Dr Fire Flow Improvements	\$279,000	6
G	Laura Ln Fire Flow Improvements	\$779,000	7
H	Gentry Dr Fire Flow Improvements	\$232,000	8
I	Cul-De-Sac Fire Flow Improvements	\$1,751,000	9
J	Abandonment Projects	\$964,000	10
K	Town Centre PRV	\$133,000	11
<b>Total CIP Cost</b>		<b>\$6,224,000</b>	

The CIP projects are ranked in **Table 5** based on priority needed to provide a reliable water system with sufficient system pressures, and adequate fire flow. The highest priority, Project A, is prioritized to address continued instances of main breaks occurring in the area, resulting in city-wide boil water notices. The 4-inch diameter waterlines are undersized, not buried to an adequate depth, and made of pipe material that does not meet industry standards. Projects B and C were ranked next to improve pressure concerns within the system during normal operations. Project D through I were then ranked, as they were identified to mitigate fire flow concerns throughout the City. The fire flow improvement projects were ranked based on size of area affected and project sequencing requirements. Project J was a low priority as it is not required for functionality, but for operational ease. Many of the waterlines located in easements in backyards of private properties are difficult for City Staff to access and isolate in the event of a main break. This project abandons the backyard waterlines and relocates the services to waterlines located within right-of-way.

Lastly, Project K, the Town Centre PRV, is ranked as the lowest priority. The water model indicates that this area of the city experiences pressures exceeding the maximum design criteria, however, there is no records of main breaks or customer complaints in the area. These customers within the affected area may have individual PRVs on their service lines, which would likely eliminate the need for this project. If not, this project may end up as a higher priority for the City.

## 7 NEXT STEPS

While this Plan provides a preliminary assessment of top water service issues and potential solutions across the City of Rollingwood, additional study, coordination, analysis, and engineering design are required for implementation.

### 7.1 ONGOING DATA NEEDS

During the course of this project, a significant data needs issue came to KFA's attention that must be addressed prior to design and implementation of CIP projects. There is currently no comprehensive and up-to-date database of the existing water infrastructure. The current GIS database that KFA has put together was developed with old construction plan sets that were hard to follow and may or may not have been implemented. The City has since begun field investigations to determine if waterlines are active, have been abandoned, or have already been upsized. The City will need to continue these field investigations and continue to update the GIS database until the entirety of the water system has been mapped out.

### 7.2 MODELING

The current WaterCAD model was developed using the latest GIS database. As the field investigations provide updated information for the database and as proposed improvements are installed, the recommendation is that the water model is updated with the changes. The field investigation changes may alter the recommendations for the proposed CIP projects as the design.

### 7.3 FUNDING SOURCES

It is KFA's understanding that the City of Rollingwood is limited in the availability of City funds for implementation of the recommended CIP projects. The City may consider looking into applying for the Texas Water Development Board (TWDB) programs. The TWDB offers a variety of cost-effective loan and grant programs that the proposed projects may be eligible for. KFA recommends initiating contact with the TWDB regional team and beginning the relationship to advance future collaboration for funding for the proposed CIP projects.

## 8 APPENDICES

## ***Appendix A: 2000 Agreement for Wholesale Water Service***

**2000 AGREEMENT FOR WHOLESALE WATER  
SERVICE BETWEEN THE CITY OF  
AUSTIN AND THE CITY OF ROLLINGWOOD**

THE STATE OF TEXAS     )  
  )     KNOW ALL BY THESE PRESENTS:  
COUNTY OF TRAVIS     )

THIS AGREEMENT ("Agreement") for the provision of wholesale water service is made and entered into by and between the of City of Austin, Texas ("Austin"), a Texas home rule municipal corporation, and the City of Rollingwood, a Texas general law municipal corporation ("Rollingwood"), collectively ("Parties"), and may be referred to as the "2000 Rollingwood Water Service Agreement".

**WHEREAS**, Austin and Rollingwood previously entered into a wholesale water service agreement dated January 2, 1968, entitled "Water Contract" ("1968 Water Contract"), pursuant to which Austin provided a potable water supply to Rollingwood for its distribution system that served connections within its existing corporate boundaries. The 1968 Water Contract expired of its own terms on January 2, 1998;

**WHEREAS**, Austin has provided additional wholesale water service to Rollingwood since the expiration of the 1968 Water Contract;

**WHEREAS**, Austin and Rollingwood desires to enter into a new wholesale water service agreement to set out terms and conditions for Austin's continued provision of wholesale water service to Rollingwood for its distribution system that currently serves more than 300 retail connections within its corporate boundaries and extraterritorial jurisdiction;

**WHEREAS**, Austin and Rollingwood are authorized to enter into this agreement pursuant to the provision of the Interlocal Cooperation Act, V.T.C.A. Government Code, Chapter 791 and other applicable law;

**WHEREAS**, the Austin City Council, by Resolution No. 991209-30, dated December 9, 1999, has duly authorized the negotiation and execution of a wholesale water service agreement with Rollingwood;

**WHEREAS**, the Rollingwood City Council, by Approved and Signed Minutes, Regular Council Meeting, dated December 15, 1999, has duly authorized the negotiation and execution of a wholesale water service agreement with Austin;

**WHEREAS**, Austin and Rollingwood, as authorized by their respective city councils, intend to set forth a comprehensive statement of all terms and conditions applicable to the continued provision of wholesale water service by Austin to Rollingwood ;

**NOW, THEREFORE**, in consideration of the foregoing premises and the mutual undertakings herein contained, the parties agree as follows:



## ARTICLE I DEFINITIONS

The following terms shall have the meanings set out below:

**1.01. Austin Water Facilities, Austin System or Austin's Water System:** means all water treatment, transmission and distribution facilities, lines, mains, reservoirs, pump stations, residential, commercial, and industrial connections and any other parts or components that comprise the public water system of Austin.

**1.02. Austin Water Capital Recovery Fee:** means a charge imposed on each service unit of new development pursuant to Chapter 25-9 of the 1999 Austin City Code to generate revenue for funding or recouping the costs of capital improvements or facility expansions of Austin's Water System.

**1.03. Commission:** means the Texas Natural Resource Conservation Commission or its successor agency.

**1.04. Connection:** means a single family residential unit or each commercial or industrial establishment to which drinking water is supplied from Rollingwood's system.

**1.05. Default:** means the omission or failure of a party to perform their contractual duty under this agreement.

**1.06. Director:** means the Director of Austin's Water and Wastewater Utility or the Director's authorized designee.

**1.07. Metering Facility:** means the meter, meter vault, and all metering equipment required to measure wholesale water service to Rollingwood at the agreed points of delivery. The term also includes any other facilities constructed by Rollingwood that are associated with the metering facilities.

**1.08. New Development:** means the subdivision of land, the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure, or any use or extension of the use of land, that increases the number of service units for water service. The term includes the sale of water taps resulting from the conversion of an individual well to Rollingwood's System.

**1.09. Point of Delivery:** means the points designated and approved under this Agreement at which Rollingwood shall receive water from the Austin Water System for distribution within Rollingwood's Water System as more particularly described below.

**1.10. Rollingwood Water Facilities, Rollingwood Water System or Rollingwood's System:** means the lines, reservoirs, pump stations, mains, residential, commercial, and industrial connections and any other parts or components that comprise the public water system of Rollingwood.

**1.11. Water:** means potable water meeting the requirements of the Texas Natural Resource Conservation Commission for human consumption and other domestic uses.

**1.12. Wholesale Water Service Area:** means Rollingwood's corporate city limits and extraterritorial jurisdiction as amended from time to time by Rollingwood. This term does not include any area outside of Rollingwood's corporate city limits, as of the effective date of this agreement, that is served by Austin's water system prior to annexation by Rollingwood.

**1.13. Wholesale Water Service:** means Austin's provision of a potable water supply to Rollingwood for its distribution system that serves retail connections in its wholesale water service area.

## **ARTICLE II. DELIVERY OF WATER**

**2.01. Maximum Volume and Rate of Flow.** Subject to all the terms and conditions set forth in this Agreement, Austin agrees to sell and Rollingwood agrees to buy potable water for the operation of Rollingwood's Water System for domestic, commercial and industrial uses on an as-needed basis in an amount not to exceed a monthly average of 1.0 million gallons per day (MGD) and at a rate not exceeding 694.4 gallons per minute (GPM) and at a minimum pressure of 35 (psi) pounds per square inch under normal operating conditions at the master meter(s) located at the agreed point(s) of delivery in **Exhibit A**. The parties agree that a monthly average of 1.0 (MGD) is the maximum level of service to which Rollingwood is entitled under this Agreement.

The parties agree that when use by Rollingwood reaches or exceeds seventy five per cent (75%) of the maximum level of 1.0 million gallons per day (MGD) established hereunder based on a monthly average for any monthly billing period during the term of this Agreement, the parties shall negotiate with regard to an appropriate adjustment of the maximum service level described under this agreement. **The parties agree that the maximum service level provided under this agreement will not be increased unless Rollingwood secures a raw water supply and assigns that supply to Austin to provide any proposed increased service level under this agreement. The parties shall negotiate a wholesale water rate adjustment for the raw water supply assigned to Austin by Rollingwood over the agreed 1.0 MGD monthly average limit that is used by Austin to provide water service under this agreement.** Any increase in the maximum service level provided under this agreement must be made by written amendment of this Agreement and shall be subject to review and approval by the Austin City Council and the Rollingwood City Council and the ability of Austin to provide such additional water service.

In the event that Austin is unable or unwilling to provide the increased level of water service requested by Rollingwood, Rollingwood may endeavor to secure supplemental water service from another provider.

If Rollingwood secures another source of water supply without having first negotiated in good faith with Austin as described above or without having first secured a written final decision from the Director that Austin is unwilling or unable to provide the requested increase in the maximum level of water service to be provided under this agreement, Austin may reduce the maximum level of

service to be provided hereunder commensurate with the maximum contracted level of potable water service acquired by Rollingwood from such other source and Austin shall be released from any obligation to provide the same under this agreement. If Rollingwood desires to secure an additional source of water supply it must first provide Austin with written notice of its need for additional water service. The notice must include the quantity of water needed by Rollingwood and all other information requested by the Director and must be provided to the Director. Austin shall respond to Rollingwood's notice within 180 days.

**2.02. Sole Supply Intended.** Rollingwood and Austin agree that Austin shall provide the sole source of water for the operation of the Rollingwood System during the term of this agreement and the parties do not construe this agreement to provide for supplemental, backup, peak-load or as-available service.

**2.03. Manner of Delivery.** During the term of this agreement, Rollingwood shall provide retail water service to connections within the wholesale water service area in this agreement.

**2.04. Nondiscrimination.** Water service to Rollingwood by Austin shall be nondiscriminatory and consistent with Austin's policies, ordinances and regulations applicable to wholesale water services as established by the Austin City Council and amended from time to time.

**2.05. Water Capital Recovery Fees.** The parties agree that the assessment and collection of Austin's Water Capital Recovery Fee within Rollingwoods' wholesale water service area is authorized by Texas Local Government Code, '395.011(c). Rollingwood shall collect, on behalf of Austin, Austin's Water Capital Recovery Fee from its customers for each service unit of new development connected to Rollingwood's System in the agreed wholesale water service area at the time Rollingwood's connection is made.

The amount of the Water Capital Recovery Fee shall be calculated per service unit in accordance with the provisions of Chapter 25-9 of the 1999 Austin City Code, as adopted by Austin. The amount collected by Rollingwood, on behalf of Austin, shall be the amount of Austin's Water Capital Recovery Fee in effect at the time each connection of a new service unit is made, following notice to Rollingwood of any change as provided in this subsection. The number of service units for which the fee is charged shall be calculated in accordance with Chapter 25-9 of the 1999 Austin City Code, as adopted by Austin.

Austin agrees to provide Rollingwood with written notice of any change in the amount of the Water Capital Recovery Fee to be collected by Rollingwood under this Agreement, and such change will be effective on the date the notice is received by Rollingwood or the effective date of Austin's ordinance, whichever is later.

Rollingwood agrees to remit all Water Capital Recovery Fees collected to Austin monthly together with a report of all new water connections made within each calendar month. The report shall also contain the service address, meter size, date of connection, and amount remitted for each new connection within each monthly period to the Director. Rollingwood shall not retain any portion of the Austin Water Capital Recovery Fees collected. If no new connections are made during the month, Rollingwood shall not be required to prepare a monthly report of new connections to Austin.

For each calendar year, Rollingwood shall provide to the Director an annual report that states the total number of connections and the type of connections by use (residential, multi-family, commercial, industrial) by February 28th of the following year.

**2.06. Points of Delivery.** The points of delivery are shown on **Exhibit "A"**. Exhibit A is attached to this agreement and incorporated by reference for all purposes. The points of delivery may be changed at any time by agreement in writing between the Director and Rollingwood. In the event that Rollingwood requests a change in the points of delivery, Rollingwood shall bear the expense of changing such points of delivery. In the event that Austin requests an addition or change in the points of delivery, Austin shall bear the expense of changing such points of delivery.

**2.07. Approval of Changes or Additional Points of Delivery.** Prior to adding or changing any point of delivery to Austin's Water System, Rollingwood shall submit a written request to the Director for approval of the additional or new point of delivery accompanied by an engineering report and plans, prepared by a registered professional engineer and approved by the Rollingwood City Council, which detail the proposed changed or new point of delivery, the area to be served, the design, size, location and configuration of meters to be installed, and other pertinent information requested by Austin. The parties agree that the undeveloped tracts, constituting approximately 32 acres collectively, zoned commercial in Rollingwood will require Rollingwood to request an additional point of delivery to Austin's Water System or some other mutually agreed upon methodology for the provision of fire protection.

**2.08. Backflow Prevention.** Rollingwood, at its own expense, shall install a backflow prevention assembly (Reduced Pressure Zone Valve) on all points of delivery from Austin's Water System within 90 days after the effective date of this contract. All approved additional points of delivery in the future will be required to have a backflow prevention assembly installed at the time of construction at Rollingwood's own expense.

### **ARTICLE III. COMPLIANCE WITH STATE LAWS AND CITY REGULATIONS**

**3.01. Legal Lots Required.** Rollingwood shall not sell taps or otherwise permit the connection of water service to any customer within the agreed wholesale water service area unless the property is exempt from or in compliance with the provisions of Chapter 212, Texas Local Government Code, as amended.

**3.02. Service Outside Rollingwood; Enlargement of Rollingwood Boundaries or Service Area.** This Agreement provides for the purchase of wholesale water by Rollingwood from Austin for delivery to retail customers within the agreed wholesale water service area. Rollingwood agrees that it shall not sell, resell, or deliver water to areas outside the agreed wholesale water service area as of the effective date of this Agreement unless it first obtains either the prior written consent of Austin or is ordered to provide such service by the Commission in involuntary proceedings that are not initiated by Rollingwood. In the latter event, Rollingwood shall provide written notice to Austin of the proceedings at the Commission relating to the expansion of Rollingwood's service to areas

now outside of Rollingwood's corporate limits. Rollingwood further agrees that it will not initiate any proceedings to enlarge its service area through any other agency or court of competent jurisdiction without the prior written notification to Austin of such expansion.

**3.03. Curtailment and Conservation Restrictions.** Delivery, volume, and pressure of potable water to Rollingwood under this Agreement is subject to and limited by Austin's available water supply and water system treatment and transportation capabilities. Austin shall have the right to curtail or ration wholesale service to Rollingwood in times of high system demand in the same manner and to the same extent that Austin imposes such curtailment or water rationing on other wholesale customers of Austin. Austin will give written notice to Rollingwood of the implementation and termination of any conservation and user restrictions it imposes on its customers, and Rollingwood agrees to impose on its customers and enforce the same voluntary and mandatory conservation and use restrictions Austin imposes on its own customers within three business days of receipt of notice from Austin.

**3.04. Temporary Curtailment of Service for Maintenance, Capital Replacement or Emergency Operations.** Austin shall have the right at all times to curtail water service hereunder in the event of a required maintenance operation, replacement of capital facilities or emergency for a reasonable period necessary to complete such maintenance operations or capital replacement, effect emergency repairs or otherwise respond to emergency conditions necessitating the temporary suspension of water service or decreased volume or pressure. For any curtailment other than one caused by an emergency, Austin, if possible, will give at least 72 hours telephonic notice to Rollingwood. In the event of an emergency curtailment, Austin will give telephonic notice as soon as possible.

**3.05. Cooperation During Maintenance or Emergency.** Rollingwood shall cooperate with Austin during periods of emergency or required maintenance or replacement of equipment and, if necessary, Rollingwood shall, at its sole expense, discontinue, cycle, test, inspect, or otherwise operate and maintain its pumps or other Rollingwood Water Facilities in a manner determined by the Director to be necessary to the safe and efficient completion of such operations.

**3.06. Water Conservation Program.** Rollingwood will adopt and enforce a water conservation program sufficient to meet the requirements of the Texas Natural Resource Conservation Commission ("TNRCC") water conservation rules, as amended. Rollingwood shall also adopt and enforce water conservation measures that meet or exceed the following standards:

- (1) promote the participation of its citizens in the water conservation programs offered by Austin with bill stuffers (4 times/year minimum) and advertising;
- (2) adopt an incentive plan for low-flush toilet retrofits that will include Austin rebates plus matching Rollingwood rebates (would currently add \$60 per toilet, for a total rebate of \$120);
- (3) send letters to high volume water users offering irrigation audits;
- (4) review its landscaping ordinances to promote water conservation, with the consideration of recommendations by the Austin Water Conservation Office;

now outside of Rollingwood's corporate limits. Rollingwood further agrees that it will not initiate any proceedings to enlarge its service area through any other agency or court of competent jurisdiction without the prior written notification to Austin of such expansion.

**3.03. Curtailment and Conservation Restrictions.** Delivery, volume, and pressure of potable water to Rollingwood under this Agreement is subject to and limited by Austin's available water supply and water system treatment and transportation capabilities. Austin shall have the right to curtail or ration wholesale service to Rollingwood in times of high system demand in the same manner and to the same extent that Austin imposes such curtailment or water rationing on other wholesale customers of Austin. Austin will give written notice to Rollingwood of the implementation and termination of any conservation and user restrictions it imposes on its customers, and Rollingwood agrees to impose on its customers and enforce the same voluntary and mandatory conservation and use restrictions Austin imposes on its own customers within three business days of receipt of notice from Austin.

**3.04. Temporary Curtailment of Service for Maintenance, Capital Replacement or Emergency Operations.** Austin shall have the right at all times to curtail water service hereunder in the event of a required maintenance operation, replacement of capital facilities or emergency for a reasonable period necessary to complete such maintenance operations or capital replacement, effect emergency repairs or otherwise respond to emergency conditions necessitating the temporary suspension of water service or decreased volume or pressure. For any curtailment other than one caused by an emergency, Austin, if possible, will give at least 72 hours telephonic notice to Rollingwood. In the event of an emergency curtailment, Austin will give telephonic notice as soon as possible.

**3.05. Cooperation During Maintenance or Emergency.** Rollingwood shall cooperate with Austin during periods of emergency or required maintenance or replacement of equipment and, if necessary, Rollingwood shall, at its sole expense, discontinue, cycle, test, inspect, or otherwise operate and maintain its pumps or other Rollingwood Water Facilities in a manner determined by the Director to be necessary to the safe and efficient completion of such operations.

**3.06. Water Conservation Program.** Rollingwood will adopt and enforce a water conservation program sufficient to meet the requirements of the Texas Natural Resource Conservation Commission ("TNRCC") water conservation rules, as amended. Rollingwood shall also adopt and enforce water conservation measures that meet or exceed the following standards:

- (1) promote the participation of its citizens in the water conservation programs offered by Austin with bill stuffers (4 times/year minimum) and advertising;
- (2) adopt an incentive plan for low-flush toilet retrofits that will include Austin rebates plus matching Rollingwood rebates (would currently add \$60 per toilet, for a total rebate of \$120);
- (3) send letters to high volume water users offering irrigation audits;
- (4) review its landscaping ordinances to promote water conservation, with the consideration of recommendations by the Austin Water Conservation Office;

- (5) adopt an ordinance requiring separate water meters for commercial irrigation where feasible;
- (6) in consultation with the Austin Water Conservation Office, adopt a conservation water rate ordinance that is effective in promoting water conservation; and
- (7) provide a rebate for purchasing horizontal axis washing machines (now set at \$50).

**3.07. Water Conservation Ordinance .** Separate from the requirements of Section 3.06, Rollingwood agrees to adopt and enforce an ordinance with similar provisions to Austin's emergency and peak day water management provisions, Chapter 4-2, Article II, 1999 City Code, as in effect on the date of this Agreement, within the wholesale water service area in this agreement. In the event that ordinance is amended, Austin will give written notice to Rollingwood of those amendments and will request that Rollingwood amend its ordinance to include similar provisions.

**3.08. Timely Adoption of Conservation Plan .** All ordinances and programs to be adopted by Rollingwood relating to toilet retrofits, emergency and peak day water management, conservation water rate, horizontal axis washing machines, and separate water meters for commercial irrigation, must be adopted before October 1, 2000.

**3.09. Penalty Provision .** If Rollingwood fails to comply with all the terms of this Agreement with respect to adopting and enforcing water conservation measures, Austin may impose on Rollingwood a monthly water surcharge equal to 25% of the rate determined by cost of service methodology, for as long as Rollingwood remains out of compliance. Before imposing such a surcharge, Austin will give Rollingwood written notice of any such failure, specifying in detail the alleged non-compliance. Rollingwood will have 90 days for the date of the notice to cure the failure. In the event Austin or Rollingwood do not agree on the satisfaction of any of the terms of this Section, either party may request mandatory mediation to resolve the conflict.

#### **ARTICLE IV. WATER RATES, CHARGES AND BILLING**

**4.01. Wholesale Water Rates.** Rollingwood agrees to make payments to Austin for all water delivered to Rollingwood under this agreement in accordance with the wholesale water rate established and amended from time to time by the Austin City Council for Rollingwood's customer class. The parties agreed billing and payments procedures are below in Section 4.05 and 4.06.

**4.02. Rollingwood Water Rates and Charges.** During the term of this agreement, Rollingwood shall fix and collect rates and charges for retail water service to its customers that are, in the opinion of the Rollingwood City Council, sufficient, together with any other revenues available to Rollingwood, to produce the amount necessary to operate, repair, and maintain the Rollingwood System, and to pay the cost of wholesale water service from Austin under this agreement.



Rollingwood shall be solely responsible for ensuring that its retail rates and charges are determined and collected in accordance with applicable law.

**4.03. Customer Connection Fees.** Rollingwood shall be solely responsible for the proper exercise of its governmental power to assess and collect fees, rates, taxes or other charges and for ensuring that the assessment and collection of the same is in compliance with applicable law.

**4.04. Utility Service Regulations Applicable.** Austin shall deliver wholesale water and charge Rollingwood in accordance with the terms of this Agreement. Rollingwood shall make payments to Austin for wholesale water delivered hereunder in accordance with Austin's Utility Service Regulations, as amended from time to time by Austin Council and the terms of this Agreement.

**4.05. Billing and Payment.** Austin shall send a bill to Rollingwood once per month setting forth the quantity of water delivered to Rollingwood as determined by Austin's periodic readings of the master meter(s) installed at the agreed points of delivery. Each bill shall include a due date and the total amount owed to Austin based on the metered quantity of wholesale water delivered multiplied by Austin's wholesale water rate for Rollingwood's customer class as amended from time to time by the Austin City Council. Rollingwood shall pay the total amount owed to Austin by the due date on each bill for wholesale water service. If Rollingwood in good faith questions the amount of the bill, Rollingwood shall follow the procedures therefore established in the City of Austin Utility Customer Service Regulations in Chapter 18-4 of the 1999 Austin City Code, as adopted by Austin. In the event of a conflict between this Agreement and the terms of Austin's Utility Service Regulations, the provisions of this Agreement shall prevail.

Rollingwood agrees to make timely payments to Austin for wholesale water service. Payments shall be considered past due 30 days after the due date of each bill for wholesale water service. Austin may apply a late charge on past due payments in accordance with its policies and ordinances applicable to other customers of Austin.

**4.06. Effect of Default for Non-Payment.** With respect to monthly billings, if Austin has not received payment from Rollingwood by the due date, the bill shall be considered delinquent, unless contested in good faith. In such event, Austin shall notify Rollingwood of such delinquency in writing, if Rollingwood fails to make payment of the delinquent billing within 30 calendar days from the due date, then Austin may, at its discretion, temporarily terminate service to Rollingwood until payment is made, subject to Rollingwood's right of continuity of service during a good faith appeal or a disputed bill as provided by applicable state laws and regulations and Austin's Utility Service Regulations, Chapter 18-4 of the 1999 Austin City Code, as adopted by Austin.

**4.07. Penalty for Exceeding Flow Limits.** In the event Rollingwood's monthly average of 1.0 million gallons per day (MGD) is ever exceeded, without the assignment of sufficient raw water supply to Austin, Rollingwood agrees to pay a penalty of \$5,000 per month for each month of exceedance of the monthly average under this agreement. Within 30 days of an exceedance of the monthly average, without the assignment of a sufficient raw supply to Austin, Rollingwood must escrow the sum of \$5,000 with Austin, and retain an engineer to prepare a report explaining the reasons for the exceedance of the monthly average, and within 60 days of the exceedance of the monthly average under this agreement, without the assignment of a sufficient raw water supply to

Austin, present the engineer's report and proposed solution to Austin. Within 120 days of the exceedance of the monthly average, without the assignment of a sufficient raw water supply to Austin, Rollingwood must take appropriate action, as detailed in the engineer's report. If Rollingwood either completes the curative action within 120 days or, if the parties agree that the curative action cannot be completed within 120 days, commences the curative action within 120 days and thereafter diligently pursue the curative action to completion, Austin will return the \$5,000 escrow deposited with Austin. If Rollingwood fails to act within 120 days as required by this section, then the \$5,000 escrow will be retained by Austin as an additional penalty for Rollingwood's violation of the monthly average limit contained in this Agreement. Based on the engineer's report and following a written request by Austin, Rollingwood will take immediate corrective action to reduce the exceedance of the monthly average under this agreement. The return or forfeiture of the \$5,000 escrow amount shall not exempt Rollingwood from the requirement of escrowing another \$5,000 with Austin should any subsequent exceedances of the monthly average occur.

**4.08. Obligation of Rollingwood.** The parties agree that Rollingwood's obligation under this agreement to make payments to Austin for water service in any fiscal year are a current expense for that fiscal year payable solely from the revenues of Rollingwood's Water System for that fiscal year. The obligation of Rollingwood to make payments to Austin does not constitute a general obligation or indebtedness of Rollingwood for which Rollingwood is obligated to levy or pledge any form of taxation.

## **ARTICLE V. MASTER METERS**

**5.01. Master Meters Required.** Water consumed by Rollingwood shall be measured by master water meters of a design, size, location and configuration approved by the Director and Rollingwood. The parties agree that the existing master water meters located at the points of delivery in **Exhibit A** shall be deemed approved under this Section upon the effective date of this agreement.

**5.02. Master Meter Installations.** A master meter (s) and related facilities, including a meter loop, a meter house or pit and appurtenances required for properly measuring the quantity of water delivered to Rollingwood shall be installed at each agreed new point of delivery of wholesale water to Rollingwood. Rollingwood, at its own expense, shall install and provide the meter loop, and the meter house or pit and appurtenances unless such expense is related to Austin's desire to change the point of delivery in which event Austin shall bear such expense. Austin shall provide and install the master meter(s) and the meter(s) shall be the property of Austin for all purposes hereunder. In the event that Rollingwood requests a change in the agreed points of delivery, Rollingwood shall bear the expense of providing and installing the meter. In the event Austin requests an addition or change in the points of delivery, Austin shall bear the expense of providing and installing the meter. Austin shall operate and maintain the master meter(s) and related equipment and appurtenances and shall calibrate the metering equipment annually and more frequently upon request by Rollingwood provided, however, that the additional cost of calibrating the metering equipment shall be directly borne by Rollingwood if requested more frequently than once every twelve (12) months. Any meter registering within AWWA (American Water Works Association) standards for that type and size of meter shall be deemed to be accurate. Unless otherwise agreed in writing, if any meter fails to

register accurately for any period, City's charge for the amount of water furnished during such period shall be determined in accordance with Austin's Utility Service Regulations as in effect on the effective date of this Agreement. Austin shall read the metering equipment at least once for each monthly billing cycle.

## **ARTICLE VI. CONSTRUCTION OF FACILITIES**

**6.01. Construction by Rollingwood.** Unless otherwise agreed in writing, Rollingwood shall be solely responsible for design, engineering, financing, construction, installation, inspection, operation, maintenance, repair and replacement of all Rollingwood capital facilities for the transmission and delivery of water within the wholesale water service area in this agreement.

**6.02. Reselling of Water.** Rollingwood shall not permit the resale of potable water provided by Austin under this agreement.

**6.03. Approval of Plans and Specifications.** All Metering Facilities shall be constructed or installed to City of Austin Standard Specifications and in accordance with plans and specifications approved by Austin, the Commission, the Texas Department of Health and any other agency having jurisdiction thereof.

All plans and specifications for Metering Facilities to be constructed by Rollingwood shall be subject to review and approval of the Director prior to commencement of construction which approval will not be unreasonably withheld or delayed. The Director will review and approve or disapprove any plans submitted under this subsection within 30 days of submittal. Upon request by the Director, Rollingwood shall timely submit all documents that are needed for the review and approval of plans and specifications. If any plans are not approved, the Director will provide written comments to Rollingwood specifying in detail the changes that will be required for approval of the plans and specifications. Rollingwood agrees not to advertise for bids until approval from the Director has been secured with respect to the plans and specifications.

If after approval of the plans and specifications for particular Metering Facilities by Austin, Rollingwood fails to enter a construction contract for those facilities within two years, Rollingwood must resubmit the plans and specifications for review and approval by the Director to assure their conformity with Austin's then current specifications, current laws, ordinances, and regulations. If such plans and specifications do not conform to the then existing standards, then, upon the request of the Director, Rollingwood agrees to revise the plans and specifications to meet Austin's standards before commencement of construction.

**6.04. Construction Responsibilities.** Unless otherwise agreed in writing, it is understood and acknowledged that Rollingwood is responsible for the design, engineering, financing, construction, inspection and ownership of all Rollingwood Water Facilities.

**6.05. Inspection by City.** Austin may, but is not obligated to, inspect all phases of the construction and installation of Metering Facility and may charge City inspection fees for the

inspections of the Metering Facility. Inspection fees for the Metering Facility shall be determined in accordance with applicable City ordinances as such ordinances may be amended from time to time. Any Metering Facility constructed by Rollingwood will be dedicated to Austin for ownership, operation, and maintenance.

**6.06. Notification of Commencement of Construction.** After all required approvals for construction of the Metering Facility are obtained but prior to commencement of construction, Rollingwood shall provide written notice to the Director of the date on which construction of the facilities is scheduled to commence to allow Austin to assign an inspector.

**6.07. As-Built or Record Drawings Upon Completion of Construction.** Following completion of construction of Rollingwood Water Facilities and the Metering Facility or any portion thereof, Rollingwood shall provide, at Rollingwood's expense, to the Director as-built drawings or record drawings of each such completed project within 30 days of Rollingwood receiving them. Rollingwood will not be required to create new as-built or record drawings for water and metering facilities that were constructed prior to the effective date of this Agreement but may be required to provide other existing records or information concerning the construction of those facilities.

**6.08. Required Rights-of-Way.** Rollingwood shall be responsible for obtaining any easements or rights-of-way necessary for the construction of the Metering Facility or for construction of Austin Water Facilities within the wholesale water service area in this agreement. Austin shall be responsible for obtaining any easements or rights-of-way necessary for the construction of Austin Water Facilities outside of the wholesale water service area in this agreement. The form and content of easements for any Metering Facility to be dedicated to Austin under this Agreement shall be subject to review and approval by the Director and the City Attorney of Austin or his designee before final acceptance of such facilities by Austin, which approval will not be unreasonably withheld or delayed.

**6.09. Right of Entry.** During the term of this Agreement, Austin shall have the right of entry and access at all times to facilities comprising or connected to Rollingwood's Water System for any purpose related to providing wholesale water service hereunder or activities preparatory or incident hereto, to inspect Rollingwood Water System and the Metering Facility, to investigate the source of operational or maintenance problems or for preventative purposes intended to detect, minimize or avert operational or maintenance problems.

**6.10. Operation and Maintenance.** Austin shall be responsible for operation and maintenance of all Austin Water System and the Metering Facility constructed for the purpose of transporting water to Rollingwood or its customers. Unless otherwise agreed in writing, Rollingwood shall be responsible and totally liable for operation, maintenance, and leakage of water of all Rollingwood Water Facilities constructed for transportation and delivery of water to its retail customers whether within or outside Rollingwood from the City's master meters.

**6.11. Option to Participate in Oversizing.** Notwithstanding the foregoing, Rollingwood shall provide Austin with at least three (3) months notice of Rollingwood's intent to construct or expand its Rollingwood Water Facilities and, within such period, Austin shall have the option to request the oversizing of same for the benefit of other customers of Austin's regional water system.

**6.12. Oversizing Costs.** In the event that Austin elects to request and Rollingwood agrees to proceed with the requested oversizing of Rollingwood Water Facilities, Austin and Rollingwood shall, by separate written agreement approved by the respective governing bodies of each party and executed prior to the expenditure of funds therefore, provide for the design, construction, inspection, operation and maintenance, ownership and use of such oversized capital facilities in addition to such other and further matters appertaining thereto as may be of mutual interest. In no event shall Austin's right to ownership and use of the oversized facilities be less than the oversized capacity for which Austin is providing funding as determined by the Director.

## **ARTICLE VII. SERVICE AREA AND LIMITATIONS ON SERVICE**

**7.01. Limitation of Service Area.** Rollingwood acknowledges that, as the provider of water service to other properties in this region, Austin must retain the ability to plan, fund and operate Austin Water Facilities needed to serve not only Rollingwood but all other customers of Austin's water system and that the expansion of customer service areas by any customer without the consent of Austin detrimentally affects the capability of Austin to plan, fund and operate its Water System for the benefit of all Austin water customers. Accordingly, the parties agree to the following:

(a) This agreement is for a specific level of wholesale water service for the wholesale service area. Rollingwood may not provide service outside the wholesale water service area without the prior approval of the Austin City Council .

(b) Austin's City Council reserves the right to deny for any reason any or all requests by Rollingwood to expand the level of the wholesale water service under this Agreement or to serve outside the wholesale water service area .

(c) If Rollingwood authorizes and provides water service outside the wholesale water service area, without the approval of Austin, as reflected by an amendment to the 2000 Agreement duly approved by the governing bodies of Austin and Rollingwood, Austin may terminate this agreement, or require Rollingwood to terminate service to the land outside the wholesale water service area.

(d) Rollingwood may not connect any customer that Rollingwood knows provides water service directly or indirectly to another person or entity outside the wholesale water service area. Rollingwood will immediately terminate the service of any such customer once it discovers any such connection.

**7.02. Consideration for Wholesale Water Service.** Rollingwood acknowledges that Austin has entered into this agreement based in part on Rollingwood's agreement to limit its water service to the wholesale water service area in this agreement, limit its monthly average volume of water usage to 1.0 MGD, and adopt and enforce ordinances and a water conservation program that meet or exceed the requirements of Austin and the TNRCC.

**7.03. No Delegation of Governmental Authority.** The limitations stated herein shall not be construed as a delegation by Rollingwood to Austin of any governmental authority or power but rather shall be construed as a contractual requirement for consent by Austin to the enlargement of Austin's required performance hereunder and a condition precedent to further performance by Austin hereunder.

**7.04. Requests for Service Outside Rollingwood.** With respect to all land for which service outside Rollingwood and its extraterritorial jurisdiction is formally requested, Rollingwood shall require the petitioner to submit a land use plan covering the land for which service outside Rollingwood and its extraterritorial jurisdiction is requested together with a statement of the engineering requirements for such property at the time of such petition for approval. Rollingwood covenants and agrees to forward to the Director of Austin's Water and Wastewater Utility a true copy of any written or other formal request for service outside of Rollingwood and its extraterritorial jurisdiction within ten (10) business days of receipt thereof by Rollingwood. Upon the receipt thereof, Austin will promptly initiate all reviews thereof required by applicable Austin ordinances, as amended from time to time. Requests for approval of service outside of Rollingwood shall be subject to review and approval by the Austin City Council, Director of Planning and Development, and the Director of Austin's Water and Wastewater Utility.

**7.05 Reciprocal Service Covenant.** Austin and Rollingwood agree that, upon the request of the other, temporary water service will be provided to retail customers along or adjacent to the corporate limits of the requesting entity until the requesting entity is able to construct its lines and mains necessary to service such customers provided that:

- (a) the non-requesting entity has lines and mains within a reasonable distance and is capable of providing such retail service;
- (b) the non-requesting entity agrees to provide such retail service on a temporary basis;
- (c) provision of such retail service will not result in a need for substantial construction or diminution in retail service to its own customers; and
- (d) the non-requesting entity providing temporary retail service may place such limitations on the level and geographic scope of such temporary retail service as is deemed in the best interest of such non-requesting entity;
- (e) the customer receiving such retail service agrees to accept the same from the non-requesting entity and pay applicable fees, costs and charges necessary to extend such temporary retail service;
- (f) provision of such temporary retail service does not violate applicable law, the provisions of any agreement respecting the provision of utility service to the area or the provisions of any certificate of convenience and public necessity (CCN) respecting utility service area boundaries.

## **ARTICLE VIII. TERM AND RENEWALS**

**8.01. Term of Agreement.** This Agreement shall be effective from the date of due execution by the authorized representatives of Austin and Rollingwood and shall continue in effect for a period of thirty (30) years unless earlier terminated in accordance with the provisions hereof.

**8.02. Termination.** Without prejudice to any provision hereof setting forth terms for automatic expiration, this Agreement may be terminated by Austin in the event of default of any of the provisions in this agreement by Rollingwood by giving thirty six (36) months written notice to Rollingwood. In the event that Austin elects to terminate this Agreement by giving thirty six (36) months written notice, Rollingwood shall exercise reasonable diligence to timely secure an alternative supply of potable water prior to the effective date of such termination. In the event of termination hereunder for any reason, Austin shall not be responsible for any costs and expenses of Rollingwood related, directly or indirectly, to securing alternative water service to Rollingwood.

**8.03. Default.** In the event that one party believes that the other party is in default of any of the provisions in this agreement, the non-defaulting party will make written demand to cure to the defaulting party and give the defaulting party up to 90 days to cure the default or, if the curative action cannot reasonably be completed within 90 days, the defaulting party will commence the curative action within 90 days and thereafter diligently pursue the curative action to completion. This period must pass before the non-defaulting party may initiate any remedies available to the non-defaulting party due to such default. The non-defaulting party shall mitigate direct or consequential damages arising from any default to the extent reasonably possible under the circumstances. The parties agree that they will use their best efforts to resolve any disputes and may engage in non-binding arbitration or other alternative dispute resolution methods as recommended by the laws of the State of Texas before initiating any lawsuit to enforce their rights under this agreement. Nothing in this agreement shall be construed to limit either parties' right to recover damages or to seek other appropriate curative remedies if a breach of contract action is filed by a non-defaulting party to this agreement.

**8.04. Changes in Law Affecting the Rights of Other Party.** Austin may terminate this Agreement on thirty (30) days written notice to Rollingwood if, during the tenure of this Agreement, Rollingwood directly sponsors, requests, lobbies for, or secures the adoption of state or federal legislation that is primarily designed to impair, undermine, restrict, eliminate, or otherwise adversely affect the rights of Austin under this Agreement. Rollingwood may terminate this Agreement on thirty (30) days written notice to Austin if, during the tenure of this Agreement, Austin directly sponsors, requests, lobbies for, or secures the adoption of state or federal legislation that is primarily designed to impair, undermine, restrict, eliminate, or otherwise adversely affect the rights of Rollingwood under this Agreement.

Notwithstanding the above, the tender of comments or analyses with regard to proposed legislation or rules of a government agency affecting this Agreement shall not give rise to an ability to terminate this Agreement pursuant to this Section.

In the event that Rollingwood secures adoption of legislation modifying or declaring this Section unlawful for any reason, this Agreement will terminate and expire automatically on the day prior to the effective date of such legislation.

**8.05. Renewal.** This Agreement may be renewed or extended by mutual agreement of the parties in writing for such additional periods as may be approved by the governing bodies of Rollingwood and Austin. No continuation of water service obligation is expressed or implied by Austin to Rollingwood beyond the term of this agreement.

## **ARTICLE IX. PERFORMANCE AND FORCE MAJEURE**

**9.01. Effect of Force Majeure.** In the event that either party is rendered unable by force majeure to carry out any of its obligations under this Agreement, whether in whole or in part, then the obligations of that party, to the extent affected by the force majeure, shall be suspended during the continuance of the inability provided, however, that due diligence is exercised to resume performance at the earliest practicable time. As soon as reasonably possible after the occurrence of the force majeure relied upon to suspend performance, the party whose contractual obligations are affected thereby shall give notice and full particulars of the force majeure to the other party. The cause, as far as possible, shall be remedied with all reasonable diligence. The term "force majeure" includes acts of God, strikes, lockouts or other industrial disturbances, criminal conduct or sabotage, acts of the public enemy, orders of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraints of government and civil disturbances, explosions, breakage, or accidents to equipment, pipelines, or canals, partial or complete failure of water supply, and any other inability of either party, whether similar to those enumerated or otherwise, that are not within the control of the party claiming their ability and that could not have been avoided by the exercise of due diligence. It is understood and agreed that the settlement of strikes, lockouts and other industrial or labor disturbances shall be entirely within the discretion of the party having the difficulty and that the requirement that any force majeure be remedied with all reasonable dispatch shall not require the settlement of strikes, lockouts or other industrial or labor disturbances by acceding to the demands of the opposing party if the settlement is unfavorable to it in the judgment of the party having the difficulty. Force majeure shall relieve Austin from liability to Rollingwood or any water customer of Rollingwood for failure to provide water service due to an inability covered by this Article. Force majeure shall not relieve Rollingwood of its obligation to make payment to Austin for water service rendered as provided in this Agreement.

## **ARTICLE X. GENERAL PROVISIONS**

**10.01. Notices.** Any notice required or permitted to be delivered under this Agreement shall be forwarded via hand-delivery or the United States Postal Service, postage prepaid, to the addresses shown below:



City of Austin  
P.O. Box 1088  
Austin, Texas 78767-8828  
Attn: Director  
Water and Wastewater Utility

City of Rollingwood  
403 Nixon Drive  
Rollingwood, Texas 78746  
Attn: Mayor

Each party shall forward to the other within twenty four (24) hours of the filing thereof in the Commission or other court or agency of competent jurisdiction a true copy of any petition, application or other instrument affecting this Agreement, whether directly or indirectly.

**10.02. Address Change Procedure.** The addresses of the parties shall, until changed as hereinafter provided, be as shown above. The parties shall have the right at any time to change their respective addresses by giving written notice of same to the other party.

**10.03. Interlocal Cooperation.** Austin and Rollingwood shall cooperate with each other at all times so as to promote the efficient performance of the utility services provided to Rollingwood hereunder. Austin and Rollingwood agree to use a third-party mediation service for any unresolved disputes prior to seeking legal remedies through lawsuits or court actions. This requirement does not preclude the actions available to both parties specifically identified in this contract.

**10.04. Provision of Data, Documents.** Rollingwood agrees to timely provide to Austin at Rollingwood's expense all requested data, records, plans and specifications, computer tapes, or other documents or information necessary or incidental to the provision of potable water service to Rollingwood under this agreement. Austin agrees to timely provide to Rollingwood at Austin's expense all requested data, records, plans and specifications, computer tapes, or other documents or information necessary or incidental to the provision of potable water service to Rollingwood.

**10.05. Provision of Further Documents.** Rollingwood and Austin shall execute and deliver such other and further requested legal documents or instruments and perform such other and further acts as are reasonably necessary to effectuate the purposes and intent of this Agreement.

**10.06. Severability.** The provisions of this Agreement are severable, and if any word, phrase, clause, sentence, paragraph, section, or other part of this Agreement or the application thereof to any person or circumstances shall ever be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such word, phrase, clause, sentence, paragraph, section, or other part of this Agreement to other persons or circumstances shall not be affected thereby and this Agreement shall be construed as if such invalid or unconstitutional portion had never been contained herein.

**10.07. Entire Agreement.** This Agreement, including any exhibits attached hereto and made a part hereof by reference for all purposes, constitutes the entire agreement between the parties relative to the subject matter of this Agreement and supersedes all prior or contemporaneous agreements, representations, covenants or warranties, whether oral or in writing, respecting the subject matter hereof.

**10.08. Previous Contract.** This agreement by the parties supercedes that certain agreement entitled Water Contract, "1968 Water Contract", pursuant to which Austin provided a potable water supply to Rollingwood for its distribution system. Upon the execution of this agreement, the 1968 Water Contract and any and all other previous water service contracts between Austin and Rollingwood, shall be null, void and of no further legal force and effect.

**10.09. Compliance with Rules.** Rollingwood agrees to file a copy of this agreement with the Executive Director of the Texas Natural Resource Conservation Commission, P.O. Box 13087, Capitol Station, Austin, Texas 78711, it being fully recognized by the parties hereunder that the effectiveness of this contract is dependent upon and subject to compliance with all valid rules, regulations, and applicable laws of the United States of America, the State of Texas, Austin, Rollingwood, or any other governmental body or agency having lawful jurisdiction or any authorized representative or agency of any of them.

**10.10. Water Line Breaks.** Rollingwood shall notify Austin of any water line breaks inside the wholesale water service area in this agreement. Rollingwood is responsible for timely providing any required notice to Federal, State, and / or local government officials regarding water line breaks.

**10.11. Liability.** Rollingwood agrees to hold Austin harmless from any and all liability or claims or demands whatsoever for personal injury, property damage, damages to Rollingwood's Water System, or other loss, penalty, or expense arising directly or indirectly from the provision of water service under this agreement, to which Austin may be subjected to by reason of any injury to any person or damage to any property resulting or in any way connected with any and all actions and activities (or failure to act) of Rollingwood under this Agreement. Austin agrees to hold Rollingwood harmless from any and all liability or claims or demands whatsoever for personal injury, property damage, damages to Austin's Water System, or other loss, penalty, or expense arising directly or indirectly from the provision of water service under this agreement, to which Rollingwood may be subjected to by reason of any injury to any person or damage to any property resulting or in any way connected with any and all actions and activities (or failure to act) of Austin under this Agreement. Nothing in this section shall be construed to limit either parties' right to recover damages or to seek other appropriate curative remedies if a breach of contract action is filed by a non-defaulting party to this agreement.

**10.12. Amendment.** No amendment of this Agreement shall be effective unless and until it is duly approved by the governing bodies of each party and reduced to a writing signed by the authorized representatives of Austin and Rollingwood.

**10.13. Independent Contractor.** Austin shall have the status of an independent contractor hereunder and shall be solely responsible for the proper direction of its employees hereunder and Austin's employees shall not be considered employees or borrowed servants of Rollingwood for any reason.

**10.14. No Third Party Beneficiary.** This Agreement shall be construed as an interlocal contract respecting the performance of governmental services and nothing herein shall be construed to confer any right, privilege or benefit on any person or entity not a party hereto or otherwise creates any vested right or third party beneficiary relationship.

**10.15. Governing Law.** This Agreement shall be construed under the laws of the State of Texas and all obligations of the parties are deemed performable in Travis County, Texas.

**10.16. Venue.** Venue for any suit arising under this Agreement shall be in Travis County.

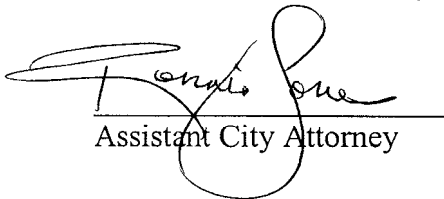
**10.17. Assignment.** Neither party may assign its rights and obligations hereunder without the prior written consent of the other.

**10.18. Duplicate Originals.** This Agreement may be executed in duplicate originals each of equal dignity.

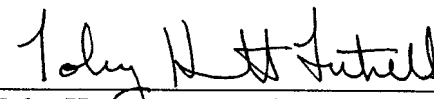
**10.19. Effective Date.** This Agreement shall become effective on the date of execution by the authorized representatives of Austin and Rollingwood.

**IN WITNESS WHEREOF,** the authorized representatives of Austin and Rollingwood have executed this Agreement as of the date(s) set forth below.

**APPROVED AS TO FORM:**

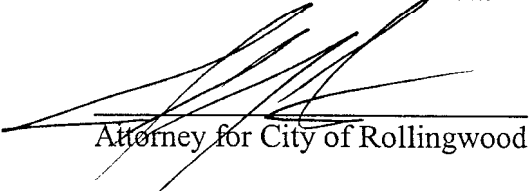
  
Assistant City Attorney

**CITY OF AUSTIN:**

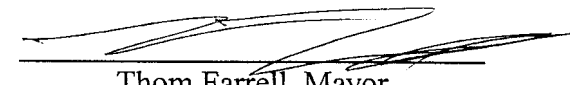
By:   
Toby Harnett Futrell  
Assistant City Manager

Date: 2/3/00

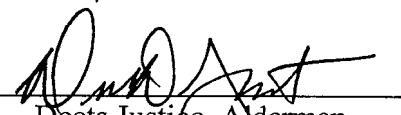
**APPROVED AS TO FORM:**

  
Attorney for City of Rollingwood

**CITY OF ROLLINGWOOD:**

By:   
Thom Farrell, Mayor  
City of Rollingwood

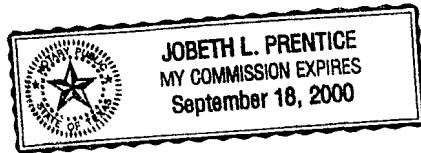
Date: 1/31/2000

By:   
Deets Justice, Alderman  
City of Rollingwood

Date: 1/31/2000

THE STATE OF TEXAS    )  
                                       )  
 COUNTY OF TRAVIS        )

**THIS INSTRUMENT** is acknowledged before me on this 3<sup>rd</sup> day of February, 2000, by Toby Hammett Futrell, Assistant City Manager of Austin, Texas, a municipal corporation, on behalf of said municipal corporation.



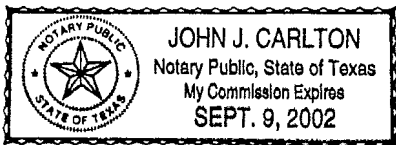
*Jobeth L. Prentice*  
 Notary Public, State of Texas

Printed/Typed Name of Notary

My Commission Expires: \_\_\_\_\_

THE STATE OF TEXAS    )  
                                       )  
 COUNTY OF TRAVIS        )

**THIS INSTRUMENT** was acknowledged before me on this 31<sup>st</sup> day of January, 2000 by Thom Farrell, Mayor of the City of Rollingwood, a municipal corporation, on behalf of said municipal corporation.



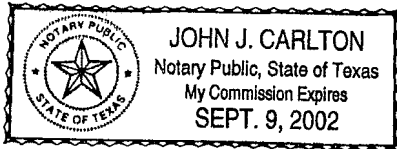
*[Signature]*  
 Notary Public, State of Texas

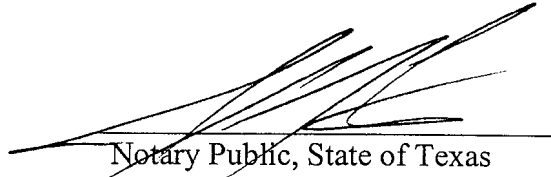
Printed/Typed Name of Notary

My Commission Expires: \_\_\_\_\_

THE STATE OF TEXAS   )  
  )  
COUNTY OF TRAVIS    )

**THIS INSTRUMENT** was acknowledged before me on this 31<sup>st</sup> day of January, 2000 by Deets Justice, Alderman of the City of Rollingwood, a municipal corporation, on behalf of said municipal corporation.



  
\_\_\_\_\_  
Notary Public, State of Texas

\_\_\_\_\_  
Printed/Typed Name of Notary

My Commission Expires: \_\_\_\_\_

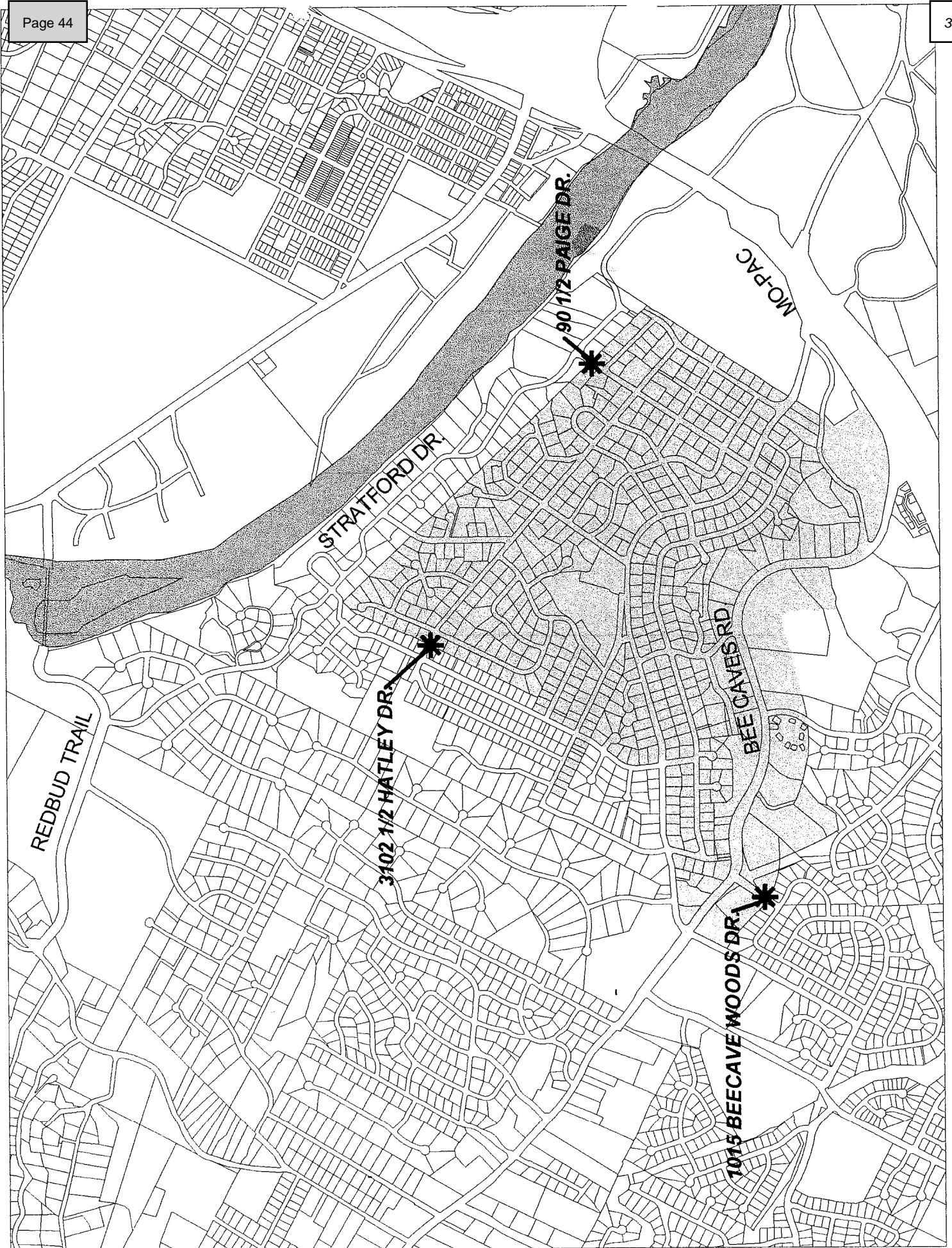


EXHIBIT A

## ***Appendix B: 2000 Water Agreement First Amendment***



**FIRST AMENDMENT TO AGREEMENT FOR WHOLESALE  
WATER SERVICE BETWEEN THE CITY OF AUSTIN AND THE CITY OF  
ROLLINGWOOD**

THE STATE OF TEXAS     §

COUNTY OF TRAVIS     §

This First Amendment to 2000 Agreement for Wholesale Water Service Between the City of Austin and the City of Rollingwood ("First Amendment") is entered into between the City of Austin, a Texas home rule municipality ("Austin") and the City of Rollingwood, a Texas general law municipality ("Rollingwood"), collectively "Parties," to modify certain rights and responsibilities of the Parties under a previous agreement for wholesale wastewater service.

**RECITALS**

A. Austin and Rollingwood previously entered into a 2000 Agreement for Wholesale Water Service Between the City of Austin, Texas and the City of Rollingwood, Texas ("2000 Water Contract") dated effective February 3, 2000, that is currently in full force and effect, setting forth certain terms and conditions under which Austin agreed to provide water service, on a wholesale basis, to Rollingwood for its distribution system serving retail connections within Rollingwood's corporate boundaries and extraterritorial jurisdiction.

B. Rollingwood and Austin now mutually desire to modify certain rights and responsibilities of the Parties under the 2000 Water Contract as hereinafter set forth;

**AGREEMENT**

**NOW, THEREFORE,** for good and valuable consideration, including the mutual agreements, covenants and conditions set forth in this First Amendment to the 2000 Water Contract, Austin and Rollingwood agree as follows:

1. A new section 2.09 is hereby incorporated into the 2000 Water Contract to read as follows:

**2.09 Provision by Rollingwood of Source for Raw Water.** After the expiration of four (4) years following the Effective Date of this First Amendment, Austin will reexamine its raw water supply and need for additional raw water and, at the option of the Director upon at least twelve (12) months written notice to Rollingwood ("Austin Notice Period"), may require Rollingwood to provide its own source of raw water for Austin to treat and transport to Rollingwood in lieu of and substitution for using Austin's own water rights or contract supply of raw water to treat and provide Water to Rollingwood pursuant to this Agreement.

After the expiration of four (4) years following the Effective Date of this First Amendment, Rollingwood may provide at least twelve (12) months written notice ("Rollingwood Notice Period") to the Director that Rollingwood desires to provide its own source of raw water for Austin to treat and transport to

Rollingwood in lieu of and substitution for Austin using its own water rights or contract supply of water to meet its obligations under this Agreement.

The alternative source of raw water to be obtained by Rollingwood must be surface water from the lower Colorado River located in Travis County, Texas, be accessible to Austin at a point or points of diversion reasonably approved by the Director and, if necessary, the Lower Colorado River Authority, to allow Austin to employ its existing raw water intake facilities for withdrawal of Rollingwood's raw water from the Colorado River without additional expense to Austin. Since Austin will be withdrawing raw water from the Colorado River on behalf of Rollingwood, terms and conditions relating to such raw water supply will be subject to review and approval by the Director in advance of the execution of any agreement between Rollingwood and any third party providing for the extraction of raw water from the Colorado River for the benefit of Rollingwood. The approval by the Director of such request from Rollingwood will not be unreasonably delayed or withheld.

If Rollingwood has not secured an alternative source of raw water on terms reasonably acceptable to Rollingwood and the Director prior to expiration of the Austin Notice Period or Rollingwood Notice Period, as applicable, Austin may terminate this Agreement upon thirty (30) days advance written notice to Rollingwood, whereupon this Agreement will automatically terminate and expire upon the expiration of such thirty (30) day period without further notice and will thereafter be of no further force or effect. In the event of termination of this Agreement pursuant to this Section 2.09, Rollingwood will be solely responsible for all costs associated with securing an alternative source of Water for the Wholesale Water Service Area. If Rollingwood has commenced and is proceeding in reasonable good faith to complete contractual negotiations to secure an alternative source of raw water within the Austin Notice Period or Rollingwood Notice Period, as applicable, but cannot reasonably complete such contractual agreement prior to the expiration of the applicable notice period, and, prior to the expiration of such notice period, Rollingwood makes written request for an extension of the time to obtain an alternative raw water source, as applicable, the Director agrees to extend the Austin Notice Period or Rollingwood Notice Period, as applicable, for a reasonable period, not to exceed one hundred eighty (180) days.

In the event that (a) Rollingwood notifies Austin of its decision to provide its source of raw water for treatment and transportation pursuant to this Agreement and the City approves such request, or (ii) Austin requires Rollingwood to provide its own source of raw water for treatment and transportation by Austin pursuant to this Agreement, Austin will begin using the raw water supplied by or on behalf of Rollingwood in the fiscal year next succeeding the approval by the Director of Rollingwood's arrangements for such alternative raw water supply. In such an event, and prior to the commencement of such succeeding fiscal year, Austin agrees to recompute the then wholesale water rate for the provision of Water to Rollingwood in order to delete Austin's cost of raw water allocable to Rollingwood from the wholesale water rate applicable to Rollingwood.

2. **Defined Terms.** All terms delineated with initial capital letters in this First Amendment that are defined in the 2000 Water Contract have the same meanings in this First Amendment as in the 2000 Water Contract. Other terms have the meanings commonly ascribed to them.

3. **Effect of First Amendment.** Except as specifically provided in this First Amendment, the terms of the 2000 Water Contract continue to govern the rights and obligations of the parties, and all terms of the 2000 Water Contract, as modified by this First Amendment, remain in full force and effect. The 2000 Water Contract is incorporated herein by reference for all purposes. The Parties recognize that this First Amendment is a legally binding document and is enforceable under the laws of the State of Texas. In the event a dispute arises over the meaning or performance of this Agreement, the Parties agree that venue for any lawsuits shall be in Travis County, Texas. The prevailing Party in such a dispute shall be entitled to costs and attorney's fees, in addition to any damages or specific performance.

4. **Multiple Originals.** This First Amendment may be executed in multiple counterparts, each of which will constitute an original.

5. **Effective Date.** This First Amendment will be effective on the date the last party signs.

**IN WITNESS WHEREOF**, the authorized representatives of Austin and Rollingwood have executed this First Amendment, as authorized by the City Councils of Austin and Rollingwood, on the date(s) indicated below.

**CITY OF AUSTIN**

ok  
jmv

By: \_\_\_\_\_

Jose E. Canales

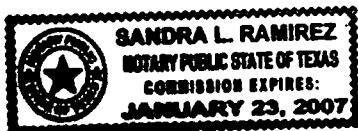
Deputy City Manager

Date: 11-29-04

THE STATE OF TEXAS §

COUNTY OF TRAVIS §

**THIS INSTRUMENT** was acknowledged before me on this 29 day of November, 2004, by Jose E. Canales as Deputy City Manager of the City of Austin, Texas, a municipal corporation, on behalf of said municipal corporation.



\_\_\_\_\_  
Notary Public, State of Texas

## CITY OF ROLLINGWOOD

By: 

Name: Hollis Jefferies

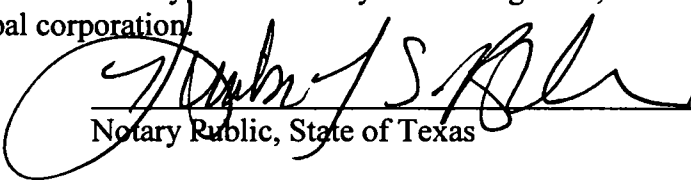
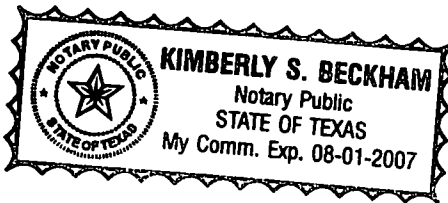
Title: Mayor

Date: 11/17/04

THE STATE OF TEXAS §

COUNTY OF TRAVIS §

November **THIS INSTRUMENT** was acknowledged before me on this 17<sup>th</sup> day of November 2004, by Hollis Jefferies as Mayor of the City of Rollingwood, a municipal corporation, on behalf of said municipal corporation.

  
Notary Public, State of Texas

## ***Appendix C: Project Summary Sheets***



**CITY OF ROLLINGWOOD  
WATER CAPITAL IMPROVEMENTS PLAN  
COST SUMMARY**

**Table 1: Project Ranking and Cost Summary**

<b>Project ID</b>	<b>Project Name</b>	<b>Cost</b>	<b>Rank*</b>
A	Vance & Vale St Water Improvements	\$ 887,000	1
B	Inwood Cov Interconnect	\$ 105,000	2
C	Hatley/Almarion Pressure Plane Adjustment	\$ 50,000	3
D	Pickwick Ln Fire Flow Improvements	\$ 133,000	4
E	Bettis Blvd Fire Flow Improvements	\$ 855,000	5
F	Park Hill Dr Fire Flow Improvements	\$ 189,000	6
G	Laura Ln Fire Flow Improvements	\$ 279,000	7
H	Gentry Dr Fire Flow Improvements	\$ 779,000	8
I	Cul-De-Sac Fire Flow Improvements	\$ 232,000	9
J	Abandonment Projects	\$ 1,751,000	10
K	Town Centre PRV	\$ 964,000	11
<b>SUM</b>		<b>\$ 6,224,000</b>	

# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** A  
**Project Name:** Vance & Vale St Water Improvements

## Problem Description

History of repeated main breaks on older 4" waterline. During most recent repair, the City found that this line is improperly bedded with insufficient cover above the pipe, and the PVC material does not meet industry standards for a water main.

## Proposed Improvements

Upsizing undersized 4-inch pipe to typical 8-inch PVC. Additionally, abandoning the backyard easement 2-inch pipeline.

### CIP Ranking

1 out of 11

### Project Costs

Engineering & Survey: \$ 116,000  
Construction: \$ 771,000  
Other:

**Total: \$ 887,000**

Conceptual Cost Range: \$750k - \$1M  
Estimated Construction Duration: 6 Months

## Assumptions

-It is assumed that the existing backyard 2-inch pipeline is active and has not been previously abandoned.

## Project Map



# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** B  
**Project Name:** Inwood Cov Interconnect

## Project Map



## Problem Description

The existing system model results show fire flow concerns throughout the extents of Riley Rd.

## Proposed Improvements

Connecting the Existing 8-inch water main within Rollingwood Dr to the existing 6-inch water main within Inwood Rd to provide a better connected and looped system, thus reducing headlosses during fire flow events.

### CIP Ranking

2 out of 11

### Project Costs

Engineering & Survey: \$ 14,000  
Construction: \$ 91,000  
Other:

**Total: \$ 105,000**

Conceptual Cost Range: \$100k - \$150k  
Estimated Construction Duration: 2 Months



## Assumptions

# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** C  
**Project Name:** Hatley/Almarion Pressure Plane Adjustment

## Project Map



## Problem Description

The water model results indicated low pressures along Hatley between Inwood Circle and Wallis Dr.

## Proposed Improvements

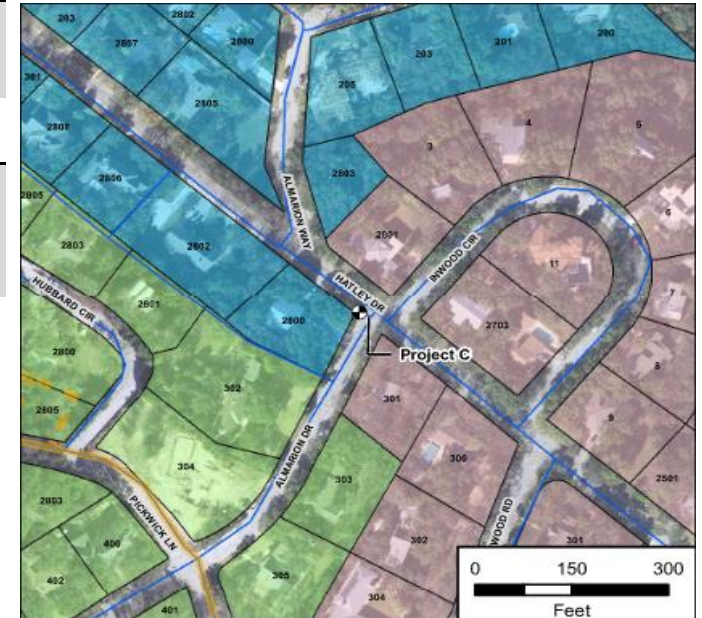
To eliminate the low pressure areas, the existing PRV located at Hatley and Almarion that is out of service will be repurposed to create a third pressure plane for the Rockway neighborhood. The valve located between Ashworth Dr and Wallis Dr will be closed and the new 720' pressure plane will solely be fed from the PRV. A check valve will be installed on the PRV bypass line, allowing flow from the existing low pressure plane to feed the 720' plane during emergencies.

### CIP Ranking

3 out of 11

### Project Costs

Engineering & Survey:	\$	7,000
Construction:	\$	43,000
Other:		
<b>Total:</b>	<b>\$</b>	<b>50,000</b>
Conceptual Cost Range:		< \$100k
Estimated Construction Duration:		1 Month



## Assumptions



# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** D  
**Project Name:** Pickwick Ln Fire Flow Improvements

## Project Map



## Problem Description

The existing water system model results show that from Pickwick Ln from Wallis Dr to Riley Rd there is not enough flow to satisfy fire flow constraints.

## Proposed Improvements

Install 8-inch PVC pipe from Riley Rd to the existing 6-inch PVC at Hubbard Circle. This will include new pipe between Almarion Dr and Inwood Rd. During construction, the backyard easement water mains will be abandoned and the services relocated to water mains located within the roadways,

## CIP Ranking

4 out of 11

## Project Costs

Engineering & Survey:	\$ 112,000
Construction:	\$ 743,000
Other:	
<b>Total:</b>	<b>\$ 855,000</b>
Conceptual Cost Range:	\$750k - \$1M
Estimated Construction Duration:	12 Months



## Assumptions

- It is assumed that the City wishes to abandon the backyard easement water mains.



# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** E  
**Project Name:** Bettis Blvd Fire Flow Improvements

## Project Map



## Problem Description

There is not enough flow at the pressure plane boundary due to the 4-inch pipe between Hatley and Bettis Blvd.

## Proposed Improvements

The proposed installation of 8-inch PVC along Bettis Blvd between Riley Rd and Farley Tr will provide a better connected and looped water system. This will provide additional flow for fire flow events throughout the lower pressure plane system.

## CIP Ranking

5 out of 11

## Project Costs

Engineering & Survey:	\$ 25,000
Construction:	\$ 164,000
Other:	
<b>Total:</b>	<b>\$ 189,000</b>
Conceptual Cost Range:	\$150k - \$200k
Estimated Construction Duration:	6 Months



## Assumptions

# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** F  
**Project Name:** Park Hill Dr Fire Flow Improvements

**Project Map**



## Problem Description

The model results show a significant lack of fire flow coverage for the northern neighborhood of the City.

## Proposed Improvements

Upsizing the existing 6-inch within Park Hill to a 12-inch PVC water main will provide the additional fire flow needs for the area. This project must be completed before the Laura Ln upgrades, otherwise sufficient fire flow will not be provided.

### CIP Ranking

6 out of 11

### Project Costs

Engineering & Survey: \$ 37,000  
Construction: \$ 242,000  
Other:

**Total: \$ 279,000**

Conceptual Cost Range: \$250k - \$500k  
Estimated Construction Duration: 6 Months



## Assumptions

- This project is completed prior to the Laura Ln upsizing.

# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** G  
**Project Name:** Laura Ln Fire Flow Improvements

## Project Map



## Problem Description

The model results showed that the entire northern neighborhood of the City lacks sufficient flow to satisfy fire flow constraints. The Laura Ln neighborhood is within the area of concern.

## Proposed Improvements

Upsizing the existing 6-inch within Laura Ln to a 12-inch PVC water main will provide the additional fire flow needs for the area. This project must be completed after the Park Hill Dr upgrades, otherwise sufficient fire flow will not be provided.

## CIP Ranking

7

out of

11

## Project Costs

Engineering & Survey:	\$ 102,000
Construction:	\$ 677,000
Other:	
<b>Total:</b>	<b>\$ 779,000</b>
Conceptual Cost Range:	\$750k - \$1M
Estimated Construction Duration:	6 Months



## Assumptions

- It is assumed that the Park Hill Dr fire flow improvements are completed prior to this project.



# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** H  
**Project Name:** Gentry Dr Fire Flow Improvements

**Project Map**



## Problem Description

The water model results show that the fire hydrant located at Gentry Dr and Brady Ln does not receive enough flow to satisfy a fire flow event.

## Proposed Improvements

Upsizing the existing 6-inch line with an 8-inch PVC line from Ridgewood Dr to the end of the Rollingwood water system will provide enough flow for the existing fire hydrant.

### CIP Ranking

8 out of 11

### Project Costs

Engineering & Survey:	\$	31,000
Construction:	\$	201,000
Other:		
<b>Total:</b>	<b>\$</b>	<b>232,000</b>
Conceptual Cost Range:	\$200k - \$250k	
Estimated Construction Duration:	6 Months	



## Assumptions

# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** I  
**Project Name:** Cul-De-Sac Fire Flow Improvements

## Problem Description

The small diameter pipes located within the cul-de-sacs throughout the City of Rollingwood are not large enough to provide enough flow to accommodate a fire event.

## Proposed Improvements

Each of the cul-de-sac lines that do not meet the fire flow constraints will be upsized to an 8-inch PVC water main. This will be sufficient to provide fire flow to the areas on the cul-de-sac. Those cul-de-sacs are: Westgate Cir, Ewing Cir, Ewing Cir Easement, S, Crest Dr, Inwood Cove, Timberline Ridge, Jeffrey Cov, Pleasant Cov, Michele Cir, Kristy Dr and Brett Cir.

### CIP Ranking

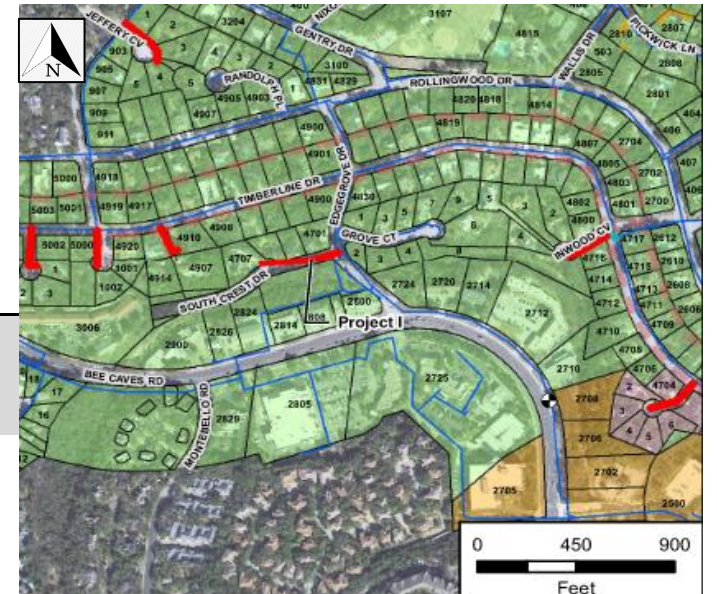
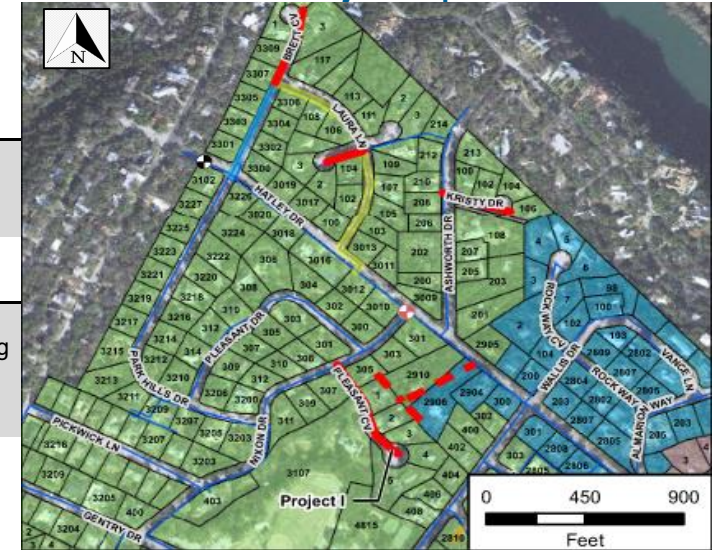
9 out of 11

### Project Costs

Engineering & Survey:	\$ 229,000
Construction:	\$ 1,522,000
Other:	
<b>Total:</b>	<b>\$ 1,751,000</b>
Conceptual Cost Range:	\$1.5M - \$2M
Estimated Construction Duration:	18 months

## Assumptions

**Project Map**





# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** J  
**Project Name:** Abandonment Projects

## Project Map & Photo

### Problem Description

The current existing water system utilizes a 6-inch water main located in a backyard easement between Timberline Rd and Rollingwood Dr. Additionally, there is an existing 4-inch water main located within Timberline Dr that is not necessary. The City has expressed a desire to abandon these lines and relocate the existing services.

### Proposed Improvements

Abandon approximately 10,000 linear feet of existing water main and relocate existing services that are currently fed from the mains to existing water mains located within the roadways.

### CIP Ranking

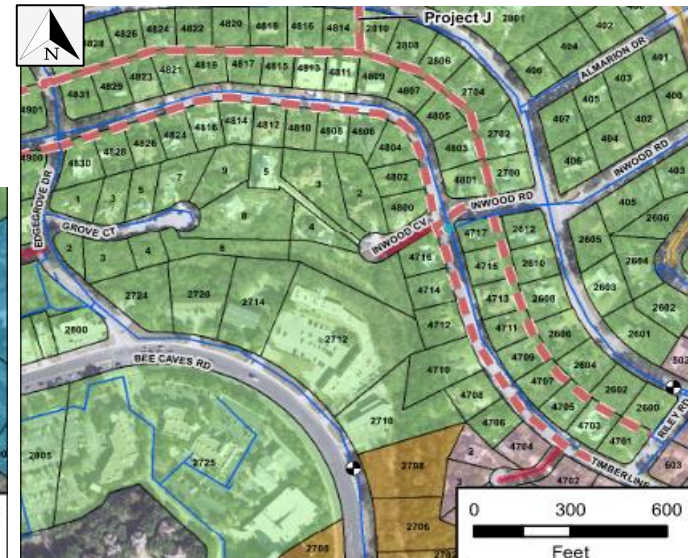
10 out of 11

### Project Costs

Engineering & Survey:	\$ 126,000
Construction:	\$ 838,000
Other:	
<b>Total:</b>	<b>\$ 964,000</b>
Conceptual Cost Range:	\$750k - \$1M
Estimated Construction Duration:	18 months

### Assumptions

- It is assumed that the City wishes to move forward with this project. This project is not required for functionality of the water system as a whole, but for operational ease.



# CITY OF ROLLINGWOOD WATER IMPROVEMENTS PLAN COST SUMMARY

**Project ID:** K  
**Project Name:** Town Centre PRV

## Project Map



## Problem Description

The water model results indicated high pressures at the Town Centre.

## Proposed Improvements

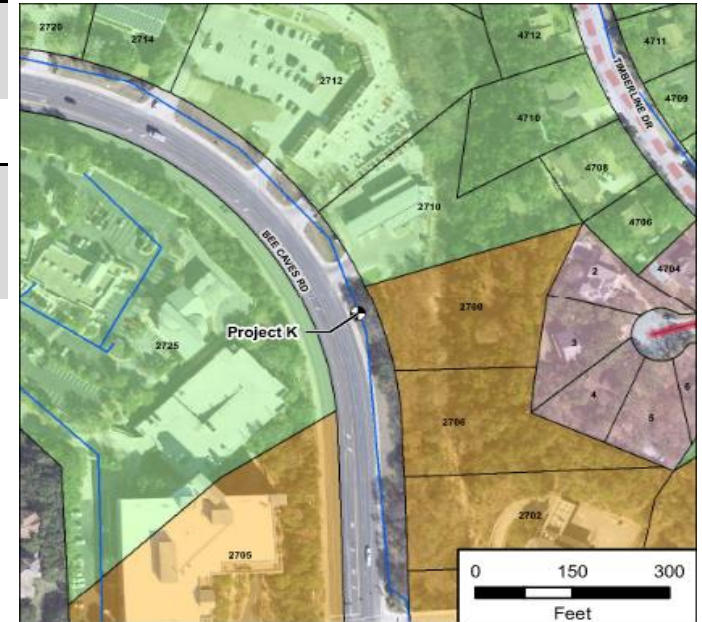
To eliminate high pressures at Town Centre, a new PRV is proposed to be installed on the 12-inch water main that is within Bee Cave Rd. The PRV will solely serve the Town Centre.

### CIP Ranking

11 out of 11

### Project Costs

Engineering & Survey:	\$ 18,000
Construction:	\$ 115,000
Other:	
<b>Total:</b>	<b>\$ 133,000</b>
Conceptual Cost Range:	\$100k - \$150k
Estimated Construction Duration:	2 Months



## Assumptions

-It is assumed that the buildings at the Rollingwood Town Centre do not currently have individual PRV's on their water service. If the properties do have individual PRV's, this project is not required.



## ***Appendix D: Project Cost Estimates***

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-A</b>	<b>Vance &amp; Vale St Water Improvements</b>				
1	PIPELINE ABANDONMENT	LF	1500	\$ 50	\$ 75,000
2	8" PVC PIPE, COMPLETE AND IN PLACE	LF	1875	\$ 300	\$ 563,000
SUBTOTAL					\$ 638,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 32,000
CONTINGENCY (15%)					\$ 101,000
ENGINEERING (15%)					\$ 116,000
<b>TOTAL</b>					<b>\$ 887,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-B</b>	<b>Inwood Cov Interconnect</b>				
1	8" PVC PIPE, COMPLETE AND IN PLACE	LF	200	\$ 300	\$ 60,000
2	PIPELINE INTERCONNECT	EA	1	\$ 15,000	\$ 15,000
SUBTOTAL					\$ 75,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 4,000
CONTINGENCY (15%)					\$ 12,000
ENGINEERING (15%)					\$ 14,000
<b>TOTAL</b>					<b>\$ 105,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-C</b>	<b>Hatley/Almarion Pressure Plane Adjustment</b>				
1	PRV REPAIR AND ADJUSTMENTS	EA	1	\$ 25,000	\$ 25,000
2	CHECK VALVE	EA	1	\$ 10,000	\$ 10,000
SUBTOTAL					\$ 35,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 2,000
CONTINGENCY (15%)					\$ 6,000
ENGINEERING (15%)					\$ 7,000
<b>TOTAL</b>					<b>\$ 50,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-D</b>	<b>Pickwick Ln Fire Flow Improvements</b>				
1	8" PVC PIPE, COMPLETE AND IN PLACE	LF	1500	\$ 300	\$ 450,000
2	PIPELINE ABANDONMENT	LF	2500	\$ 50	\$ 125,000
3	SERVICE RELOCATES	EA	16	\$ 2,500	\$ 40,000
SUBTOTAL					\$ 615,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 31,000
CONTINGENCY (15%)					\$ 97,000
ENGINEERING (15%)					\$ 112,000
<b>TOTAL</b>					<b>\$ 855,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-E</b>	<b>Bettis Blvd Fire Flow Improvements</b>				
1	8" PVC PIPE, COMPLETE AND IN PLACE	LF	450	\$ 300	\$ 135,000
SUBTOTAL					\$ 135,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 7,000
CONTINGENCY (15%)					\$ 22,000
ENGINEERING (15%)					\$ 25,000
<b>TOTAL</b>					<b>\$ 189,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-F</b>	<b>Park Hill Dr Fire Flow Improvements</b>				
1	12" PVC PIPE, COMPLETE AND IN PLACE	LF	500	\$ 400	\$ 200,000
SUBTOTAL					\$ 200,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 10,000
CONTINGENCY (15%)					\$ 32,000
ENGINEERING (15%)					\$ 37,000
<b>TOTAL</b>					<b>\$ 279,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-G</b>	<b>Laura Ln Fire Flow Improvements</b>				
1	12" PVC PIPE, COMPLETE AND IN PLACE	LF	1400	\$ 400	\$ 560,000
SUBTOTAL					\$ 560,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 28,000
CONTINGENCY (15%)					\$ 89,000
ENGINEERING (15%)					\$ 102,000
<b>TOTAL</b>					<b>\$ 779,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-H</b>	<b>Gentry Dr Fire Flow Improvements</b>				
1	8" PVC PIPE, COMPLETE AND IN PLACE	LF	550	\$ 300	\$ 165,000
SUBTOTAL					\$ 165,000
MOBILIZATION (5% OF SUBTOTAL)					\$ 9,000
CONTINGENCY (15%)					\$ 27,000
ENGINEERING (15%)					\$ 31,000
<b>TOTAL</b>					<b>\$ 232,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-I</b>	<b>Cul-De-Sac Fire Flow Improvements</b>				
1	8" PVC PIPE, COMPLETE AND IN PLACE	LF	4000	\$ 300	\$ 1,200,000
2	PIPELINE ABANDONMENT	LF	800	\$ 50	\$ 40,000
3	SERVICE RELOCATES	EA	8	\$ 2,500	\$ 20,000
<b>SUBTOTAL</b>					<b>\$ 1,260,000</b>
MOBILIZATION (5% OF SUBTOTAL)					\$ 63,000
CONTINGENCY (15%)					\$ 199,000
ENGINEERING (15%)					\$ 229,000
<b>TOTAL</b>					<b>\$ 1,751,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-J</b>	<b>Abandonment Projects</b>				
1	PRV ABANDONMENT	EA	1	\$ 5,000	\$ 5,000
2	PIPELINE ABANDONMENT	LF	10000	\$ 50	\$ 500,000
3	SERVICE RELOCATES	EA	75	\$ 2,500	\$ 188,000
<b>SUBTOTAL</b>					<b>\$ 693,000</b>
MOBILIZATION (5% OF SUBTOTAL)					\$ 35,000
CONTINGENCY (15%)					\$ 110,000
ENGINEERING (15%)					\$ 126,000
<b>TOTAL</b>					<b>\$ 964,000</b>

ITEM	DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
<b>CIP-K</b>	<b>Town Centre PRV</b>				
1	8" PVC PIPE, COMPLETE AND IN PLACE	LF	150	\$ 300	\$ 45,000
2	PRV	EA	1	\$ 50,000	\$ 50,000
<b>SUBTOTAL</b>					<b>\$ 95,000</b>
MOBILIZATION (5% OF SUBTOTAL)					\$ 5,000
CONTINGENCY (15%)					\$ 15,000
ENGINEERING (15%)					\$ 18,000
<b>TOTAL</b>					<b>\$ 133,000</b>



# CITY OF ROLLINGWOOD WATER CAPITAL IMPROVEMENTS PLAN



City Council Meeting – February 16, 2022



**K • FRIESE**  
+ ASSOCIATES  

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PUBLIC PROJECT ENGINEERING

By: Dale Murphy, PE,  
Greg Blackburn, PE,  
& Allison Densler, PE



# Agenda

1. Water System Basics
2. Existing Rollingwood Water System
3. Water Modeling
4. Proposed Projects
5. Next Steps
6. Questions



# WATER SYSTEM DEFINITIONS

- **Raw Water Sources** - surface water, ground water
- **Water Treatment Plants** - turn raw water into potable water
- **Pump Stations** - move water to higher elevations, pressure planes
- **Ground Storage Tanks** – ground level tanks that are usually used to pump from to higher elevations
- **Elevated Storage Tanks** - water storage that provides supply and pressure when pump stations are off, during power outages, etc.
- **Pressure Reducing Valves** - reduce pressures to let water flow from higher pressure planes to lower pressure planes



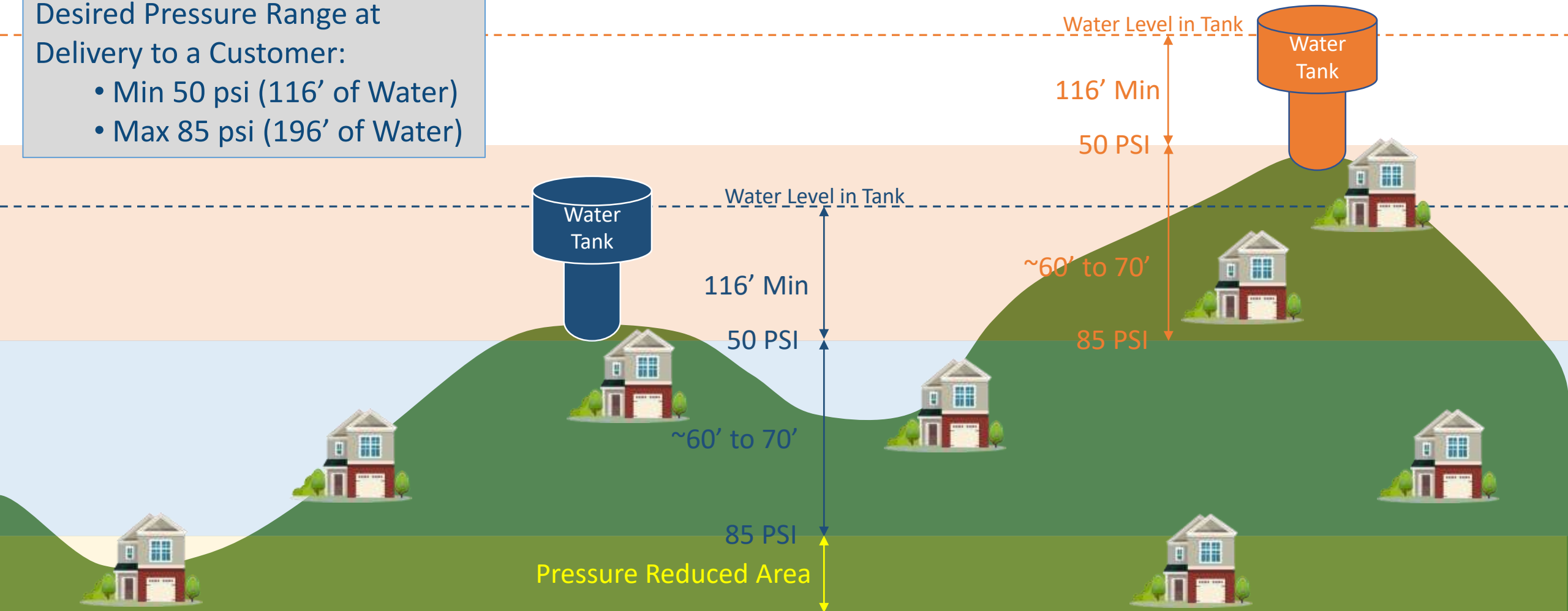
Rollingwood



# Water System Basics – Pressure Planes

Desired Pressure Range at Delivery to a Customer:

- Min 50 psi (116' of Water)
- Max 85 psi (196' of Water)



# Rollingwood Water Supply

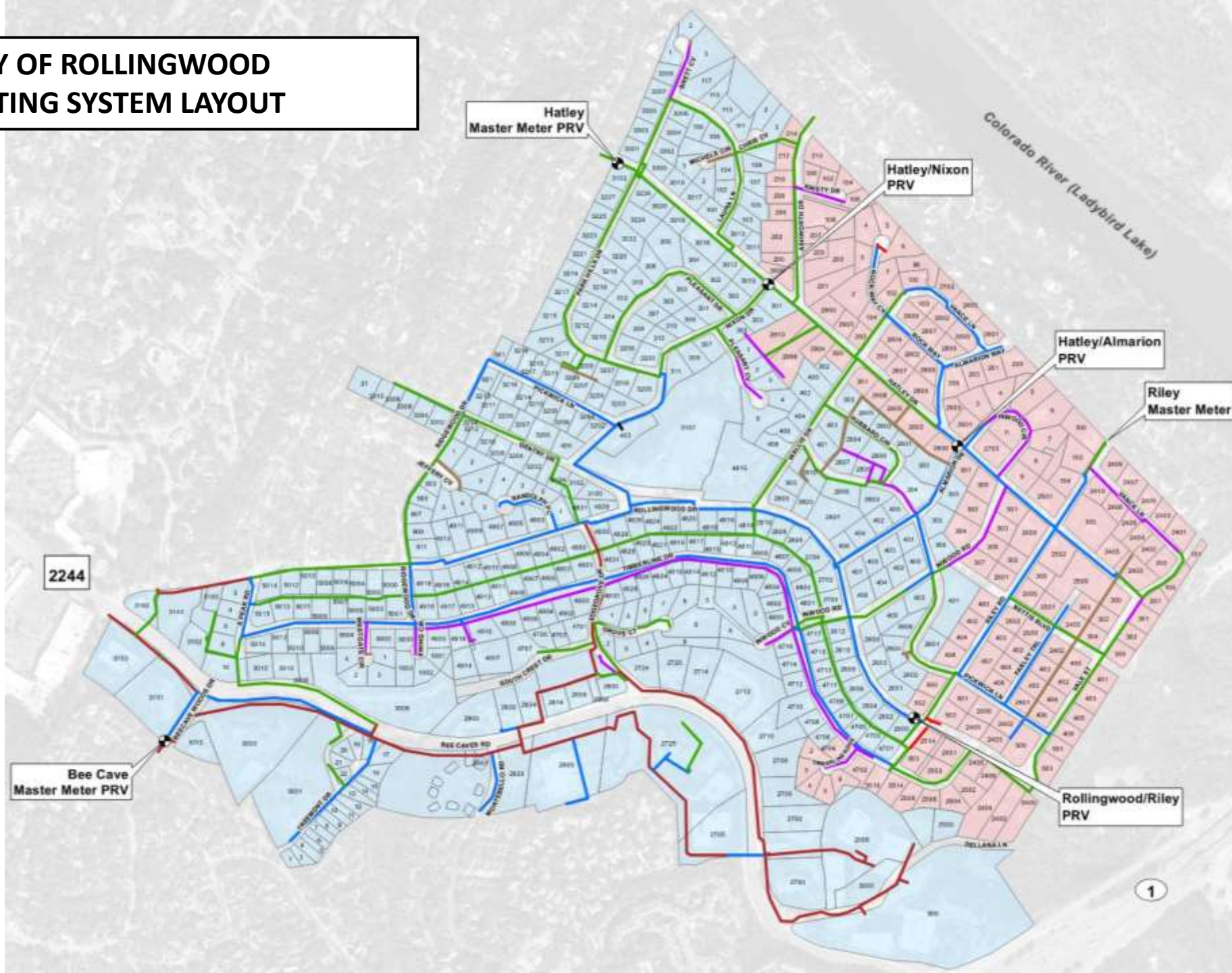
- All raw/treated water comes from a contract with City of Austin
  - *Contract Max = 1 million gallons/day monthly average*
  - *Historical Max = 0.625 million gallons/day monthly average*
- City of Austin currently holds raw water contract with LCRA to cover Rollingwood, expected to change in the future
- Raw water is pumped from Lake Austin to City of Austin water treatment plants (Ullrich WTP) for treatment
- Treated water is delivered to Rollingwood through Austin's distribution system

# Rollingwood Water System Overview

- Water supplied from Austin Water via three connection points (meters) to Rollingwood
- Two existing pressure planes in Rollingwood
- Five pressure reducing valves:
  - Two at COA connection points
  - Three internal PRVs separating pressure planes
- Approx. 15.7 miles of pipes ranging from 1- to 12-inches in diameter
- Approx. 250 valves and 100 fire hydrants in Rollingwood



# CITY OF ROLLINGWOOD EXISTING SYSTEM LAYOUT



# Water Modeling Overview

- System modeled using WaterCAD V8i
- Two model runs:
  - Extended Period Simulation (EPS) – 24 hr period
  - Fire flow analysis
- Desired pressure range for customer delivery between 50 - 85 psi during normal operating conditions
- Fire flow requirements:
  - Residential – 1,500 gpm at 20 psi residual
  - Commercial – 3,500 gpm at 20 psi residual

## Project Development

- Model used to identify projects in CIP
- Resolve high/low pressure issues and inadequate fire flows
- Remediate maintenance concerns and access issues for City Staff
- Projects ranked based on priority



ID	Proposed Projects	Cost Estimate
A	Vance & Vale St Water Improvements	\$887,000
B	Inwood Cove Interconnect	\$105,000
C	Hatley/Almarion Pressure Plane Adjustment	\$50,000
D	Pickwick Ln Fire Flow Improvements	\$855,000
E	Bettis Blvd Fire Flow Improvements	\$189,000
F	Park Hill Dr Fire Flow Improvements	\$279,000
G	Laura Ln Fire Flow Improvements	\$779,000
H	Gentry Dr Fire Flow Improvements	\$232,000
I	Cul-De-Sac Fire Flow Improvements	\$1,751,000
J	Abandonment Projects	\$964,000
K	Town Centre PRV	\$133,000
<b>Total</b>		<b>\$6,224,000</b>

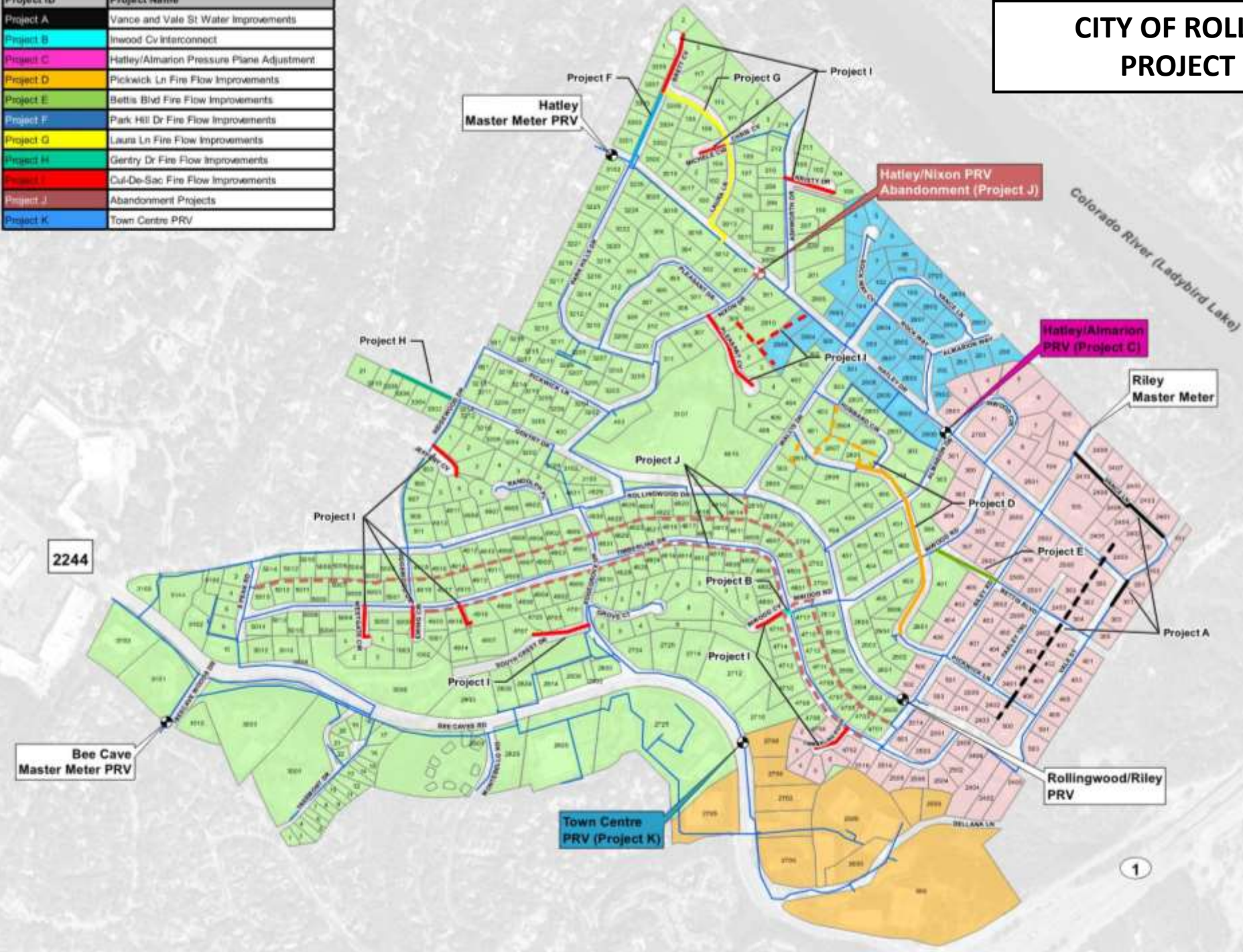
Note: Error in table found in report in Council Packet. Table has been updated for this presentation and will be revised in final report.



Project ID	Project Name
Project A	Vance and Vale St Water Improvements
Project B	Inwood Cv Interconnect
Project C	Hatley/Almarion Pressure Plane Adjustment
Project D	Pickwick Ln Fire Flow Improvements
Project E	Bettis Blvd Fire Flow Improvements
Project F	Park Hill Dr Fire Flow Improvements
Project G	Laurel Ln Fire Flow Improvements
Project H	Gentry Dr Fire Flow Improvements
Project I	Cul-De-Sac Fire Flow Improvements
Project J	Abandonment Projects
Project K	Town Centre PRV

CITY OF ROLLINGWOOD  
PROJECT LAYOUT

3.





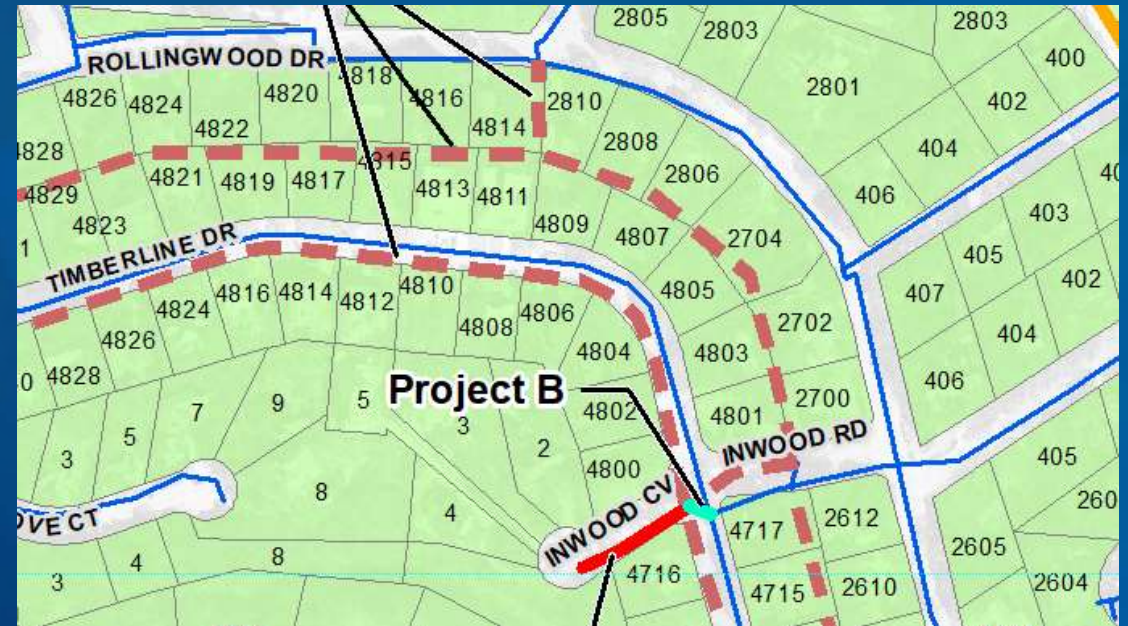
# Project A – Vance & Vale Water Improvements

- History of repeated main breaks
- Main was not originally installed correctly:
  - Improper bedding
  - Insufficient cover (less than 4')
  - PVC material does not meet current industry standards for pressure rating



## Project B – Inwood Cove Interconnect

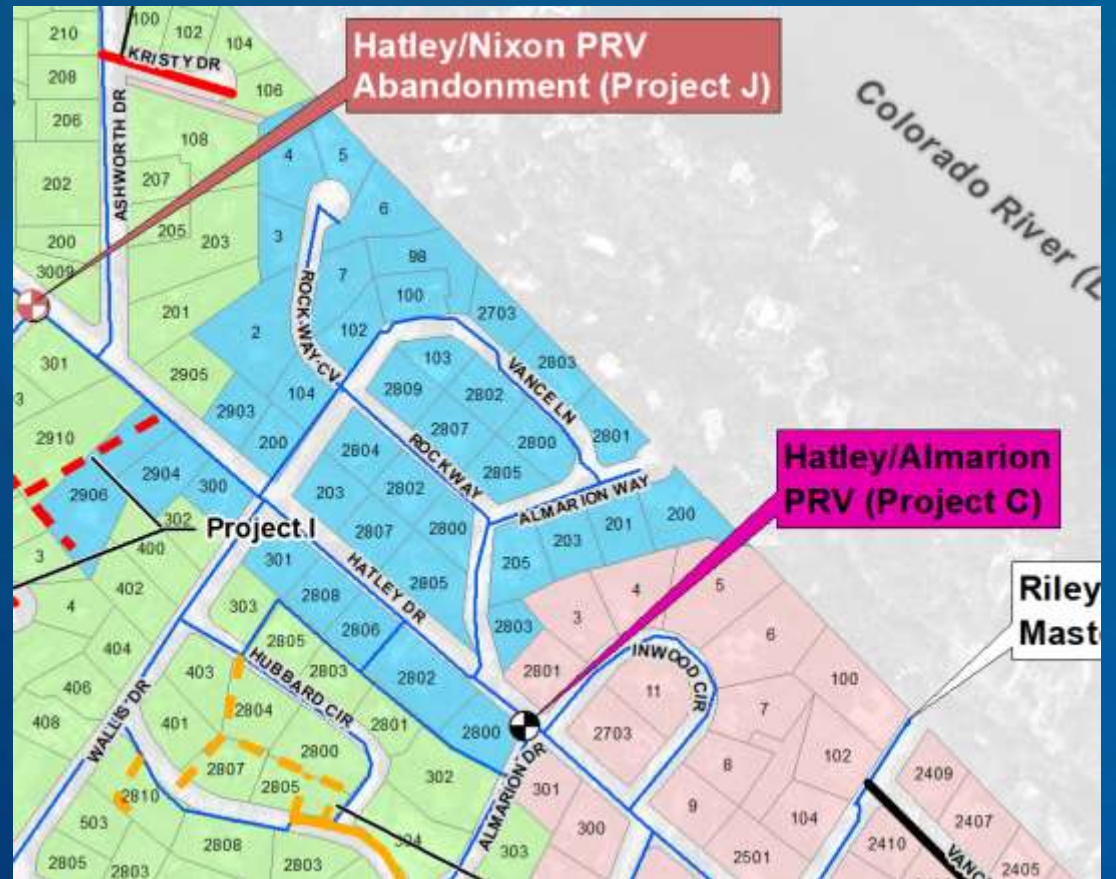
- Provides interconnected and better looped system
- Improves system pressures and increased available fire flows
- Project relatively inexpensive





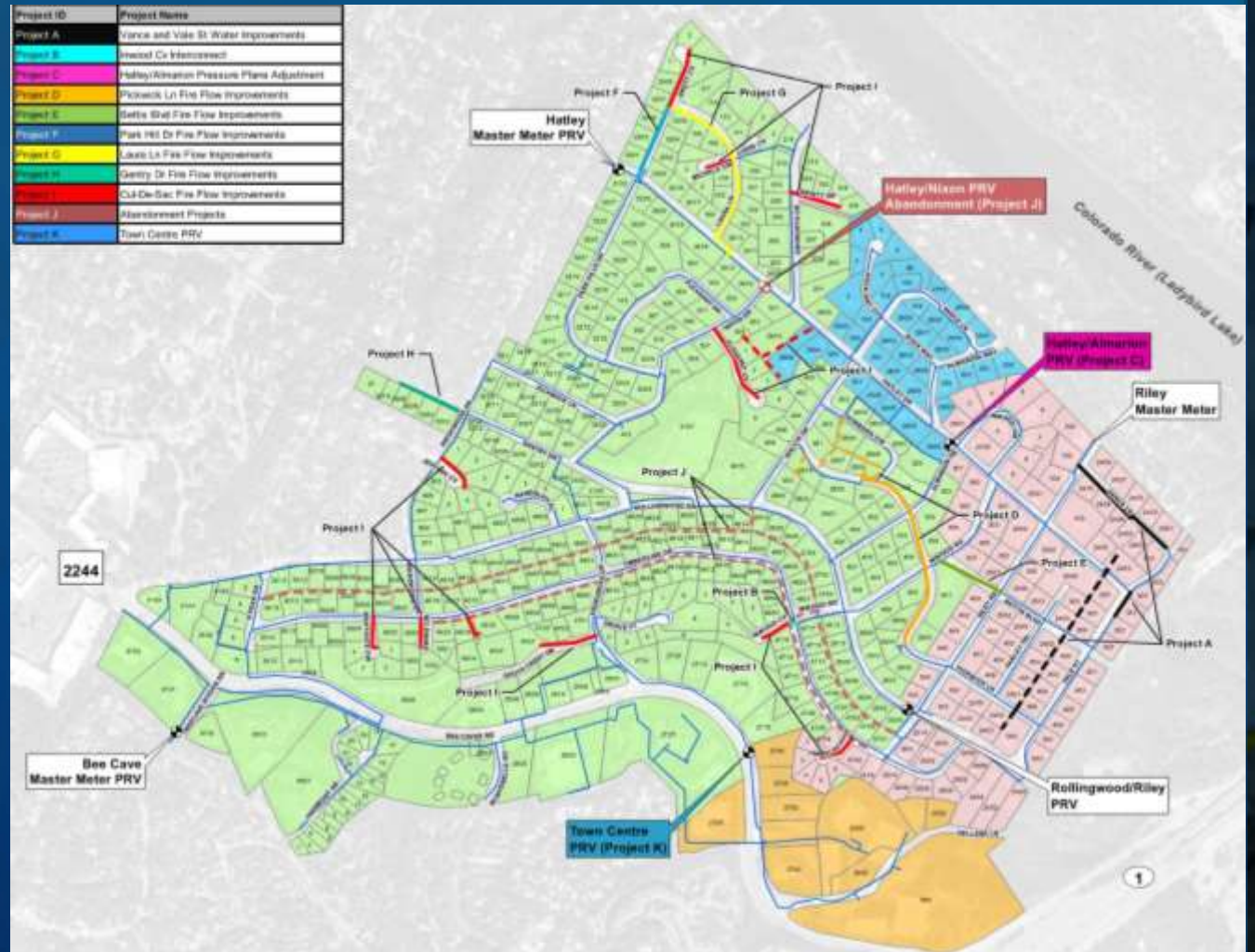
## Project C – Hatley/Almarion Pressure Plan Adjustments

- Moves Ashworth to High Plane
- Creates a third (Mid) pressure plane
- Resolves low pressures in the northern portion of City



## Projects D thru I – Fire Flow Improvements

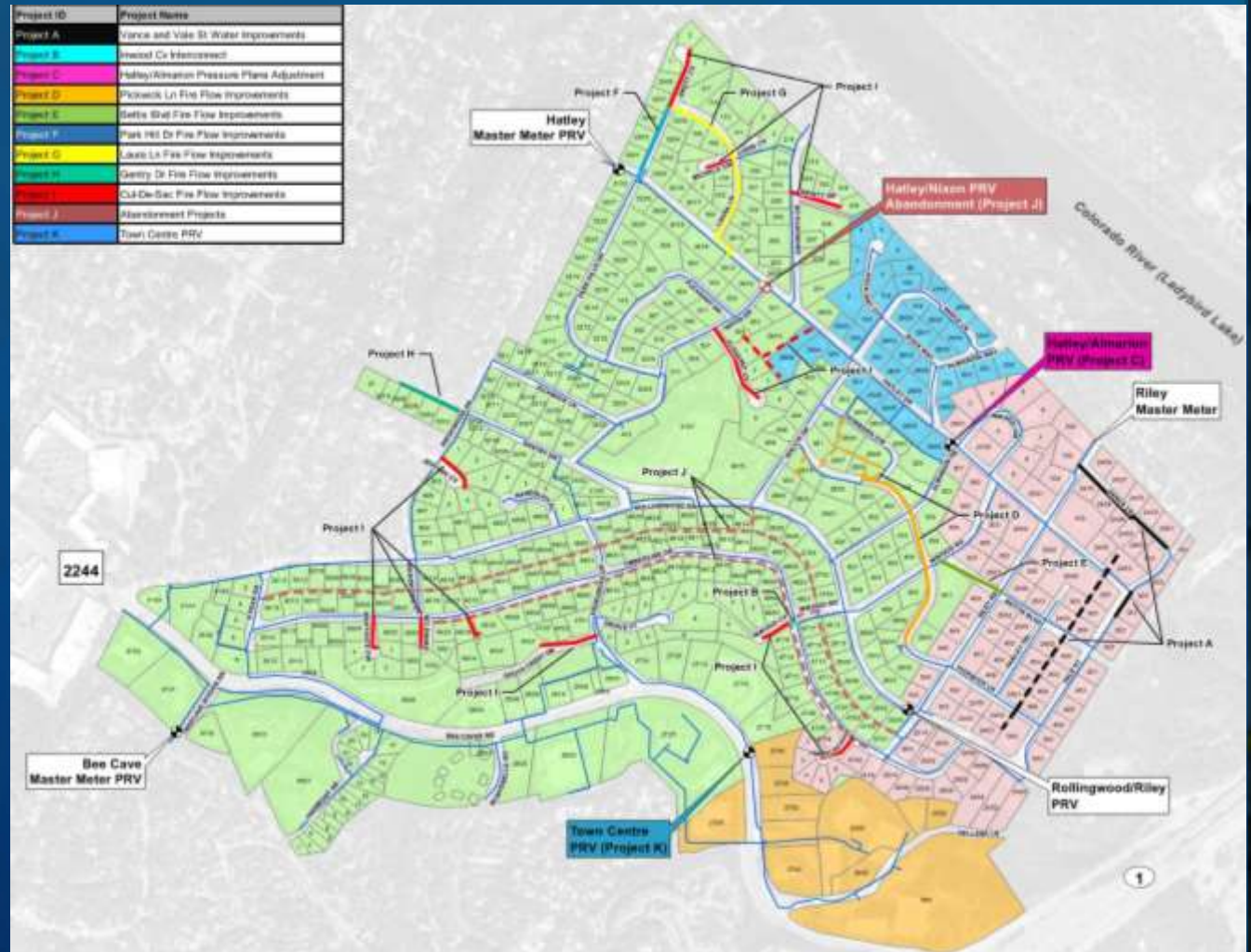
- Looping and upsizing of pipes throughout the City to improve fire flow in various areas





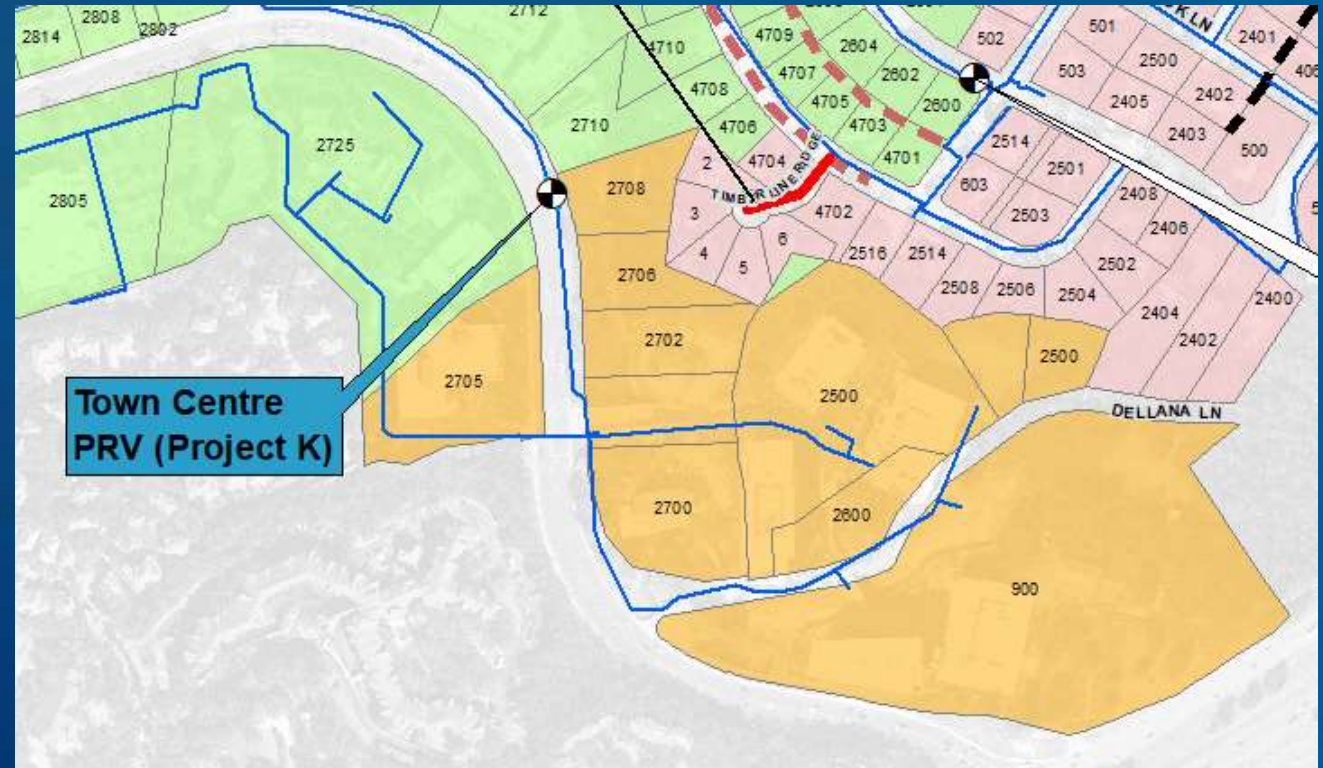
# Projects J – Abandonment Projects

- Abandon existing waterlines in backyard easements
- Abandon redundant 4-inch in Timberline Dr
- Abandon Hatley/Nixon PRV, as it is no longer needed
- Costly to relocate meters/services to front yard



## Projects K – Town Centre PRV

- Install PRV to serve commercial properties along southeast Bee Caves
- Relieves high pressures
- Unknown if properties have individual PRVs – project may not be necessary





## Next Steps

- Continue field investigations and GIS mapping updates
- Update model with new information as field investigation continues
- Further explore potential funding sources
- Design and install CIP projects
- Future discussions with COA and LCRA regarding water contracts

# Questions?



## **CITY OF ROLLINGWOOD CITY COUNCIL MEETING MINUTES**

**Wednesday, January 19, 2022**

The City Council of the City of Rollingwood, Texas held a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, January 19, 2022 at 7:00 p.m. Members of the public and the City Council were permitted to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

**Link:** <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

**Toll-Free Numbers:** (833) 548-0276 or (833) 548-0282

**Meeting ID:** 530 737 2193

**Password:** 9fryms

A video recording of the meeting was made and was posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL REGULAR CITY COUNCIL MEETING TO ORDER**

#### **1. Roll Call**

**Mayor Gavin Massingill called the meeting to order at 7:14 p.m.**

**Present Members:** Mayor Gavin Massingill, Mayor Pro Tem Sara Hutson, Councilmember Alec Robinson, Council Member Brook Brown and Council Member Phil McDuffee.

**Also Present:** Interim City Administrator Ashley Wayman, Police Chief Jason Brady, Finance Director Abel Campos, Development Services Director Carrie Caylor, and Utility Billing Manager Sharon Davis

**Present Virtually:** City Attorney Charles Zech

### **PUBLIC COMMENTS**

Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Council with regard to matters on the agenda will be received at the time the item is considered.

## 2. Public Comments

The following individuals spoke during public comments:

- Mayor Gavin Massingill discussed the Oak Wilt Town Hall meeting scheduled for Tuesday, January 25 and the door hangers that are available for distribution.
- Shanthi Jayakumar described a difficulty accessing the meeting online.

## **PUBLIC HEARING**

3. Public hearing, discussion and possible action adopting an ordinance amending Chapter 107, Article 5, Division 3, Board of Adjustment of the City of Rollingwood Code of Ordinances as recommended by the Planning and Zoning Commission

Mayor Gavin Massingill explained that the document in the packet is a boiled down version that addresses specifically getting the code compliant with state statute.

City Attorney Charles Zech discussed the changes that were made to the ordinance after the last City Council meeting as well as the discussion had at the January Planning and Zoning Commission meeting. He discussed that the Planning and Zoning Commission added in language on page 10, line 251 to require a sign to be posted in front of the property for additional notice. He also discussed that he had a brief discussion with Councilmember Brook Brown earlier about adding in what information needs to be included on the sign.

Councilmember Brook Brown discussed her recommendation to include a sentence about what the sign would say, which would include the name of the applicant, the variance or special exception being requested by the applicant, and the date time and location of the hearing.

City Attorney Charles Zech discussed that this language would be inserted in section 107-494 subsection (c).

**Councilmember Brook Brown motioned to approve the ordinance with the additions discussed. Mayor Pro Tem Sara Hutson seconded the motion.**

**Mayor Gavin Massingill closed the public hearing at 7:23 p.m.**

**Councilmember Brook Brown restated her motion stated during public hearing to approve the ordinance as drafted with the addition of a sentence at the end of subsection 107-494 (c) that would say that “the sign shall include the name of the applicant, the variance or special exception being requested and the date, time and location of the hearing. Mayor Pro Tem Sara Hutson seconded the motion.**

Mayor Pro Tem Sara Hutson discussed a question regarding section 107-483 (c) and the number of members that are required to hear cases.

City Attorney Charles Zech and the City Council discussed this section, the language of the statute, where else this information comes in to play in the ordinance, as well as language that would clarify this section.

**Councilmember Brook Brown motioned to amend the motion to amend the language in subsection c of section 107-483 so that the last sentence would read “alternate members shall upon request by the Chairperson of the board serve on the board in the absence of one or more regular members so that all cases heard by the board will always be heard by at least four members of the board and not more than five members, regular or alternate. Mayor Pro Tem Sara Hutson seconded the motion.**

**The amendment to the motion passed 4-0.**

**The motion passed 4-0.**

4. Public hearing, discussion and possible action on a request for variance from section 24-90 (b) of the City's Code of Ordinances requiring that "the information display on a monument sign is limited to the name and logo of the residing establishments"

*The City Council adjourned in to Executive session pursuant to Texas Local Government Code section 551.071 Consultation with Legal Counsel at 7:33 p.m.*

*The City Council reconvened into open session at 7:43 p.m.*

Mayor Gavin Massingill stated that no action was taken in Executive Session.

Development Services Director Carrie Caylor discussed this request for variance.

**Mayor Pro Tem Sara Hutson motioned to approve the request for variance.  
Councilmember Phil McDuffee seconded the motion.**

Mayor Pro Tem Sara Hutson discussed that this sign was already up and that we should make sure that they get approval before they put up signs.

**Mayor Gavin Massingill opened the public hearing at 7:46 p.m.**

No individuals spoke during the public hearing.

**Mayor Gavin Massingill closed the public hearing at 7:46 p.m.**

**Mayor Pro Tem Sara Hutson restated her motion to approve the variance as requested.  
Councilmember Phil McDuffee seconded the motion.**

**The motion passed 4-0.**

## **PRESENTATIONS**

5. Presentation and discussion on the Quarterly Investment Report for the 1st Quarter

Finance Director Abel Campos presented the Quarterly Investment Report for the 1<sup>st</sup> Quarter.

Mayor Gavin Massingill discussed why we have a quarterly investment report and thanked Finance Director Abel Campos for his report.



6. Presentation and discussion on the Budget Review for the 1st Quarter

Finance Director Abel Campos presented the Budget Review for the 1<sup>st</sup> Quarter and answered questions from the City Council regarding electric utility franchise fees.

7. Presentation and discussion regarding the installation of a high water detection system on Bee Caves Road by TXDOT

Police Chief Jason Brady discussed the final plan sent over by TXDOT and thanked Epi Gonzales with TXDOT, former City Administrator Amber Lewis and former City Council Member Amy Pattillo for their work on getting this project to completion. He also discussed the plans and the features of this system, that it would be at no cost to the city, and answered questions from the City Council regarding the timeframe for completion, and the notifications that the system allows.

Amy Pattillo, 3 Rockway Cove, thanked Chief Brady and the City's Executive Team for staying on top of this project to address this safety issue, discussing that it has been difficult getting the Bee Caves Road safety issues addressed and that the full project has never gotten past the planning phase. She also discussed that she emphasized to TXDOT that this project is a stop gap, not a full solution to the safety issues on Bee Caves Road.

### **CONSENT AGENDA**

All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a City Council Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

- 8. Discussion and possible action on the minutes from the December 15, 2021 City Council meeting
- 9. Discussion and possible action on a final ordinance adopting facility rental fees

**Mayor Pro Tem Sara Hutson motioned to approve the consent agenda. Councilmember Brook Brown seconded the motion. The motion passed 4-0.**

*Mayor Gavin Massingill called up item 11 at this time.*

### **REGULAR AGENDA**

- 10. Discussion and possible action to review applications and make an appointment to the vacant position on City Council

**Mayor Pro Tem Sara Hutson motioned to appoint Roxanne McKee to the vacant position on City Council. Councilmember Phil McDuffee seconded the motion.**

The Mayor and City Council discussed Roxanne McKee's qualifications and knowledge of issues that the city is facing.

**The motion passed 4-0.**

*Mayor Gavin Massingill called up item 19 at this time.*

11. Discussion regarding Cause No. D-1-GN-15-004220; Owen Brainard and Sally Brainard v. City of Rollingwood, Texas Colleen Preheim and Todd Preheim; Cause No. D-1-GN-21-006745; Western Hills Athletic Club v. City of Rollingwood, Rollingwood Board of Adjustment; and EEOC Claim No. 451-2022-00045 Complainant Justin White

*The City Council adjourned in to Executive session pursuant to Texas Local Government Code section 551.071 Consultation with Legal Counsel at 8:05 p.m.*

*The City Council reconvened into open session at 8:43 p.m.*

Mayor Gavin Massingill stated that no action was taken in Executive Session.

*Mayor Gavin Massingill called up item 10 at this time.*

12. Discussion and possible action to consider granting term-limit extensions to Chris Braden and Jim Beneke to continue serving on the Board of Adjustment, and to review applications and make appointments to the Board of Adjustment

Interim City Administrator Ashley Wayman discussed the current standing of the membership of the Board of Adjustment, that there are two members who would require term limit extensions to continue serving on the Board of Adjustment, the applications that have been received to date, and the intent of two alternate members, Robert Turner and Gerald Speitel, to serve as regular members.

The City Council and City Attorney Charles Zech discussed the specifics and consequences of granting or not granting term limit extensions.

**Mayor Gavin Massingill stated that his intention is to appoint Robert Turner to position 1, Jerry Speitel to position number 5 and Kevin Schell to position 7 of the Board of Adjustment, and to appoint Susan Hinton to an alternate position on the Board of Adjustment.**

**Councilmember Alec Robinson motioned to approve the slate of appointments made by Mayor Gavin Massingill. Councilmember Brook Brown seconded the motion. The motion passed 4-0.**

13. Discussion and possible action on a contract addendum with Crossroads to include responsibilities based on lift station automation

Interim City Administrator Ashley Wayman discussed the status of the Lift Station Automation project being performed by SitePro, the need for a Site Control Policy and an addendum or amendment to the contract with Crossroads that would clarify the roles of Crossroads personnel and city staff.

Mayor Gavin Massingill further discussed this contract amendment and a final policy manual for how this system is to be operated.

Councilmember Brook Brown asked if there would be any additional costs associated with this addendum and Mayor Massingill stated that there would not be.

The City Council discussed the lift station automation and power generation projects and how the generators will be powered.

Mayor Gavin Massingill discussed the possibility for grant funding for the power generation project.

Shanthi Jayakumar discussed that there used to be a red light on the lift stations that would signify issues with the lift station and asked whether that would still be able to be incorporated into the lift stations as a backup to the system.

Andrew Hunt with Crossroads stated that there was a visual and audio alarm that could be programmed as discussed if it isn't already.

The City Council further discussed the need for this visual cue for those that are there in the area.

**Councilmember Brook Brown motioned to delegate authority to the Mayor to work with City Staff to draft an addendum to the contract to cover the necessary functions between staff and Crossroads with respect to the automation of lift stations. Mayor Pro Tem Sara Hutson seconded the motion.**

**The motion passed 4-0.**

#### 14. Discussion and possible action regarding the City's Utility Billing system

Councilmember Alec Robinson discussed his concerns with the city's Utility Billing system as it currently stands and how these concerns were brought to his attention.

Mayor Gavin Massingill discussed the city's awareness of many of the concerns and issues with the utility billing system, the city's history with the previous billing company, issues that have arisen due to the new utility billing system and the bank, and the current ACH issues that have been uncovered. He explained that there is now a need for communication with affected residents to get this issue resolved and explained his preferred communication method on the matter. He asked City Council for ideas on how this issue would be handled.

Mayor Gavin Massingill and Interim City Administrator Ashley Wayman further discussed the ACH issues that have occurred. They also explained that a test ACH batch would be run before the city would attempt to run one for all accounts again.

Interim City Administrator Ashley Wayman further discussed the plan to reach out to each affected customer personally by phone to discuss their bill and the issue that has occurred.

Councilmember Alec Robinson further discussed his concerns with the system and that he is willing to help get the system back in order.

The City Council discussed ideas for how to go about notifying each person.

The City Council and Utility Billing Manager Sharon Davis discussed an issue in which some customers are paying with bill pay but sending checks to AWR instead of the city.

Interim City Administrator Ashley Wayman discussed that the Council and those in attendance could be helpful by encouraging patience and understanding from the community during this time. Mayor Gavin Massingill further reiterated encouraging patience with our small department.

**Councilmember Alec Robinson motioned to authorize Councilmember Alec Robinson to collaborate with City Staff and the City Administrator to identify ongoing issue with the city's utility billing system and produce a plan for resolving them, to write a letter to residents providing contact on the situation and how the city is prepared to address the issues and to report back to the Council on a weekly basis the progress that is being made in resolving this matter. Councilmember Brook Brown seconded the motion.**

Mayor Gavin Massingill asked for clarification regarding if the whole city needs the letter or just those that are affected by the issue and also asked if an email would suffice in place of a letter.

**Councilmember Alec Robinson amended his motion to include that email would suffice in place of a letter and that communication would be only to those affected by this matter. Councilmember Brook Brown seconded the amendment.**

The City Council further discussed how the City Council can be helpful and involved.

**The motion passed 4-0.**

15. Discussion and possible action with respect to the adoption of a resolution to create a MoPac South Expansion Task Force and define its scope of work, set dates for receipt of applications for MoPac South Expansion Task Force Chair and members, and appointment of Chair and members, including the following: (a) adopt a resolution with respect to the creation of such a Task Force; (b) set dates to post notice on the City website and to file applications for the position of Chair, and for members of the Task Force; and (c) set a date for the Council to consider and take action to appoint a Chair and membership on such a Task Force

Councilmember Brook Brown discussed that this item has been on the agenda in previous months, the action items for this agenda item, and her intent for this five-member Task Force.

**Councilmember Brook Brown motioned to approve a resolution creating the Rollingwood MoPac South Expansion Task Force. Councilmember Alec Robinson seconded the motion.**

Mayor Pro Tem Sara Hutson discussed a new neighbor that she plans to let know about this task force.

Mayor Gavin Massingill discussed the delegation of authority to this Task Force and asked whether the intent is for the Task Force to act on behalf of the city.

Councilmember Brook Brown discussed the work that the Task Force would do to develop a common position and issues of concern.

Mayor Gavin Massingill asked Councilmember Brook Brown if it was acceptable to state for the record that the intent of the Task Force is outreach and coalition building as opposed to delegation of authority and she agreed.



Mayor Gavin Massingill discussed the city's recent comment on the proposed South MoPac Project and discussed ensuring that the members of the Task Force would familiarize themselves with the past comments and positions that have been taken by the city.

**The motion passed 4-0.**

Council Member Brook Brown discussed that the next item is to set the deadline for applications to be filed and to set a date to make appointments to the Task Force and that she would like to be able to appoint by the next Council meeting. She stated that she would draft a notice to go out to the community for these applications.

The City Council and Staff discussed when to set the deadline for applications and when applications would be reviewed and appointments made.

**Councilmember Brook Brown motioned to set February 9 for receipt of applications for appointment to the Task Force and the date of February 16, the next City Council Meeting, for consideration of the appointments. Councilmember Phil McDuffee seconded the motion.**

**The motion passed 4-0.**

16. Discussion and possible action regarding the posting on the City's website of building permit applications

Mayor Gavin Massingill stated that he has taken executive action on this item and that these items have now been posted on the City's website on the Building and Development page and that it would be updated every Friday.

Councilmember Brook Brown discussed that her intention for this item is to get in compliance with the City's ordinances.

Mayor Gavin Massingill discussed the history on why these were posted to the city's website when the city used a third party for building permits and applications but that when the city brought it in-house residents were able to call or come up to City Hall to get that information. He also ensured the City Council that it has now been done and will continue to be done.

The City Council further discussed the practice of posting this list.

Shanthi Jayakumar discussed that she has missed this information being posted to the webpage and showed a past report from PDG. She also discussed that there seems to be homes in the neighborhood that she believes are being built closer to the street than the allowed setbacks.

Councilmember Brook Brown discussed that if the city requires applications in a standard format that the posting of a list could be automated to an extent.

Mayor Gavin Massingill discussed the strides toward information availability and automation that the city has already made but that as some staff vacancies are filled more of these administrative things can be taken care of.

Development Services Director Carrie Caylor discussed the accessibility of this information and the conversion to the Incode building permit software. She also discussed that some requests for this list are from vendors and solicitors.

17. Discussion and possible action regarding the status of the City's official zoning map, including incorporation of the action by the Council on September 16, 2020, to reflect 6 Pleasant Cove as residential, and the status of work undertaken by WSB Engineering with respect to the zoning map as authorized by the Council at its May 19, 2021, meeting, item 9

Councilmember Brook Brown discussed that there is no official zoning map on the City's website and explained the city's code as it pertains to the city's zoning map.

Mayor Massingill discussed past concerns regarding not having an official zoning map, and that there have been errors on past zoning maps. He also discussed that during the updates to the City Council that have been discussed in past meetings, he would also like an update on the GIS project that WSB has worked on. He discussed that the WSB project included an overlay of the zoning map as well as other features, such as easements.

Development Services Director Carrie Caylor discussed that the city hired WSB to complete this special project.

The City Council and Development Services Director Carrie Caylor discussed the current project being undertaken by WSB, the history regarding the city's zoning map, and city record keeping.

Development Services Director Carrie Caylor discussed that the city has the license for ARC GIS and that now the WSB license needs to be transferred to the city engineer, K. Friese and Associates.

Councilmember Brook Brown recommended that an update be given at each meeting until this is complete.

Mayor Gavin Massingill further discussed getting the City Council the GIS update with emphasis on the zoning map, and stated that he would arrange for WSB to brief the City Council next month during the City Council meeting.

18. Discussion and possible action to set dates for public workshops on the Comprehensive Plan and discuss tentative dates with respect to the consideration and adoption of the Comprehensive Plan

Councilmember Brook Brown discussed that she worked with Thom Farrell to break the Comprehensive Plan document into three parts and that they are suggesting that the City Council holds workshops corresponding to those sections. She stated that Thom Farrell has agreed to lead the workshop discussions. She suggested scheduling these separate from City Council meetings.

The Mayor and City Council discussed the timing and order of these workshops and the involvement of consultants from previous plans.

Mayor Gavin Massingill discussed holding the first workshop at 5:00 p.m. on the date of the next City Council meeting and that it will likely require two hours. He discussed that if we did this then he would like the City Council would commit to keeping the agenda light.

Mayor Gavin Massingill stated that he would like to commit to holding the first work session ahead of the February City Council meeting from 5:00 to 7:00 p.m. and that at the next Council Meeting he would come back, after a doodle poll is sent out, with dates for the next workshop as well as when the rescheduled March City Council meeting would be held.

The City Council and staff discussed the noticing of these workshops on the first page of the website and Councilmember Brook Brown stated that she would prepare information for that posting.

*Mayor Gavin Massingill called up item 20 at this time.*

19. Discussion and possible action on how council members/mayor refer to one another on the dais

Mayor Pro Tem Sara Hutson discussed her intent with this item to allow the Mayor and Council Members to refer to each other by first names on the dais.

Mayor Gavin Massingill discussed his perspective on using a level of formality on the dais and why it is important to use Robert's Rules of Order.

Mayor Pro Tem Sara Hutson stated that she did not intend to bring up a touchy subject.

The Mayor and City Council further discussed the level of formality to be used at the dais.

Mayor Pro Tem Sara Hutson discussed how staff members should be referred to if not by first name.

Mayor Gavin Massingill stated that he would try to find a happy medium on level of formality.

*Mayor Gavin Massingill called up item 12 at this time.*

20. Discussion and possible action to review and alter residential construction ordinances and policies

Councilmember Sara Hutson discussed that she has been approached by a resident who has multiple residential properties under construction around them at once and discussed the things that may need attention in cases like this. She also discussed the potential safety issues that may come up.

The City Council discussed who the city is trying to inform in this process and a recent unsafe construction activity that some members witnessed.

Development Services Director Carrie Caylor and the City Council discussed the information and resources currently available to contractors, information discussed in pre-construction meetings, and how to get this information out.

Mayor Gavin Massingill suggested that for the next meeting, Development Services Director Carrie Caylor put together a memo regarding what information we currently on the books and a copy of the pre-construction checklist so that it could be reviewed for possible incorporation into a document to better disseminate this information.

The City Council and Development Services Director Carrie Caylor discussed the placement of construction fences in the city and the potential for vision clearance issues.

Shanthi Jayakumar stated that she has a video of the construction situation that is being discussed and that things like this should be brought to their attention.

The City Council discussed other construction situations that have come up in the past.

Mayor Gavin Massingill stated that they will plan to bring the discussed information back to the City Council next month.

Councilmember Brook Brown asked whether resolutions were housed on the website anywhere and Interim City Administrator Ashley Wayman discussed that they are not housed on the website but that the city has them stored electronically and in hard copy.

Mayor Gavin Massingill discussed that the city is working to make information like this more accessible.

John Hinton discussed his concern regarding what can be built in the setbacks and that community comments should be taken on these issues in respect to the City's response.

Mayor Gavin Massingill and City Administrator Ashley Wayman further discussed how documents can be accessed. Mayor Massingill also discussed the process of getting ordinances updated.

## **MAYOR AND DEPARTMENT REPORTS**

All reports are posted to inform the public. No discussion or action will take place on items not on the regular or consent agenda.

21. City Administrator's Report
22. Chief of Police Report
23. Municipal Court Report
24. City Engineer Report - K. Friese & Associates
25. Crossroads Utility Services Report on Water and Wastewater for December 2021
26. City Stats for December 2021
27. Contract invoices through December 2021 - Crossroads Utility Services, Water and Wastewater Services, K. Friese & Associates - IIP & MS4, K. Friese & Associates, City Engineer
28. City Financials for December 2021 - Fiscal Year 2021-2022

- 29. RCDC Financials for December 2021 - Fiscal Year 2021-2022
- 30. Texas Gas Service - Notices, Letters and Documents
- 31. Texas Central Appraisal District and Tax Assessor - Notices, Letters and Documents

**ADJOURNMENT OF MEETING**

The meeting was adjourned at 11:39 p.m.

Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Gavin Massingill, Mayor

ATTEST:

\_\_\_\_\_  
Ashley Wayman, Assistant City Administrator





## **CITY OF ROLLINGWOOD OAK WILT TOWN HALL MINUTES**

**Tuesday, January 25, 2022**

The City Council of the City of Rollingwood, Texas held an Oak Wilt Town Hall meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Tuesday, January 25, 2022 at 6:00 p.m. Members of the public and the City Council were permitted to participate in the meeting virtually, as long as a quorum of the City Council and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

**Link:** <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

**Toll-Free Numbers:** (833) 548-0276 or (833) 548-0282

**Meeting ID:** 530 737 2193

**Password:** 9fryms

A video recording of the meeting was made and was posted to the City's website and is available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL OAK WILT TOWN HALL MEETING TO ORDER**

1. Roll Call

**Mayor Gavin Massingill called the meeting to order at 6:08 p.m.**

**Present Members:** Mayor Gavin Massingill, Councilmember Sara Hutson, Councilmember Phil McDuffee, Councilmember Alec Robinson, Councilmember Brook Brown and Councilmember Roxanne McKee.

**Also Present:** Karl Flocke, Texas A&M Forest Service, Development Services Director Carrie Caylor

### **PRESENTATIONS**

2. Presentation and discussion with Karl Flocke from the Texas A&M Forest Service regarding oak wilt education and the spread of oak wilt at the corner of Hatley Drive and Nixon Drive.

Karle Flocke presented a PowerPoint presentation on oak wilt, and then spoke to the community about the spread of oak wilt at the intersection of Hatley Drive and Nixon Drive. He discussed cost sharing and mitigation options.

**ADJOURNMENT OF MEETING**

The meeting was adjourned at 7:08 p.m.

**Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.**

\_\_\_\_\_  
**Gavin Massingill, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Ashley Wayman, Assistant City Administrator**

**AGENDA ITEM SUMMARY SHEET****CITY OF ROLLINGWOOD, TEXAS****MEETING DATE: FEBRUARY 16, 2022****Submitted by: Brook Brown**

**Agenda Item \_\_:** Discussion and possible action regarding the status of the City's official zoning map, including incorporation of the action by the Council on September 16, 2020, to reflect 6 Pleasant Cove within the Residential zone.

**Action requested:** Update from staff regarding the status of adoption of an official zoning map, and the status of work undertaken by WSB Engineering with respect to the zoning map as authorized by the Council at its May 19, 2021, meeting, item 9 and further action necessary to the Council's adoption of an official zoning map.

Related documents:

City ordinance Section 107-26:

[https://library.municode.com/tx/rollingwood/codes/code\\_of\\_ordinances?nodeId=PTIILADECO\\_CH107Z\\_O\\_ARTIIDIRE\\_DIV1GE\\_S107-26OFZOMA](https://library.municode.com/tx/rollingwood/codes/code_of_ordinances?nodeId=PTIILADECO_CH107Z_O_ARTIIDIRE_DIV1GE_S107-26OFZOMA)

Minutes of the City Council, September 16, 2020, Item 28:

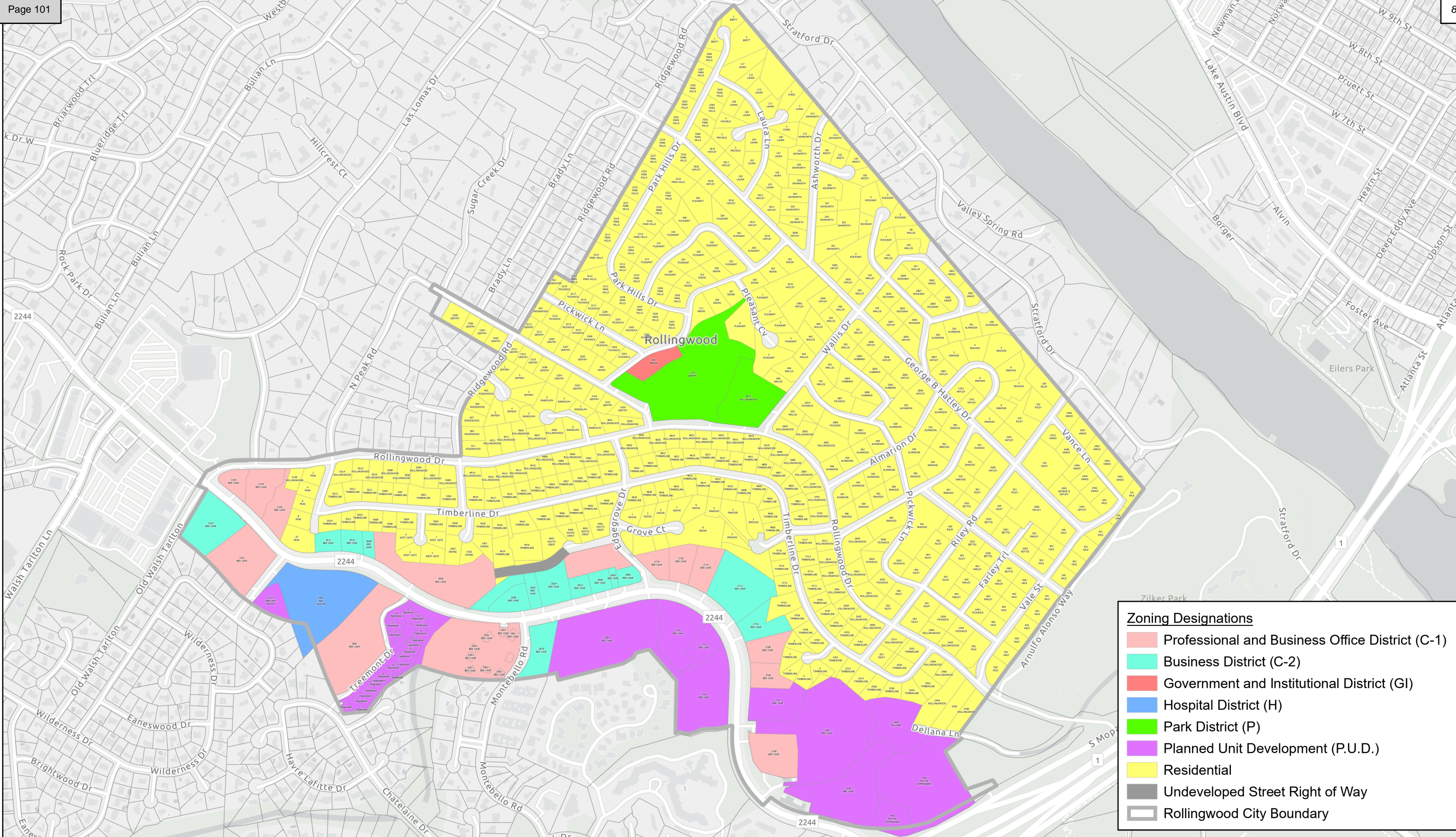
[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city\\_council/meeting/5571/09-16-2020\\_budget\\_workshop\\_and\\_city\\_council\\_meeting\\_minutes\\_-\\_signed.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city_council/meeting/5571/09-16-2020_budget_workshop_and_city_council_meeting_minutes_-_signed.pdf)

Minutes of the City Council, May 19, 2021, Items 9 and 10, and related memo from WSB Engineering:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city\\_council/meeting/7681/05-19-2021\\_cc\\_minutes\\_-\\_signed.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city_council/meeting/7681/05-19-2021_cc_minutes_-_signed.pdf)

<https://mccmeetingspublic.blob.core.usgovcloudapi.net/rollwdtx-meet-787061abfc07423b95f04f73a6d602b4/ITEM-Attachment-001-0da2aefc80ab4fbe9d948afd8370d43b.pdf>





**Zoning Designations**

- Professional and Business Office District (C-1)
- Business District (C-2)
- Government and Institutional District (GI)
- Hospital District (H)
- Park District (P)
- Planned Unit Development (P.U.D.)
- Residential
- Undeveloped Street Right of Way
- Rollingwood City Boundary





# PROPOSAL

2601 Forest Creek Drive  
Round Rock, TX 78665  
Phone (512) 246-1400 Fax (512) 246-1900

**Quotation For:**  
Rollingwood  
Hatley & Almarion PRV

**DATE** 2/14/2022  
**Quotation #** 1  
**Customer ID**  
**District ID**  
**TEC ID**  
*Quotation valid until:* 3/16/2022  
*Prepared by:* Ryan McCabe

[RMcCabe@crossroadsus.com](mailto:RMcCabe@crossroadsus.com)

**Project Scope:** Remove existing PRV assembly and install proposed 6" and 2" PRV assembly at Almarion and Hatley.

**Comments or Special Instructions:** This is a not to exceed estimate. Pricing includes replacement of existing 6" isolation valves. Estimate based on existing lid to be removed freely without damage. Disturbed grass and landscaping on customer's lawn to be replaced.

MANAGER	P.O. NUMBER	S.O. NUMBER	SHIP DATE	SHIP VIA	TERMS
McCabe					NET 30

**Labor:** \$4,721.52

**Equipment:** \$6,132.00

**Materials:** \$15,249.00

**Total:** \$26,102.52

For Client

Title

Date

For Crossroads  
*Ryan McCabe*

Field Services Supervisor

2/14/2022

Title

Date



**Ashley Wayman**

---

**From:** Ryan McCabe <rmccabe@crossroadsus.com>  
**Sent:** Monday, February 14, 2022 12:19 PM  
**To:** Ashley Wayman  
**Subject:** Re: Proposal: PRV at Hatley and Almarion  
**Attachments:** Almarion Hatley PRV.pdf

attached is the proposal to replace the 6" PRV at Hatley and Almarion.

This is a not to exceed proposal for anticipating the worst.... So this proposal has us replacing everything inside that vault as well as the PRV. Those valves are rusty and likely need attention. As we get into the weeds of the replacement, if we determine that the valves inside the vault are of working condition and can be rehabbed, then we will go that route as to get the work done right in the most efficient manner. If you need to discuss further, then let me know and I'll set time aside and we can discuss

---

**From:** Ashley Wayman <awayman@rollingwoodtx.gov>  
**Sent:** Friday, February 11, 2022 12:23 PM  
**To:** Ryan McCabe <rmccabe@crossroadsus.com>  
**Subject:** RE: Proposal: PRV at Hatley and Almarion

Thank you, Ryan!

Best,  
Ashley

**Ashley Wayman**  
**Interim City Administrator**  
City of Rollingwood  
(512) 327-1838  
[www.rollingwoodtx.gov](http://www.rollingwoodtx.gov)  


---

**From:** Ryan McCabe <rmccabe@crossroadsus.com>  
**Sent:** Friday, February 11, 2022 12:14 PM  
**To:** Ashley Wayman <awayman@rollingwoodtx.gov>  
**Subject:** Re: Proposal: PRV at Hatley and Almarion

Yes I should have it for you Monday.... Likely costs will be anywhere from 20k to 35k but I'm working on those itemized details now and you and I can discuss early next week so that you're prepared for Wednesday

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---

**From:** Ashley Wayman <[awayman@rollingwoodtx.gov](mailto:awayman@rollingwoodtx.gov)>  
**Sent:** Friday, February 11, 2022 11:46:44 AM  
**To:** Ryan McCabe <[rmccabe@crossroadsus.com](mailto:rmccabe@crossroadsus.com)>  
**Subject:** Proposal: PRV at Hatley and Almarion

## AGENDA ITEM SUMMARY SHEET

### City of Rollingwood

**Meeting Date: February 16, 2022**

**Submitted By:**

Council Member McDuffee

**Agenda Item:**

Discussion and possible action to authorize the Mayor to take action related to emergency oak wilt trenching

**Description:**

An active oak wilt outbreak needs to be addressed. This will likely need to be addressed in two phases. Request authorization for the mayor to engage vendors to provide plans and estimates for the two phases of trenching.

Possible vendors are:

Oak Wilt Specialists  
[www.StopOakWilt.com](http://www.StopOakWilt.com)  
(512) 842-8733

We Love Trees  
[www.WeLoveTreesTX.com](http://www.WeLoveTreesTX.com)  
(512) 422-7234

**Action Requested:**

Authorizing Mayor Massingill to engage with Vendors or delegate engagement.

**Fiscal Impacts:**

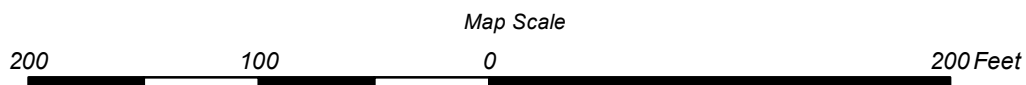
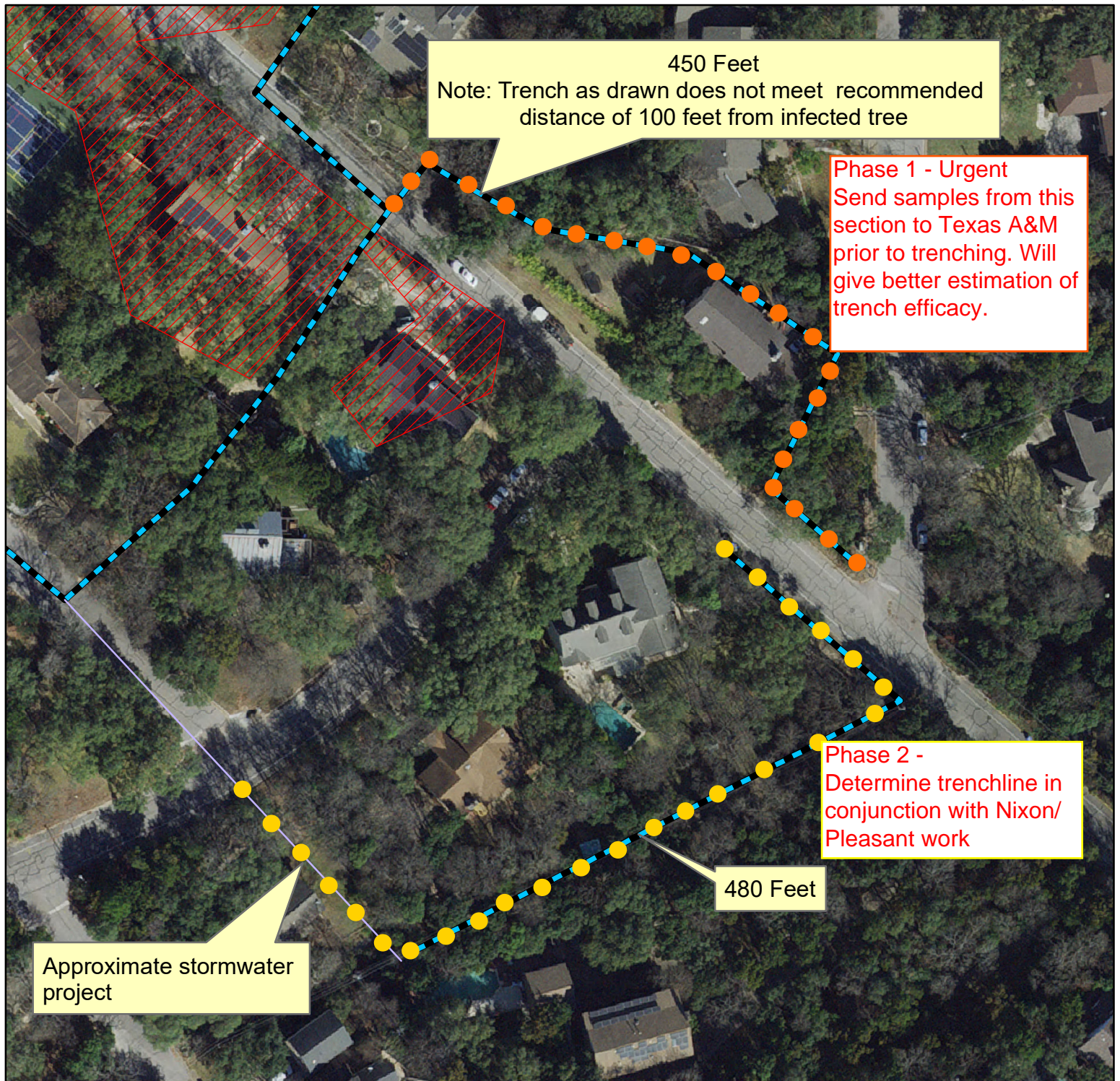
TBD

**Attach**



# Oak Wilt Treatment Map

Page 105



## LEGEND

### TrenchType

- <Null>
- - - NCSTrench

### Diagnosis

- / / / OW



**TEXAS A&M**  
FOREST SERVICE

Location: Rollingwood

Case:

County: Travis

Quadrangle: Austin West

UTM Northing: 3350348

UTM Easting: 616654

Mortality Numbers: 17461

Map Date: February 10, 2022

Forester: Karl Flocke, TFS Austin



**Ashley Wayman**

---

**From:** Carrie Caylor  
**Sent:** Friday, February 11, 2022 12:41 PM  
**To:** Ashley Wayman; Phil McDuffee; Roxanne McKee  
**Subject:** FW: [External] Oak Wilt Visit  
**Attachments:** OakWiltTreatmentMapFeb22.pdf

Hi All,

I took Karl's map and overlayed where the new proposed trenching is in different colors. His showed it the same as the old trenching which was a little confusing to tell what the new proposed was if you hadn't seen it in person. I set that phase 1 as the most critical area because it is going to be exceedingly challenging to go further back because there is a steep hill. The topography does not lend itself to getting a trencher there.

**Carrie Caylor**  
Director of Development  
City of Rollingwood  
512.327.1838  
[www.rollingwoodtx.gov](http://www.rollingwoodtx.gov)



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**From:** Flocke, Karl <karl.flocke@tfs.tamu.edu>  
**Sent:** Friday, February 11, 2022 11:08 AM  
**To:** Carrie Caylor <ccaylor@rollingwoodtx.gov>  
**Cc:** Phil McDuffee <pmcduffee@rollingwoodtx.gov>  
**Subject:** RE: [External] Oak Wilt Visit

Attached is a map of potential trench placement as we discussed it on Monday. The approximate trench lengths depicted on the map do not include the planned drainage work. As we discussed in the field, part of the trench on the north side of Hatley would be less than 100 feet from oak wilt symptomatic trees. This is below the minimum standards recommended by the Texas A&M Forest Service, and would therefore jeopardize any cost share funding for this project. This placement may also lower the likelihood of trench success. We didn't discuss it while I was there, but you might consider sending in a sample from the live oak on the north side of Hatley to be tested for oak wilt prior to trench installation. It will not guarantee that it is not across the road yet, but if it does come up positive it can let y'all know not to move forward with the plan to trench in that location.

**Karl Flocke**  
Woodland Ecologist II  
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Austin, TX 78723  
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[txforestservice.tamu.edu](http://txforestservice.tamu.edu) | [texasoakwilt.org](http://texasoakwilt.org) | [texasforestinfo.com](http://texasforestinfo.com)



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**From:** Carrie Caylor <[ccaylor@rollingwoodtx.gov](mailto:ccaylor@rollingwoodtx.gov)>  
**Sent:** Monday, January 31, 2022 9:56 AM

**AGENDA ITEM SUMMARY SHEET****CITY OF ROLLINGWOOD, TEXAS****MEETING DATE: FEBRUARY 16, 2022****Submitted by: Brook Brown**

**Agenda Item \_\_:** Staff briefing as to current building enforcement policies and procedures, and Council discussion and possible action with regard to enforcement of building permit requirements, including processes for enforcement of violations, actions with respect to repeat violations, periodic on-site inspection of permit activities and as-built construction.

**Action requested:** Staff update to Council with regard to current policies, processes and responsibilities for permit inspections and enforcement, including handling of repeat offenders, schedules for periodic on-site inspections and as-built inspections, and division of responsibilities as between city building officials and city contractors, and Council discussion and consideration of current policies.



## RESIDENTIAL CONSTRUCTION ORDINANCES AND POLICIES REPORT

**Date:** February 7, 2022

**Author:** Carrie Caylor, Director of Development Services

### PURPOSE:

The purpose of this report is to outline the questions presented at the January 19, 2022 City Council meeting in agenda item twenty by Council Member Hutson. The report shall provide code references for instances where questions are addressed in local and state governing code, and to detail any unaddressed questions contemplated in the code, and offer staff views for improvements or clarifications that may be beneficial to the community at large.

### Questions posed:

- What is the allowable location on property for the following-
  - Construction fences
  - Silt Fences
  - Construction material staging
  - Port-a-cans
  - Dumpsters/trash receptacles
- What usage is allowed of city streets for material deliveries and storage
- Construction vehicles parking
  - Proper side of the street
  - Intersection visibility
  - Emergency vehicle traffic pathway, ingress/egress
- What work can be done outside of allowable construction hours
  - Deliveries
  - Landscaping
  - Worker arrival/departure
- Should heavy equipment usage be restricted after dark
- What can be built in the setbacks/easements/ROW

### FORMAT:

This report will go item by item through the above bullet points. Any related ordinances, or sections therein shall be listed, with a brief analysis of how those ordinances are, or may be applied. The final conclusion will offer other staff comments and recommendations.



## ITEM 1: RESIDENTIAL PROPERTIES AND MATERIALS STAGING

### Fencing-

**Ordinance: 107-3 Fence** means a fixed-in-place physical barrier, including a wall, that wholly or partially encloses, screens, separates, or establishes a border for a portion of real property (e.g., yard or field) and is commonly used to control access, to confine, or to mark a boundary. **Unless otherwise specifically provided, the term "fence" does not include temporary barriers, including, but not limited to, silt fencing or other erosion controls, or temporary construction barriers.**

**Ordinance: 107-32(d) Vision Clearance** On a corner lot, no structure, fence retaining wall, or berm with a height greater than 36" above the top of the curb may be constructed, placed, planted, maintained or allowed to grow within 15 feet of the intersection of the right-of-way lines of the two streets bordering the lot.

**Analysis-** Temporary construction fences and silt fences may be placed at the property line *except* when they violate the vision clearance ordinance. In those instances, staff will work with contractors to relocate the construction fence at the corner in order to provide sufficient visibility for motorists.

### Construction Materials Staging

**Ordinance: Sec. 101-252. Storage of job site materials and equipment.**

Building materials and equipment may only be stored on the property and within view of the public or an adjoining property as long as the building permit has not expired and construction work is active and progressing. If active construction work ceases or no substantial progress is made for more than four consecutive weeks, all building materials and equipment stored on the property must be removed from the property within ten days after the end of such four-week period. The penalty for violating this subsection may not exceed \$100.00 per day that the materials or equipment remain on the property.

**Ordinance: 101-247 Portable toilets and receptacles**

*(e) Exceptions applicable to prohibited receptacles and portable toilet. A receptacle or portable toilet is permitted:*

- (1) During the pendency of a building permit affecting the property but not longer than a period of ten days after active and progressing construction work pursuant to such building permit for such property ceases. Construction work shall be deemed not to be active and progressing if such work ceases or no substantial progress is made for more than four consecutive weeks; and
- (2) During the pendency, not to exceed 90 days, of construction, renovation or landscaping activity for which no building permit is required pursuant to the terms of this Code, if the owner of the affected property first submits a registration to the city secretary on a form promulgated by the building official indicating the nature of the work and the number of receptacles or portable toilets to be used and the commencement date for their use.



**Ordinance: Sec. 101-253 – Construction sites to be kept clean**

(a) All construction sites must be kept clean. Trash and debris associated with any construction may not be allowed to migrate to other lots, properties, or rights-of-way. Each construction site or lot must have a solid-sided trash container of sufficient size to contain the trash and debris generated on the site. The trash container must be located on the site, unless otherwise allowed in writing by the city. The trash in the container must be removed and properly disposed of without allowing the container to be overfilled. All trash or debris that drifts or spills onto the site, other lots, properties or rights-of-way must be picked up and securely placed in the trash container or otherwise properly disposed of on a daily basis.

**Analysis-** There are no restrictions in the code as to where on the premises portable toilets and dumpsters may be located. It is up to staff to work with contractors with respect to these items. Because topography varies dramatically, flexibility in the code may be overall beneficial.

**ITEM 2: WHAT USAGE IS ALLOWED OF STREETS FOR MATERIALS DELIVERY AND STORAGE**

**Ordinance: Sec. 101-250 – Storage of dirt, gravel and other pervious materials**

The holder of a building permit shall enclose with a silt fence or securely cover with a water-resistant tarp or other material any dirt, fill, gravel, or other pervious material stored on the site for a period in excess of eight hours.

**Ordinance: Sec. 101-252 – Storage of job site materials and equipment**

Building materials and equipment may only be stored on the property and within view of the public or an adjoining property as long as the building permit has not expired and construction work is active and progressing. If active construction work ceases or no substantial progress is made for more than four consecutive weeks, all building materials and equipment stored on the property must be removed from the property within ten days after the end of such four-week period. The penalty for violating this subsection may not exceed \$100.00 per day that the materials or equipment remain on the property.

**Ordinance: Sec. 101-253 – Construction sites to be kept clean**

(a) All construction sites must be kept clean. Trash and debris associated with any construction may not be allowed to migrate to other lots, properties, or rights-of-way. Each construction site or lot must have a solid-sided trash container of sufficient size to contain the trash and debris generated on the site. The trash container must be located on the site, unless otherwise allowed in writing by the city. The trash in the container must be removed and properly disposed of without allowing the container to be overfilled. All trash or debris that drifts or spills onto the site, other lots, properties or rights-of-way



must be picked up and securely placed in the trash container or otherwise properly disposed of on a daily basis.

(b) All building materials, equipment and fill must be stored and accessed from staging areas that are clearly marked on the site plan. These areas shall be designated in places on the lot that are outside the canopy and drip zone of existing trees that are six inches in diameter and greater. If compliance with this requirement is not possible due to the location or size of trees on the property or the size or configuration of the property, the building official will designate the staging areas on the property.

**Analysis: The City's Code of Ordinances is unclear as it relates to public streets and the delivery and storage of materials. The code *is* clear that onsite storage of any pervious material requires silt fencing. There are two ways to interpret the code, both with assumptions. The first interpretation would be to assume that since the code describes "on site" storage, that nothing off premises is allowed, however code does not expressly prohibit it. The other interpretation would be that since a period of 8 hours is described, that an individual could be granted a grace period of 8 hours to relocate materials and provide any necessary silt control. Both are assumptions that are not fully supported by the language of the ordinances.**

### ITEM 3: CONSTRUCTION VEHICLES AND PARKING

**Ordinance: Sec. 101-249. Designated routes for construction vehicles.**

- (a) At the time of issuance of a building permit, the building official or other designee authorized by the city council shall prescribe in writing the routes on streets or parts of streets in the city to be used by all regulated vehicles in connection with the improvement of property authorized by such building permit, which written prescription shall constitute a term of the building permit. The building official or authorized designee shall determine the streets to be used based on the condition of affected streets, the minimization of traffic congestion, other anticipated or regular uses of city streets, and the efficiency and convenience of travel to and from the worksite.

#### **Parking on the proper side of the street**

**Texas Transportation Code – TRANSP 545.303 (a)** An operator who stops or parks on a two-way roadway shall do so with the right-hand wheels of the vehicle parallel to and within 18 inches of the right-hand curb or edge of the roadway.

**Analysis: The building official shall determine a route for construction traffic that seeks to aid in traffic flow, and prevent bottlenecking as much as possible around a particular site. Vehicles must park in accordance with the Texas Transportation code.**

#### **Intersection visibility**



**Texas Transportation Code - TRANSP § 545.302. Stopping, Standing, or Parking Prohibited in Certain Places (Intersection Visibility)**

(a) An operator may not stop, stand, or park a vehicle:

- (1) on the roadway side of a vehicle stopped or parked at the edge or curb of a street;
- (2) on a sidewalk;
- (3) in an intersection;
- (4) on a crosswalk;
- (5) between a safety zone and the adjacent curb or within 30 feet of a place on the curb immediately opposite the ends of a safety zone, unless the governing body of a municipality designates a different length by signs or markings;
- (6) alongside or opposite a street excavation or obstruction if stopping, standing, or parking the vehicle would obstruct traffic;
- (7) on a bridge or other elevated structure on a highway or in a highway tunnel;
- (8) on a railroad track; or
- (9) where an official sign prohibits stopping.

(b) An operator may not, except momentarily to pick up or discharge a passenger, stand or park an occupied or unoccupied vehicle:

- (1) in front of a public or private driveway;
- (2) within 15 feet of a fire hydrant;
- (3) within 20 feet of a crosswalk at an intersection;
- (4) within 30 feet on the approach to a flashing signal, stop sign, yield sign, or traffic-control signal located at the side of a roadway;
- (5) within 20 feet of the driveway entrance to a fire station and on the side of a street opposite the entrance to a fire station within 75 feet of the entrance, if the entrance is properly marked with a sign; or
- (6) where an official sign prohibits standing.

(c) An operator may not, except temporarily to load or unload merchandise or passengers, park an occupied or unoccupied vehicle:





- (1) within 50 feet of the nearest rail of a railroad crossing; or
- (2) where an official sign prohibits parking.
- (d) A person may stop, stand, or park a bicycle on a sidewalk if the bicycle does not impede the normal and reasonable movement of pedestrian or other traffic on the sidewalk.
- (e) A municipality may adopt an ordinance exempting a private vehicle operated by an elevator constructor responding to an elevator emergency from Subsections (a)(1), (a)(5), (a)(6), (a)(9), (b), and (c).
- (f) Subsections (a), (b), and (c) do not apply if the avoidance of conflict with other traffic is necessary or if the operator is complying with the law or the directions of a police officer or official traffic-control device.
- (g) If the governing body of a municipality determines that it is necessary to improve the economic development of the municipality's central business district and that it will not adversely affect public safety, the governing body may adopt an ordinance regulating the standing, stopping, or parking of a vehicle at a place described by Subsection (a)(1), other than a road or highway in the state highway system, in the central business district of the municipality as defined in the ordinance. To the extent of any conflict between the ordinance and Subsection (a)(1), the ordinance controls.

**Ordinance: Sec. 107-32. - Vision clearance.**

- (a) On a corner lot, any tree and any vegetation with a height greater than 36 inches above top of curb may not be placed, planted, or maintained within 15 feet of the intersection of the street surfaces of the two streets bordering the lot.
- (b) A tree existing prior to January 1, 2017, is exempt from the requirements of subsection (a) of this section; provided, however, that the foliage of an exempted tree shall be maintained at a height no lower than 96 inches above the top of curb.
- (c) New plantings, including trees, shall not impede vision of approaching traffic through the intersection.
- (d) On a corner lot, no structure, fence, retaining wall, or berm with a height greater than 36 inches above the top of the curb may be constructed, placed, planted, maintained or allowed to grow within 15 feet of the intersection of the right-of-way lines of the two streets bordering the lot.

**Analysis: The Texas Transportation Code, in conjunction with the Vision Clearance Ordinance provides requirements that should generally allow for visibility. There are topographical conditions in Rollingwood that play a part. Rollingwood City Council may want to consider an intersection striping project that would assist in the enforcement of parking near intersections.**

**Emergency vehicle traffic pathway, ingress/egress**



**\*No state law, or local ordinances could be found related to the prohibition of construction vehicles and emergency traffic. No law could be found that prevented legal parking due to egress concerns.**

#### ITEM 4: WHAT WORK MAY BE DONE WHEN – ALLOWABLE CONSTRUCTION HOURS

##### **Ordinance: Sec. 101-247 – Construction Hours and Conduct**

- (b) *Prohibited days and hours/signage.* Except as provided in subsection (f) of this section, construction or demolition activities shall not be permitted on weekends or city holidays, or between the hours of 7:00 p.m. and the following 7:00 a.m. on weekdays. Except in connection with activity excepted by subsection (f) of this section, the building permit holder shall post on the affected site a sign prescribed by the building official or other designee of the city council site providing notice of the restrictions provided in this subsection. At the permit holder's election, the building official may provide the prescribed sign to be posted and may charge a reasonable fee therefor, based on the cost of production to the city, to be added to the building permit fee.
- (c) (f) *Exceptions to prohibited days and hours of construction and demolition.*
- (d) (1) *Minor construction.* Minor construction and demolition activities include maintenance and repair work normally associated with home or business ownership and occupancy, landscaping, mowing, fencing, or painting, provided that no such activity creates a nuisance condition related to noise, traffic, odor, dust, or other conditions and is not in violation of any other city ordinance.
- (e) (2) *Interior construction activities.* Between the hours of 10:00 a.m. and 4:00 p.m. on Saturdays, interior construction activities are permitted provided the activities:
  - (f) a. Take place wholly within a dried-in structure (i.e., for which exterior veneer and roof are substantially complete);
  - (g) b. Do not require large equipment such as cement trucks, dozers, cranes or dump trucks;
  - (h) c. Do not create a nuisance condition related to noise, traffic, odor, dust, or other conditions and are not in violation of any other city ordinance.
- (i) (3) *Emergency work or work on public utilities.* Emergency work or work on public service utilities or work in the interest of public safety, as may be approved by the city administrator or his designee, is permitted.

##### **Ordinance: Sec. 18-54 Prohibited Noise**

- (8) The continued operation of any device such that the noise level exceeds 60 decibels on the "A" band level, as measured by a sound level meter at the common boundary of the adjacent property.
- (9) Loading, unloading, opening, closing, or other handling of boxes, crates, containers, building materials or similar objects between the hours of 8:00 p.m. and 7:00 a.m. on the following day.



**Analysis:** Minor construction is generally interpreted by staff to be either work that does not require a permit, or work that requires a single-day or trade permit. This may include installation of turf and plants, irrigation system installation, painting, roof repair/replacement, fence installation, HVAC repair or installation at an existing structures where it can be considered maintenance, similarly plumbing and electrical repair and replacement. The ordinances are unclear as to whether or not deliveries outside of designated construction hours are acceptable. Staff has proceeded as though deliveries are not acceptable.

#### ITEM 5: SHOULD HEAVY EQUIPMENT BE RESTRICTED AFTER DARK

**\*No ordinances were found that related to operating equipment and darkness.**

**Analysis:** There should be set construction hours that do not deviate. This means that during certain times of the year, it may be dark during those normal construction hours. Staff does not see an practical way to measure conditions of "darkness."

#### ITEM 6: WHAT CAN BE BUILT IN THE SETBACKS/EASEMENTS/ROW

**Ordinance: Sec. 107-33. - Retaining walls.**

(a) No retaining wall, or portion of a retaining wall with a height greater than 36 inches above the street curb level may be constructed within 15 feet of a front lot line, or side lot line adjacent to the street of a corner lot.

(b) If a retaining wall is constructed at a distance greater than 15 feet from a front lot line, or a side lot line adjacent to the street of a corner lot, the maximum allowable height of the retaining wall above the street curb level may be increased by 12 inches for each additional five feet of distance between the retaining wall and the applicable lot line.

(c) The height of a retaining wall is defined as the vertical distance measured from a reference datum, which may vary with the elevation of the curb at the street, to the top of the retaining wall at the point where the measurement is taken. The reference datum shall be the point where a line, which is level with the top and perpendicular to the face of the curb at the street, intersects the vertical face of the retaining wall.

**Ordinance: Sec. 107-34 Fences – Front Yard**

(5) All fence components shall be a minimum of 15 feet from the curb, or edge of the street pavement where there is no curb;

**Ordinance: Sec. 107-36 – Driveways**

Each driveway shall be located at least five feet from a side lot line and ten feet from a rear lot line.

**Ordinance: Sec. 107-35 Swimming pools and tennis courts**

(e) A deck or apron designed to serve a swimming pool or tennis court shall be located at least five feet from a side lot line and ten feet from a rear lot line.

**Ordinance: 2021-10-20-06 Ordinances Not Yet Codified – Retaining walls**

**Definition:** Retaining Wall means any fence or wall built or designed to retain or restrain lateral forces of soil or other materials, said materials being similar in height to the height of the soil or other materials be restrained.

**ANALYSIS:** Flatwork is generally allowed to occupy the half setback. Flat work includes structures such as decks, driveways and parking pads, and sport courts. Fences and walls which may serve as barriers or drainage features may be located along the property line in side and rear yards. Drainage detention facilities may be located at the property line when approved in conjunction with an onsite detention plan by the City's engineer, and must be installed and maintained in accordance with the Drainage Criteria Manual. Front yard fences may occupy the setback, and in certain instances may be crossing a public utility easement or right-of-way. The code is unclear as it relates to landscaping and retaining walls on interior lots, and on corner lots away from the curb. It appears that the original retaining wall ordinance language seeks to work in conjunction with the vision clearance ordinance to ensure clear visibility around corners, but it is poorly written, and there may be other interpretations. The addition of the retaining wall definition in October was to provide a clear working definition to apply to retaining walls so that they may not serve as fences that would otherwise be in violation of the front yard fence ordinance.

## CONCLUSION:

### **Item 1: RESIDENTIAL PROPERTIES AND MATERIALS STAGING**

In general, the flexibility in the code related to the staging of construction fences, portable toilets, dumpsters, is seen by staff as being beneficial. Creating stricter rules related to staging will result in compliance feasibility issues because of topography. In general, staff does not have difficulty working with contractors when concerns arise, and issues are typically resolved within one business day. Policy suggestions raised by Council may be more helpful than an ordinance that could not be uniformly applied.

### **Item 2: WHAT USAGE IS ALLOWED OF STREETS FOR MATERIALS DELIVERY AND STORAGE**

City code is generally unclear as it relates to public streets and the delivery and storage of materials. It is agreed that public streets should not be used for delivery and storage of materials, however, there are instances with the city's topography of logistical challenges of getting materials onsite, without first unloading them. Certain vehicles may not safely be able to traverse steep driveways. Alternatively doing so may result in damage to those vehicles, or city curbs and rights-of-way. Often times these types of deliveries reported to staff are for residential landscaping materials deliveries which do not otherwise require a permit, and as such, tracking is infeasible. Leaving flexibility in the code, allows us to approach these issues and work with contractors or property owners on a case-by-case basis.

### **Item 3: CONSTRUCTION VEHICLES AND PARKING**

There is unquestionably congestion on public streets from increased construction activities. Without limiting parking to a single street side, staff sees difficulty in reducing this congestion. Limiting traffic to one street side would also be burdensome on homeowners on the side of the street where parking was authorized. It would also create logistical difficulties related to unloading and staging of materials. There appears to be no state law that contemplates emergency vehicle access when vehicles are lawfully parked on public streets.

There are regulations that generally allow for greater visibility at intersections. An intersection striping project would assist in the ease of enforcement of parking regulations around stop signs and intersections. There will always be areas where visibility is difficult due to topographical conditions. Individual intersection improvement recommendations should be considered in those areas.

### **Item 4: WHAT WORK MAY BE DONE WHEN – ALLOWABLE CONSTRUCTION HOURS**

Minor construction is interpreted by staff to be acceptable on weekends as long as that work does not result in the violation of other ordinances. It is generally believed by staff that much of this type of work is being solicited by homeowners, and allowing this type of work on the weekend is likely preferable for those homeowners who work during the week and wish to oversee the work themselves.

### **Item 5: SHOULD HEAVY EQUIPMENT BE RESTRICTED AFTER DARK**





It may be appropriate to have an internal policy for staff operations and emergency repairs to not perform certain city systems repairs at night with heavy equipment, or to supply work lights for the safety of staff and city contractors. That decision could be a policy decision and not one regulated by ordinance. It seems prohibitive to institute an ordinance which would need to be variable based on the time of year.

**Item 6: WHAT CAN BE BUILT IN THE SETBACKS/EASEMENTS/ROW**

Staff feels that the code is clear with what can be allowed in the setbacks, easements and right-of-way with the exclusion of landscaping. No ordinances could be found that prohibit landscaping in rights-of-ways generally. It is typically understood that landscaping in the right-of-way is installed is at the homeowner's risk. Greater clarification for how the city wants to manage landscaping in the right-of-way would be of benefit to staff.

**AGENDA ITEM SUMMARY SHEET****CITY OF ROLLINGWOOD, TEXAS****MEETING DATE: FEBRUARY 16, 2022****Submitted by: Brook Brown**

**Agenda Item \_\_:** Discussion and possible action to update building permit applications to mirror current ordinances and requirements, including Ordinance No. 2018-09-19(B) requiring designation of a responsible person for permit compliance, and discussion and possible action as to current permits not in compliance with ordinance requirements.

**Action requested:** Discussion and possible action with regard to incorporation of requirements of current ordinances into commercial and residential building permit applications including the designation of a responsible person for permit compliance, and to consider appropriate action as to current permits not in compliance with ordinance requirements.

Related documents: Part II. Land Development Code:

[https://library.municode.com/tx/rollingwood/codes/code\\_of\\_ordinances?nodeId=PTIILADECO](https://library.municode.com/tx/rollingwood/codes/code_of_ordinances?nodeId=PTIILADECO)

Form of current residential and commercial building permit applications:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/planning\\_and\\_development/page/4160/resbldnewapp.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/planning_and_development/page/4160/resbldnewapp.pdf)

Demolition permit:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/building/page/4160/demolition\\_application\\_rollingwood.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/building/page/4160/demolition_application_rollingwood.pdf)

Commercial construction permit application:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/planning\\_and\\_development/page/4159/commercial\\_building\\_application.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/planning_and_development/page/4159/commercial_building_application.pdf)

Other related permit applications:

<https://www.rollingwoodtx.gov/planning-development/page/plans-permits-applications>



## Responsible Party Form

Sec. 101-251. - Designation of responsible person for compliance.

- (a) When an applicant for a building permit is a corporation, partnership, limited liability company, or other entity, the applicant shall include in its application for a building permit a written designation of the responsible person for overseeing compliance with applicable regulations and terms and conditions of the building permit throughout the construction of the improvements authorized by the building permit. Such designation shall be signed by the designated responsible person (which person may be an agent of the applicant's contractor, architect or other person overseeing the construction work). The designated responsible person shall be responsible to ensure compliance with applicable regulations in connection with the improvement of property pursuant to the building permit.
- (b) A holder of a building permit may, subject to approval by the building official, substitute another person for the designated responsible person. In reviewing a proposed substitution, the building official shall consider whether the proposed substituted person is an owner of the affected property or a person directly and materially involved in overseeing the completion of the improvements pursuant to the building permit. A designation of a substituted responsible person shall be signed by the substituted responsible person and by an authorized agent of the permit holder.
- (c) A designated responsible person commits an offense if, in connection with the construction of improvements pursuant to the building permit, a violation of a regulation provided in chapters 101 and 107. Such offense shall be punishable by fine as provided in this Code for the applicable violation. Each day that such a violation continues shall constitute a separate offense. Nothing in this subsection (c) of this section shall be construed to relieve any other person, including a building permit holder, of responsibility or culpability for an offense occurring in connection with the construction of improvements pursuant to a building permit.

(Ord. No. [2018-08-15](#), § 1, 8-15-2018; Ord. No. [2018-09-19\(B\)](#), § 1, 9-19-2018) .

Project Address: \_\_\_\_\_

Permit #: \_\_\_\_\_ Permit Type: \_\_\_\_\_

Designation of Responsible Person for Compliance

I \_\_\_\_\_ hereby agree to comply with, and accept responsibility for complying with all City of Rollingwood rules and regulations throughout the building process.

\_\_\_\_\_  
Signature of onsite builder/contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address





## Construction Requirements

- Construction hours are from 7:00 a.m. to 7:00 p.m. Monday through Friday. Construction and demolition are not permitted during City holidays or on weekends.
- Quiet interior construction work is permitted between the hours of 10:00 a.m. and 4:00 p.m. on Saturdays if the work meets the following requirements:
  - Takes place wholly within a dried-in structure;
  - Does not require large equipment such as cement trucks, dozers, cranes or dump trucks;
  - Does not create a nuisance condition related to noise, traffic, odor, dust, or other conditions, and is not in violation of any other city ordinance.
- A sign noting the construction hours shall be posted on site at or prior to the pre-construction meeting, and shall remain for the duration of the project.
- Heavy construction vehicles must comply with designated construction routes.
- Silt fences must be in place before the start of construction, and remain until landscaping is completed.
- Dirt, fill, gravel, or other pervious materials must be stored within a silt fence, or securely covered with a water-resistant tarp.
- Construction sites must be kept clean at all times, free of trash and debris. Construction sites must have a solid-sided trash container, cannot be over filled, and must be regularly emptied.
- The location of portable toilets, construction containers, and materials staging needs to be noted on a site plan and submitted at or before the pre-construction meeting.
- A set of stamped, or otherwise approved plans by the Office of Development Services must be kept on site at all times. No changes to the plans shall be made without approval from the Office of Development Services.
- A copy of the building permit issued by the Office of Development Services shall be kept on site at all times, and shall list all required inspections as detailed in the plan review.

To read the entire code as it relates to the manner of conduction construction, see sections 101-245 to 101-254, or visit:

[https://library.municode.com/tx/rollingwood/codes/code\\_of\\_ordinances?nodeId=PTIILADECO\\_CH101BUCO\\_ARTVIMACOCORE](https://library.municode.com/tx/rollingwood/codes/code_of_ordinances?nodeId=PTIILADECO_CH101BUCO_ARTVIMACOCORE)



**THE CITY OF ROLLINGWOOD**

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**Work Authorization # 07**  
**Vance, Vale, and Bettis Waterlines Replacement**  
**KFA PROJECT # 0764**  
City of Rollingwood General Engineering Services

This work authorization is made pursuant to the terms and conditions of the original Professional Service Agreement dated **November 16, 2020**, by and between K Friese & Associates, Inc. and the City of Rollingwood

**SERVICES PROVIDED BY K FRIESE & ASSOCIATES, INC.:**

Refer to Attachment A for details.

**DELIVERABLES:** Refer to Attachment A for details.

**DURATION:**

This Agreement shall remain in effect until **July 1, 2023**, unless terminated as provided herein, or extended by mutual agreement in writing. This Agreement is subject in all respects to the Terms and Conditions attached hereto and incorporated herein by reference.

**BUDGET:** Time and materials not to exceed **\$188,355.13**: Refer to Attachment B for details.

CLIENT:

CITY OF ROLLINGWOOD

K FRIESE & ASSOCIATES, INC.

SIGNED: \_\_\_\_\_

SIGNED: \_\_\_\_\_

TYPED NAME: Amber Lewis

TYPED NAME: Thomas M. Owens, P.E.

TITLE: City Administrator

TITLE: Executive Vice President

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

Attachments:

Attachment A – Scope

Attachment B – Fees



**ATTACHMENT A – SCOPE OF SERVICES**  
**CITY OF ROLLINGWOOD**  
**VANCE, VALE, AND BETTIS WATERLINES REPLACEMENT**

## **PROJECT DESCRIPTION**

The City of Rollingwood has experienced numerous waterline breaks in the northeast portion of the City's water system, and has determined that the existing lines need to be replaced. The Vance, Vale, and Bettis Waterlines Replacement project consists of approximately 4,000 linear feet of proposed 8-inch potable water pipeline to replace existing 4- and 6-inch diameter water mains in the following locations:

- Vance Lane – from Riley Road to Vale Street
- Vale Street – from Vance Lane to Rollingwood Drive
- Bettis Boulevard – from Riley Road to Vale Street
- Rollingwood Drive – from Vale Street to Timberline Drive

## **SCOPE OF SERVICES**

K Friese + Associates (KFA) will provide engineering services in accordance with the terms and conditions of the Contract, including:

- Preliminary Engineering Services
- Design Phase Services
- Bid Phase Services
- Construction Phase Services

The scope of services to be provided is detailed in the following task descriptions.

### **1. Preliminary Engineering Services**

- 1.1. Project Management - This task includes routine communication with the City, preparation of monthly project status reports; managing subconsultants, manpower, budgets, and schedules; invoicing; implementing and monitoring QA/QC efforts; and other activities associated with managing the project. Anticipated meetings during preliminary engineering include: Project Kickoff Meeting with KFA and key subconsultants to go over the scope of the project; One Progress Meeting with the City during the preliminary engineering phase is anticipated.
- 1.2. Data Collection and Field Visits - KFA will collect available data from various sources including: existing utilities, GIS data, and as-built drawings of roadway/utility improvements. KFA will also perform site visits to identify and locate utility surface features and other potential conflicts to aid in setting the final pipeline alignments.
- 1.3. Environmental and Cultural Resources – Cox|McLain Environmental Consulting, Inc. will provide environmental support for the project as described in their attached Scope of Services.

**ATTACHMENT A – SCOPE OF SERVICES****CITY OF ROLLINGWOOD  
VANCE, VALE, AND BETTIS WATERLINES REPLACEMENT**

- 1.4. Design Survey- CivilCorp will perform a design survey consisting of trees, surface features, property lines and 1-foot topographic lines. See attached Scope from CivilCorp for additional information.
- 1.5. Geotechnical Investigation - Raba Kistner Consultants, Inc. will perform 8 geotechnical borings, each 15-feet deep, along the project route; conduct appropriate laboratory testing; and summarize the field investigation results and bedding, earthwork, and pipe design recommendations in a Geotechnical Report.

**2. Design Phase Services**

- 2.1. Project Management - This task includes routine communication with the City, preparation of monthly project status reports; managing subconsultants, manpower, budgets, and schedules; invoicing; implementing and monitoring QA/QC efforts; and other activities associated with managing the project. Attendance at 4 Progress Meetings, anticipated to be held monthly with the City Staff.
- 2.2. QA/QC and Constructability Reviews - KFA will conduct both Project Design Team (PDT) and Independent Technical Review Team (ITRT) QA/QC reviews.
- 2.3. Plan Preparation - KFA will prepare construction plans (11"x17" sheets) suitable for public bidding to include notes, plan and profile sheets, details, environmental protection, and traffic control. Plan and profile sheets for pipelines shall be at 1"=40' horizontal and 1"=4' vertical scale. For budgeting purposes, it is estimated that the plans will consist of 30 total sheets.
- 2.4. Contract Documents & Technical Specifications - KFA will develop a Project Manual consisting of Standard Construction Contract Bid Documents and Technical Specifications. Special Provisions to the Standard Technical Specifications and Special Specifications will be developed, if required for the project.
- 2.5. Engineer's Opinion of Probable Construction Cost - Cost estimates will be prepared/updated and submitted with each design submittal, 50%, 100% and Final. The final OPCC will include a tabulated summary of quantities broken down by plan sheets.
- 2.6. Design Submittals - Progress submittals will be provided at the 50%, 100% and Final design phases. 50% and 100% submittals will consist of the following:
  - 3 Plan Sets
  - 3 sets of the Project Manual (Table of Contents only at 50%)
  - Electronic (PDF) Copies of Plans and Specifications
  - Engineer's Opinion of Probable Construction Cost
  - Updated Project Schedule
  - Response to written review comments

**ATTACHMENT A – SCOPE OF SERVICES**  
**CITY OF ROLLINGWOOD**  
**VANCE, VALE, AND BETTIS WATERLINES REPLACEMENT**

The Final Submittal will include:

- One original set of plans
- One original Project Manual
- Electronic copy of plans and Project Manual
- Engineer's Opinion of Probably Construction Cost
- Electronic files (AutoCAD) of the survey, basemap, and proposed pipeline alignments, including geotechnical bore hole locations

- 2.7. Public Involvement Assistance - KFA will prepare materials for and attend one (1) public meetings to be organized and led by the City during the design phase.

### **3. Bid Phase Services**

- 3.1. Project Management - This task includes routine communication with the City; managing manpower, budgets, and schedules; invoicing; and other activities associated with managing the project.
- 3.2. Pre-Bid Conference - KFA will assist the City in conducting one (1) pre-bid conference. KFA will attend the pre-bid and present the project and assist in answering questions.
- 3.3. Bidder Questions - KFA will assist the City in responding to technical questions received from bidders during the bid phase of the project.
- 3.4. Addenda - KFA will assist the City in preparing and issuing required Addenda to the bidders. Preparation and issuance of two (2) Addenda has been assumed for budgeting purposes.
- 3.5. Bid Opening and Award Recommendation - KFA will attend the bid opening, perform all bid tabulation, review bids, perform reference checks, and make an award recommendation to the City.

### **4. Construction Phase Services**

- 4.1. Project Management - This task includes routine communication with the City; managing manpower, budgets, and schedules; invoicing; and other activities associated with managing the project.
- 4.2. Conformed Documents - KFA will incorporate addenda items in the construction plans as appropriate and reproduce and distribute the documents.
- 4.3. Pre-Construction Conference - KFA will attend a pre-construction conference with the City, Contractor, and other parties as appropriate, and prepare the meeting minutes.

**ATTACHMENT A – SCOPE OF SERVICES****CITY OF ROLLINGWOOD  
VANCE, VALE, AND BETTIS WATERLINES REPLACEMENT**

- 4.4. Construction Progress Meetings - KFA will attend regular construction progress meetings with the City, Contractor, and other parties as appropriate, including preparing the meeting minutes. For budgeting purposes, we have assumed 20 meetings to take place twice a month for 10 months.
- 4.5. Site Visits - KFA will visit the site (20 visits) to check the progress of the work and verify general conformance with the project plans and technical specifications.
- 4.6. Submittal Reviews - KFA will maintain a log of all Contractor submittals, track review progress, review and approve submittals, and distribute submittals to the appropriate parties.
- 4.7. Pay Application Review - KFA will review the Contractor's pay applications (10) after approval by the on-site Inspector and make recommendations for payment.
- 4.8. Change Orders - KFA will review all Contractor's requests for Change Orders and prepare Change Orders as appropriate. For budgeting purposes we have assumed two (2) change orders.
- 4.9. Requests for Information - KFA will provide answers to requests for information (RFI's) from Contractor as related to possible conflicts and clarifications needed between plans and specifications. Four (4) RFI's have been assumed.
- 4.10. Contract Close-Out – KFA will attend a final project walk-through, document “punch list items,” and issue an Engineer's Concurrence for Project Acceptance letter. KFA will also notify TCEQ and other jurisdictional agencies of project completion.
- 4.11. Record Drawings – KFA will use the Contractor's redline as-built drawings to document as-built conditions in the final record drawings. KFA will supply the City with one set of reproducible record drawings and provide one set of record drawings in electronic format.

**GENERAL ASSUMPTIONS**

1. No proposed easements are expected for the project.
2. Utility relocations for water and wastewater utilities will be limited or not required. No relocations of dry utilities are included.
3. Subsurface utility engineering (SUE) is not included in this scope.
4. Impacts to regulated floodplains are not anticipated.
5. All review, inspection, and permit fees will be paid for directly by the Owner.
6. Owner will provide to KFA all data in Owner's possession relating to KFA's services on the Project. KFA will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by the Owner.

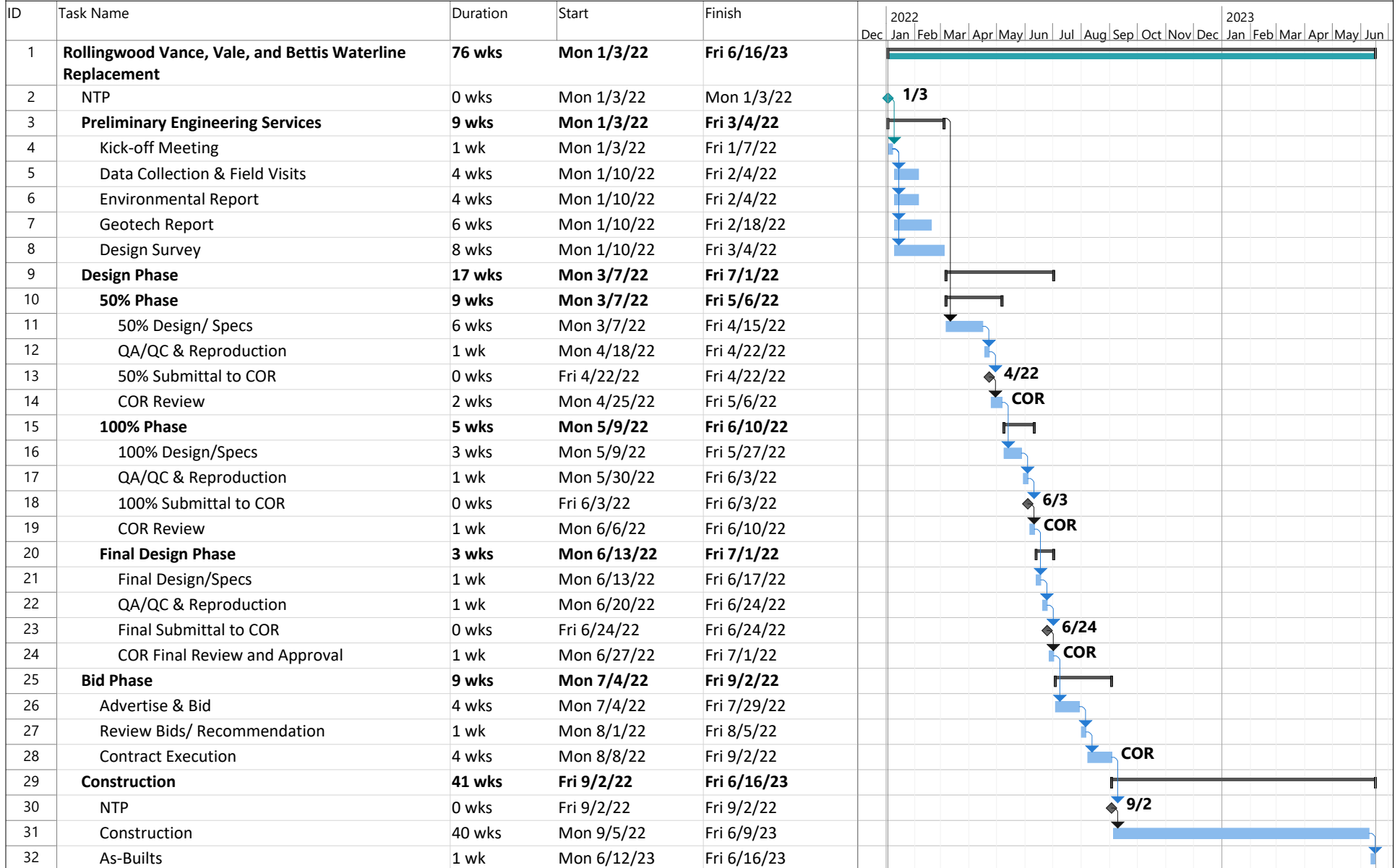
**ATTACHMENT A – SCOPE OF SERVICES****CITY OF ROLLINGWOOD  
VANCE, VALE, AND BETTIS WATERLINES REPLACEMENT**

7. Owner will give prompt notice to KFA whenever Owner observes or becomes aware of any development that affects the scope or timing of KFA's services.
8. The Owner shall examine information submitted by KFA and render in writing or otherwise provide comments and decisions in a timely manner.



Attachment B - KFA MANPOWER/BUDGET ESTIMATE CITY OF ROLLINGWOOD GENERAL ENGINEERING SERVICES VANCE, VALE, AND BETTIS WATERLINES REPLACEMENT														
Date: 11/11/2021														
Hourly Bill Rate		\$ 260.00	\$ 205.00	\$ 178.00	\$ 106.00	\$ 114.00	\$ 85.00	Subconsultants						
Task	Quality Manager Hours	Senior Project Manager Hours	Project Engineer Hours	EIT Hours	Senior CADD Operator Hours	Clerical Hours	Total Labor Hours	Total Labor Cost	CivilCorp Cost	Raba Kistner Cost	Cox McLain Cost	Expenses Cost	Total Cost	
A PRELIMINARY ENGINEERING SERVICES														
1 Project Management		8				2	10	\$1,810.00				\$0	\$1,810.00	
2 Data Collection and Site Visits		1	2	4	4		11	\$1,441.00				\$0	\$1,441.00	
3 Environmental and Cultural Resources		1	2	2			5	\$773.00			\$10,892	\$0	\$11,665.00	
4 Design Survey		1	2	2	4		9	\$1,229.00	\$58,083			\$0	\$59,312.13	
5 Geotechnical Investigation		1	2	2			5	\$773.00		\$13,500		\$0	\$14,273.00	
Task A Subtotal	0	12	8	10	8	2	40	\$6,026.00	\$58,083.13	\$13,500.00	\$10,892.00	\$0	\$88,501.13	
B DESIGN PHASE SERVICES														
1 Project Management		20				4	24	\$4,440.00				\$0	\$4,440.00	
2 QA/QC and Constructability Reviews	8						8	\$2,080.00				\$0	\$2,080.00	
3 Plan Preparation		20	48	96	48		212	\$28,292.00				\$0	\$28,292.00	
4 Contract Documents and Technical Specifications		8	20	32			60	\$8,592.00				\$0	\$8,592.00	
5 Engineer's Opinion of Probable Construction Cost		4	8	16			28	\$3,940.00				\$0	\$3,940.00	
6 Design Submittals		2	4	8			14	\$1,970.00				\$0	\$1,970.00	
7 Public Involvement Assistance		2	4	4			10	\$1,546.00				\$0	\$1,546.00	
Task B Subtotal	8	56	84	156	48	4	356	\$50,860.00	\$0.00	\$0.00	\$0.00	\$0	\$50,860.00	
C BID PHASE SERVICES														
1 Project Management		12	8			4	24	\$4,224.00				\$0	\$4,224.00	
2 Pre-Bid Conference		1	2	2			5	\$773.00				\$0	\$773.00	
3 Bidder's Questions		2	4	4			10	\$1,546.00				\$0	\$1,546.00	
4 Addenda		2	4	8			14	\$1,970.00				\$0	\$1,970.00	
5 Bid Opening and Award Recommendation		1	4	8			13	\$1,765.00				\$0	\$1,765.00	
Task C Subtotal	0	18	22	22	0	4	66	\$10,278.00	\$0.00	\$0.00	\$0.00	\$0	\$10,278.00	
D CONSTRUCTION PHASE SERVICES														
1 Project Management		16	8			12	36	\$5,724.00				\$0	\$5,724.00	
2 Conformed Documents		1	2	4			7	\$985.00				\$0	\$985.00	
3 Pre-Construction Conference		1	2	2			5	\$773.00				\$0	\$773.00	
4 Construction Progress Meetings (20)		8	20	12			40	\$6,472.00				\$0	\$6,472.00	
5 Site Visits (40)		8	40	32			80	\$12,152.00				\$0	\$12,152.00	
6 Submittal Reviews		2	8	16			26	\$3,530.00				\$0	\$3,530.00	
7 Pay Application Reviews (10)		2	6	8			16	\$2,326.00				\$0	\$2,326.00	
8 Change Orders (2)		1	2	2			5	\$773.00				\$0	\$773.00	
9 Requests for Information (4)		2	4	6			12	\$1,758.00				\$0	\$1,758.00	
10 Contract Close-Out		2	4	4			10	\$1,546.00				\$0	\$1,546.00	
11 Record Drawings		1	4	8	8		21	\$2,677.00				\$0	\$2,677.00	
Task D Subtotal	0	44	100	94	8	12	258	\$38,716.00	\$0.00	\$0.00	\$0.00	\$0	\$38,716.00	
Project Totals		8	130	214	282	64	720	\$105,880.00	\$58,083.13	\$13,500.00	\$10,892.00	\$0.00	\$188,355.13	

City of Rollingwood  
Vance, Vale, and Bettis Waterline Replacement  
Design, Bid, & Construction Schedule





**ENVIRONMENTAL INVESTIGATIONS – SCOPE OF SERVICES**  
**City of Rollingwood Waterline**  
**For K Friese and Associates**  
**City of Rollingwood**

**Project Understanding**

Cox|McLain Environmental Consulting, Inc. (CMEC) understands that the City of Rollingwood (City) Proposes installation of approximately 4,000 linear feet of small-diameter waterlines within the existing right-of-way of Vance Lane, Hatley Drive, Bettis Boulevard, Pickwick Lane, Rollingwood Drive, Timberline Drive, and Riley Road. A preliminary project location exhibit is attached.

The City has contracted K Friese and Associates (Engineer) to design these improvements. CMEC understands that the project would most likely be developed using local funding and that neither federal funding nor oversight are anticipated. Therefore, CMEC assumes that the environmental investigations would be conducted in accordance with local, state, and federal laws but would not require assessment and documentation per the National Environmental Policy Act.

CMEC proposes to provide the preliminary environmental services listed below. Additional assumptions and exclusions are provided in the following sections.

**Environmental Services**

CMEC will provide the research, field investigations, and agency coordination to support the tasks discussed below and will present a summary of findings in an Environmental Technical Memorandum.

**Select Resource Surveys**Hazardous Materials

CMEC will contract with a third-party vendor to provide a search of regulatory databases associated with known hazardous materials sites. The search will be compliant with the guidelines of ASTM E1537-13. CMEC hazardous materials specialists will supplement the results of the database search with field observations and provide an assessment of the risk for the project to encounter contaminated soil, groundwater, or other media.

Historic Resources, including Archeology

CMEC understands that the project would be subject to the Antiquities Code of Texas. Based on the project's lack of above-ground construction; known resources in the area; and past land use in and adjacent to the project area, CMEC assumes that Antiquities Code compliance would not require an archeological survey or non-archeological historic resource survey. Furthermore, the scope and setting of the project may not require coordination with the Texas Historical Commission. This scope of services provides for a due-diligence review including background research and regulatory assessment to determine the appropriate compliance pathway. A coordination letter to the THC is provided as a separate task that will only be initiated if conditions warrant.

The due-diligence review will include a search of the Texas Archaeological Resources Laboratory (TARL) and Texas Historical Commission (THC) databases to document known archaeological and non-archeological historic sites in the project area. This information will be combined with additional contextual information (e.g., soils, past disturbance, etc.). If a need for archeological or non-archeological historic resource surveys is identified either during project design, review, or coordination, those services could be provided under a separate scope and fee.

Water Resources and Waters of the US

CMEC resource specialists will provide a permit-compliance summary related to federal, state, regional, and local regulations. Compliance commitments will be summarized in the Environmental Technical Memorandum. This scope of services does not provide for associated agency-coordination document or construction-phase services (e.g., notice of intent, aquifer protection plans, SWP3).

CMEC wetland specialists will assess the project area to determine whether potential waters of the U.S. occur on site. Impacts to waters of the U.S. may require authorization under Section 404 of the Clean Water Act. CMEC will delineate the boundaries of waters of the U.S. and quantify potential impacts to determine the appropriate compliance strategy. CMEC assumes that the project impacts would not exceed the limits associated with a Nationwide Permit (NWP), as administered by the US Army Corps of Engineers (USACE).



(i.e., no Individual Permit required). Additionally, CMEC assumes that impacts would not require a Pre-construction Notification. If these or other USACE coordination requirements are identified during project design or development, these services could be provided under a separate scope and fee.

#### Protected Species Habitat Assessment

CMEC ecologists will assess the project area to determine whether it contains suitable habitat for species protected under state and federal law. This includes potential habitat for various karst-dependent species and Golden-cheeked warblers. CMEC ecologists will consult published data related to species occurrence in the project area and perform research on the project area before conducting field-based habitat assessments. These habitat assessments will include karst species habitat investigations conducted by qualified personnel and completed per current US Fish and Wildlife Service (USFWS) protocols. Karst investigations will not proceed beyond cursory excavations completed using hand tools in 10 minutes or less. Given the location of the proposed project, CMEC assumes that investigations are not likely to discover habitat for karst-dependent species. If such habitat is discovered and additional investigations (e.g., presence absence surveys) or USFWS consultation is required, those services could be provided under a separate scope and fee.

CMEC assumes that the City understands that investigations related to the surface expression of karst habitat does not extend to sub-surface karst features that may provide habitat. If karst voids are accidentally discovered during construction, the City should follow appropriate TCEQ and USFWS regulations and guidance. The project area occurs within the permit area of the Balcones Canyonlands Conservation Plan (BCCP). CMEC assumes that a "Infrastructure Project - Habitat Assessment Application" would be required due to the replacement or update to linear utility equipment within the BCCP Permit area.

#### **Environmental Technical Memorandum**

CMEC will prepare an Environmental Technical Memorandum that summarizes the findings of the resource investigations discussed above. The document will include all agency correspondence, field notes, and research materials, as appropriate. CMEC will address comments provided by the Engineer and/or City after their review of the draft deliverable.

#### **Other services not included, though available for additional scope and fee:**

- Noise barrier analysis
- Air quality modeling
- Notices, Publication fees
- Right-of-entry coordination
- Public Involvement activity preparation or planning
- Edwards Aquifer Protection Plan
- Expert witness services
- Mitigation planning
- Formal presence/absence surveys for any federally listed species
- Formal or informal consultation with the USFWS under the Endangered Species Act
- Construction phase monitoring or services
- Phase 1, Phase 2, or Phase 3 Environmental Site Assessment for Hazardous Materials
- Environmental Documentation per TxDOT requirements.

#### **Deliverables**

CMEC will prepare a THC Coordination Letter and will provide it (after City approval) to the THC for their review. CMEC will provide a draft and final Environmental Technical Memorandum that summarizes the resource assessments discussed above. CMEC will complete the environmental deliverables for a cost not to exceed **\$10,892.00**, as detailed in Exhibit A.

Meghan P. Lind  
 Associate | Senior Ecologist  
 Cox|McLain Environmental Consulting, Inc.

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NAME: Cox McLain Environmental Consulting, Inc.					K. FRIESE & ASSOCIATES - Rollingwood Waterline								
TASK DESCRIPTION	PROJECT MANAGER	QA/QC REVIEWER	SR ENVL SCIENTIST II	SR ENVL SCIENTIST I	ENVL PROF II	ENVL PROF I	ENVL STAFF II	ENVL STAFF I	ENVL TECH II	ENVL TECH I	ADMIN/ CLERICAL		LABOR HOURS & COSTS
Task 1: Resource Investigations													
Project Management, meetings, communications	1				4						4		9
Agency Coordination - in person meetings (not included)													0
Public Involvement (not included)													0
THC Coordination Letter	1	2	2		8		8				1		22
Waters of the US Delineation and Impact Assessment			2	6		6	4						18
Threatened/Endangered Species Habitat Assess.	1		4	10		4	4		8		1		32
Informal/Formal USFWS Consultation per ESA (not included)													0
Hazardous Materials Database Search and Analysis		2			8			4		2			16
Environmental Technical Memorandum, includes BCCP Infrastructure Application		2		12	8		4	4					30
HOURS SUB-TOTALS	3	6	8	28	28	10	20	8	8	2	6		127
CONTRACT RATE PER HOUR	\$138.00	\$71.00	\$113.00	\$95.00	\$83.00	\$73.00	\$60.00	\$53.00	\$45.00	\$39.00	\$50.00		
TOTAL LABOR COSTS	\$414.00	\$426.00	\$904.00	\$2,660.00	\$2,324.00	\$730.00	\$1,200.00	\$424.00	\$360.00	\$78.00	\$300.00		\$9,820.00
% DISTRIBUTION OF STAFFING	2%	5%	6%	22%	22%	8%	16%	6%	6%	2%	5%		
Task 2: THC Coordination													
Regulatory Compliance Letter (no surveys)					4		4						8
HOURS SUB-TOTALS	0	0	0	0	4	0	4	0	0	0	0		8
CONTRACT RATE PER HOUR	\$138.00	\$71.00	\$113.00	\$95.00	\$83.00	\$73.00	\$60.00	\$53.00	\$45.00	\$39.00	\$50.00		
TOTAL LABOR COSTS	\$0.00	\$0.00	\$0.00	\$0.00	\$332.00	\$0.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00		\$572.00
% DISTRIBUTION OF STAFFING	0%	0%	0%	0%	50%	0%	50%	0%	0%	0%	0%		
Labor Subtotal													\$10,392.00
Direct Expenses (Task 1 Only)													
Lodging/Hotel	day/person		\$80.00										\$0.00
Lodging/Hotel Taxes/fees	day/person		\$20.00										\$0.00
Meals	day/person		\$41.00										\$0.00
Mileage	mile	0	\$0.535										\$0.00
Standard Postage	letter		\$0.49										\$0.00
Overnight Mail - letter size	each	0	\$25.00										\$0.00
Overnight Mail - oversized box	each	0	\$30.00										\$0.00
Courier Services	each	0	\$25.00										\$0.00
Photocopies B/W (8 1/2" X 11")	each		\$0.10										\$0.00
Photocopies B/W (11" X 17")	each		\$0.20										\$0.00
Photocopies Color (8 1/2" X 11")	each		\$0.50										\$0.00
Plots (B/W on Bond)	square foot		\$0.50										\$0.00
Plots (Color on Bond)	square foot		\$1.00										\$0.00
Hazardous Materials Database Search	search	1	\$500.00										\$500.00
Geologic Assessment (not included)	report		\$3,000.00										\$0.00
Archeology Equipment - Backhoe Operator (not included)	day/person		\$1,500.00										\$0.00
CDs	each		\$1.50										\$0.00
SUBTOTAL DIRECT EXPENSES													\$500.00
									SUMMARY				
									SUBTOTAL LABOR			\$10,392.00	
									SUBTOTAL NON-LABOR			\$500.00	
									TOTAL			\$10,892.00	



November 10, 2021

K Friese and Associates  
1120 S Capital of Texas Highway, City View 2, Suite 100  
Austin, Tx 78746  
Attn: Greg Blackburn, P.E.

**Re: Fee Proposal for Surveying Services – City of Rollingwood – Water Main Replacement Design Survey**

CivilCorp, LLC is pleased to submit this fee proposal for surveying services for the above referenced project. We propose the following scope of work, deliverables, schedule, fee and exclusions for our services.

**I. SCOPE OF WORK**

CONTROL SURVEY

Control will be set with 1,000-foot maximum spacing between points, including 2 points set beyond the project limits. Control points shall be of material suitable for conditions as determined by a Texas RPLS. A survey control map sheet will be provided in PDF format signed and sealed by a Texas RPLS. Control coordinates will be based on the Texas Coordinate System of 1983 Texas Central Zone (4203), NAD 83 (2011 adjustment Epoch 2010.00) Geoid 18 and NAVD 88 as determined by GPS observations. Control elevations shall be determined by GPS observation and conventional third order level loop.

EXISTING RIGHT-OF-WAY AND PROPERTY LINES

Abstracting will be performed without the use of a title company to gain a determination of the existing right-of-way.

TOPOGRAPHIC SURVEY

The topographic survey shall be within the existing right-of-way as shown on the attached exhibit. Pavement material types will be indicated as determined on the surface. Existing underground utilities will be collected as marked by others per an 811 one call, as well as visible surface features, including trees over 8 inches in diameter. Overhead utilities will be indicated. Gravity sanitary and storm sewers will be located as to top of manholes and inlets, flow line elevations, type, size, and direction of pipes. Water lines will be located by tops of valves, fire hydrants (flush valves) and visible surface features. Cross section of the survey area will be obtained at 50-foot intervals. An existing condition 2-D planimetric topographic survey base map will be provided with text, line types, and feature blocks scaled to be plotted at agreed upon scales

DIGITAL TERRAIN MODEL (DTM)

A three-dimensional surface model or DTM will be created from a TIN which will be based on conventionally collected three-dimensional survey point data including cross sections and other relevant surface elevation points.

**II. FEE**

The estimated fee for the above mentioned Scope of Work for lump sum payment is **\$ 58,083.13**. See attachment A for delineation of the estimated fee.

**Deliverables**

1. Copy of ASCII Points in .txt format
2. Control Sheet in PDF format
3. All CAD files including DTM

**Schedule**

Work will begin 1 week after official notice to proceed is received. The survey is expected to progress as follows:

Complete Control Survey – Week 1

Complete Topographic Survey -Weeks 2 through 5

Complete Existing Right-of-way Survey – Weeks 5 and 6

**Exclusions**

Proposed right-of-way deliverables

Subsurface utility locating

Right of entry agreements

Research easements and property owner information of properties adjoining the right-of-way

Extra work that is not included in our Scope of Work.

If you have any questions or require additional information, please don't hesitate to call me. We are looking forward to working with you on this project.

Very truly yours,

**CivilCorp, LLC**

**K Friese and Associates**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Brandon Absher, RPLS

Project Manager



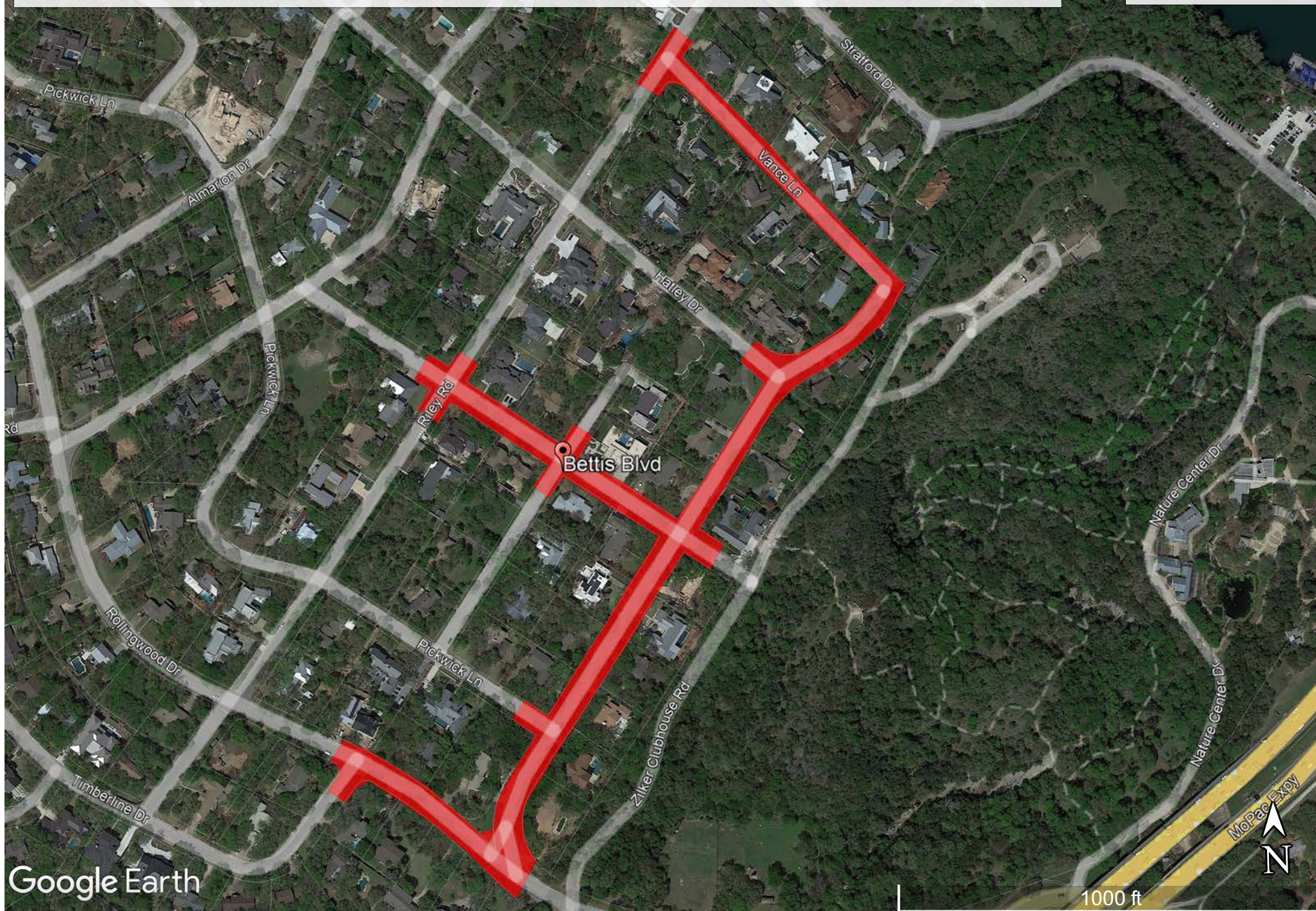
Page 135 of Rollingwood - Vance, Vale, & Bettis Water Main Replacements

Survey entire ROW limits of the area shown, including 50-ft in each direction of intersections

### Legend

15.

 Survey Limits





## Attachment A - Fee Schedule

Method of Payment:

Prime: K Friese and Associates

Project: Vance, vale, and Bettis Water Main Replacement

Subprovider: CivilCorp, LLC. (Surveying Tasks)

Method of Payment: Lump Sum

TASK DESCRIPTION	RPLS- PROJECT MANAGER	SENIOR SURVEY TECH	SURVEY TECH	1-PERSON SURVEY CREW	2-PERSON SURVEY CREW	3-PERSON SURVEY CREW	SENIOR GIS OPERATOR	GIS OPERATOR	ADMIN/ CLERICAL	TOTAL LABOR HRS.	TOTAL TASK COSTS	SHEETS	HOURS PER SHEET
Set Project Control (Estimate 6 control points, 5/8" iron rods with cap)(Includes Texas 811)	2	4	6		20					32	\$ 4,970.00		
Determine Existing Right-of-Way	6	12	24		25		1			68	\$ 9,330.00		
Tie existing utilities marked by 811 one call	2		4		15		1			22	\$ 3,550.00		
Topographic suurvey - tie Road way at 50' sections and all surface features, includes trees 8" diameter or larger, manholes/inverts, etc.	6	12	24		155		1			198	\$ 32,730.00		
Prepare 2D and 3D deliverables	6	16	24							46	\$ 5,150.00		
Prepare control sheets	3	4	8							15	\$ 1,735.00		
										0			
HOURS SUB-TOTALS	25	48	90	0	215	0	3	0	0	381	\$57,465.00		
CONTRACT RATE PER HOUR	\$165.00	\$110.00	\$100.00	\$130.00	\$180.00	\$215.00	\$120.00	\$95.00	\$90.00				
TOTAL LABOR COSTS	\$4,125.00	\$5,280.00	\$9,000.00	\$0.00	\$38,700.00	\$0.00	\$360.00	\$0.00	\$0.00				
% DISTRIBUTION OF STAFFING	7%	13%	24%	0%	56%	0%	1%	0%	0%				
SUBTOTAL										\$57,465.00			

OTHER DIRECT EXPENSES	UNIT		QUANTITY	NOTES						COST
		MAXIMUM								
Mileage	Mile	\$ 0.575	1075							\$ 618.13
SUBTOTAL DIRECT EXPENSES										\$618.13

SUMMARY	
TOTAL LABOR COSTS	\$57,465.00
NON-SALARY (OTHER DIRECT EXPENSES)	\$618.13
TOTAL	\$58,083.13

[Delivery by Email: [gblackburn@kfriese.com](mailto:gblackburn@kfriese.com)]

Proposal No. PAA21-222-00  
November 3, 2021

Mr. Greg Blackburn, P.E.  
Associate  
K Friese + Associates  
1120 South Capital of Texas Highway, CityView 2, Suite 100  
Austin, Texas 78746

8100 Cameron Road, Suite B-150  
Austin, TX 78754

P 512.339.1745  
F 512.339.6174  
TBPE Firm F-3257

[WWW.RKCI.COM](http://WWW.RKCI.COM)

**RE: Proposal for Geotechnical Engineering Study  
Rollingwood Waterline Replacement  
Vale Street, Rollingwood Drive, Bettis Boulevard, Vance Lane  
Rollingwood, Texas**

Dear Mr. Blackburn:

RABA KISTNER Consultants, Inc. (RKCI) is pleased to submit this proposal for Geotechnical Engineering Services for the above referenced project. The broad objectives of our study will be to determine soil conditions at the site and to develop design recommendations and construction guidelines for the proposed water main replacement project in Rollingwood, Texas. Described in this proposal are:

- our understanding of pertinent project characteristics;
- our proposed scope for field and laboratory study;
- our proposed scope for engineering evaluation and reporting;
- our tentative project schedule; and
- our lump sum study cost.

### **Project Description**

Under consideration in this study is waterline replacement at Rollingwood Drive from Timberline Drive to Vale Street, Vale Street from Rollingwood Drive to Vance Lane, Bettis Boulevard from Riley Road to Vance Lane, and Vance Lane from Riley Road to Vale Street in Rollingwood, Texas. The total length of the project is estimated to be 4,000 linear feet. Construction is anticipated to be completed using open cut trench construction. The site is developed and paved with asphalt drives.

### **Field Study**

To explore subsurface soil conditions at this site, RKCI recommends drilling 8 borings to an approximate depth of 15 ft below the existing ground surface utilizing a truck mounted drilling rig as presented on the attached preliminary Boring Location Map.

Samples will be taken using conventional Shelby tube, split-spoon, and NX rock core sampling techniques. The borings will be located in the field utilizing a recreation grade hand-held GPS device. Our scope of service does not include surveying in the boring location. The boreholes will be backfilled with auger cuttings and bentonite and then patched with asphalt.

Water level readings will be recorded for the open boreholes during drilling and at drilling completion. If free water is encountered during drilling, the RKCI geologist will temporarily suspend drilling operations and





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obtain water level measurements in the open borehole at 5-minute intervals over a 15-minute time period. Water level measurements will also be recorded at completion of drilling prior to backfilling the boreholes with the auger cuttings and spoils generated during the drilling operations.

Samples collected will be retained in our laboratory for 30 days after submittal of the final geotechnical report.

### **Laboratory Testing**

Upon completion of the subsurface exploration, a testing program will be designed to define the strength and classification characteristics of the subgrade soils. The laboratory testing program is anticipated to include moisture content tests, Atterberg Limits (plasticity) tests, unconfined compression tests, and grain size analyses. However, the actual type and number of laboratory tests will be based on the subsurface conditions encountered in the borings. The laboratory testing will be performed in general accordance with applicable ASTM standards.

### **Engineering Report**

The results of the field and laboratory phases of the study will be reviewed by our staff of engineers and geologists. The results of our review, together with the supporting field and laboratory data, will be presented in a written, engineering report. The Geotechnical Engineering Report will include the following information and recommendations, if applicable:

- A boring location map and boring logs;
- A summary of the field and laboratory sampling and testing program,
- A summary of the laboratory test results;
- A review of general site conditions including descriptions of the site, the subsurface stratigraphy, groundwater conditions, and the presence and condition of fill materials, if encountered.
- Pipeline installation considerations, including:
  - pre-installation considerations;
  - excavation equipment;
  - trench safety considerations;
  - open cut trench guidelines;
  - backfill settlement estimations;
  - alternatives to reduce backfill settlement;
  - drainage considerations; and
- Pipeline material specifications.

Our scope of work does not include a geologic fault study nor does it include conducting test pits at the site. Site grading plans can result in changes in the subgrade conditions and alter foundation design recommendations. Final site grading plans will be helpful information in the preparation of our foundation engineering recommendations.

The final report will be produced in a digital PDF and delivered via email.

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### **Tentative Project Schedule**

Based on our present workload and weather permitting, we anticipate that we could begin the field exploration phase of this study within 4 to 5 working days of receiving your written authorization, provided the site is accessible to our truck-mounted drill rig and the Client has supplied us with available information regarding existing utilities and below grade structures on site (if any). The field exploration and laboratory testing phase of the study is expected to take approximately 8 to 7 working days to complete. Engineering analyses and preparation of the engineering report is expected to take an additional two to three weeks to complete. We will be pleased to provide the design team with verbal design information as the data becomes available, once drilling has been completed.

### **Project Cost**

The total lump sum cost for the study scope outlined herein is **\$13,500.00**.

Should unusual soil conditions be encountered in the field that indicates the desirability of significantly broadening the scope of the study, we will contact you to receive authorization before proceeding with any additional work. Additional services will be billed on a unit basis in accordance with our standard fees as indicated on the attached Schedule of Fees for Professional Services.

If available, we request that the Client provide RKCI with a recent plat of the project site, a drawing illustrating existing and proposed construction locations, and preliminary site grading plans prior to the start of our field exploration services. Also, it is our understanding that the Client will provide access to all boring locations for a conventional, truck-mounted drilling rig and that the Client will provide underground utility clearance. RKCI will assist in locating underground utilities, provided the Client submits documentation of existing utility locations. RKCI will take all precautions to prevent damage to property; however, RKCI cannot be responsible for tire rutting, or damage of landscaping.

It should be noted that our study scope and project cost does not include professional time and travel expenses for participation in design team meetings. Furthermore, our estimate does not include professional time for plan review to determine whether the drawings comply with the intent of the geotechnical recommendations.

### **Acceptance**

We appreciate the opportunity of submitting this contract and look forward to working with you in the development of this project, which will be carried out in accordance with this letter and the following attachments:

<u>Attachment</u>	<u>Description</u>
I	Standard Terms and Conditions
II	Schedule of Fees

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Please return one signed copy of this letter proposal to provide written authorization for our firm to complete work on the services outlined herein. Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037.

RKCI considers the data and information contained in this proposal to be proprietary. This statement of qualifications and any information contained herein shall not be disclosed and shall not be duplicated or used in whole or in part of any purpose other than to evaluate this proposal.

Very truly yours,

**RABA KISTNER CONSULTANTS, INC.**

  
Yvonne Garcia Thomas, P.E.  
Vice President

  
Richard T. Shimono, P.E.  
Project Engineer

RTS/YGT: np  
Attachments I & II  
Copies Submitted: Above (1)

Accepted  
By:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



## STANDARD TERMS AND CONDITIONS

### 1. DEFINITIONS.

1.1 **RK.** Raba Kistner, Inc., and / or one of its subsidiaries (Project Control of Texas, Inc. or PC Sports, Inc.) that is being engaged to provide the services to CLIENT in connection with the delivery of the proposal to which these Standard Terms and Conditions relate.

1.2 **CLIENT.** Person, entity or organization for which RK is rendering services regarding the Project.

1.3 **PROJECT.** The activity, venture, plan, building, site or investigation for which CLIENT has engaged RK to provide professional services.

1.4 **CONTRACTOR.** Person, entity or organization providing construction services, including labor and material for the Project.

1.5 **SERVICES.** The professional services to be performed by RK as set forth in the proposal or Agreement to which the Standard Terms and Conditions are attached.

1.6 **AGREEMENT.** RK's proposal accepted by CLIENT and these Standard Terms and Conditions which are incorporated into and made a part of the Agreement.

2. **SERVICES.** RK is being engaged by the CLIENT to render professional services ("Services") involving only RK's advice, judgment and opinion. RK may subcontract all or a portion of the Services performed hereunder. RK shall apply professional judgment in determining the extent to which RK complies with any given standard identified in RK's instruments of professional services. CLIENT expressly acknowledges that RK makes no warranties or guarantees, expressed or implied, regarding the Services.

3. **INFORMATION PROVIDED BY CLIENT.** CLIENT may provide or direct RK to utilize or rely upon certain information ("CLIENT Information") in the performance of RK's services. RK shall be entitled to rely upon such CLIENT Information. RK will not conduct an independent evaluation of the accuracy or completeness of such CLIENT Information and shall not be responsible for any errors or omissions in such information. RK's report, as well as any recommendations, findings, and conclusions made by RK, are dependent on information received from CLIENT. Changes or modifications to the information provided by CLIENT can affect RK's evaluation, recommendations, findings and conclusions, and CLIENT agrees—as a material term of this Agreement—to notify RK immediately, in writing, if CLIENT becomes aware of any such changes or modifications, including changes to the size, scope, location, or other material characteristics of CLIENT's project. The CLIENT shall be responsible for providing

the location of all underground utilities and other structures in the vicinity of RK borings or excavations. RK will not accept responsibility and will not be liable for affecting or damaging any underground utility, underground storage tank, or other subsurface condition not previously identified and located, or improperly located, by the CLIENT, a utility, or a utility locating agency.

4. **SITE ACCESS AND SITE SAFETY.** CLIENT shall provide right-of-entry to the buildings and sites which are the subjects of RK's services. CLIENT represents that it possesses authority for such right-of-entry and that the building/site operator(s) possess the necessary permits and licenses for current activities at the site. RK shall be responsible for supervision and site safety measures of its own employees and subconsultants, but shall not be responsible for the supervision or health and safety precautions of any other parties, including CLIENT, CLIENT's contractors, subcontractors, or other parties present at the site.

5. **SUBSURFACE EXPLORATIONS.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. CLIENT understands RK's layout of boring and test locations is approximate and that RK may deviate a reasonable distance from those locations. RK will take reasonable precautions to reduce damage to the site when performing services; however, CLIENT accepts that invasive services such as drilling, or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the scope of services.

6. **CHANGED CONDITIONS.** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to RK are uncovered or revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, RK may require renegotiation of appropriate portions of this Agreement. RK shall notify the CLIENT of the changed conditions necessitating renegotiation, and RK and the CLIENT shall promptly and in good faith attempt to renegotiate the terms of the agreement affected by the changed conditions. If changes cannot be agreed to with respect to the changed conditions, the parties shall utilize the Dispute Resolution/Litigation procedures in this Agreement.

7. **TESTING AND OBSERVATIONS.** CLIENT understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. RK will provide test results and opinions based on tests and field observations only for the work tested. CLIENT understands that testing and observation are not continuous or exhaustive and are conducted to reduce – not eliminate – project risk. CLIENT agrees to the level or amount of testing performed and the associated risk. CLIENT is responsible (even if CLIENT delegates such responsibility to Contractor) for notifying and scheduling RK to perform these services. RK shall not be responsible for the quality and completeness of contractor's work or Contractor's adherence to the project plans, specifications and other related documents. RK's performance of testing and observation services shall not relieve Contractor in any way from responsibility for defects discovered in Contractor's work or create a

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warranty or guarantee on the part of RK. CLIENT acknowledges that RK will not supervise or direct the work performed by Contractor or its subcontractors and is not responsible for their means and methods.

8. **ESTIMATE OF FEES FOR SERVICES.** If included as part of RK's proposal, RK will, to the best of its ability, perform the scope of services within the proposed fee estimate provided by RK. RK's proposal fees are based upon an estimate of the services required to meet the specifications for the project and following generally accepted engineering practices. The CLIENT recognizes that unforeseen circumstances along with changes in scope and project/contractor's schedules can influence the successful completion of the scope of services within the estimated proposed fees. Because Contractor has sole control over the project and determines the means and methods used to build/construct the project, RK's service fees are estimates and not lump sum or guaranteed maximum fees. The CLIENT is fully responsible for payment for all services provided, including retests of areas or samples that failed to meet Project specifications. The Estimate of Fees is valid for a period of 60 days after RK's proposal is submitted to CLIENT. If RK's proposal is not accepted by CLIENT within 60 days after it is submitted to CLIENT, RK may modify the Estimate of Fees.
9. **REPORTS.** RK may provide CLIENT with written reports in connection with the Services performed. Such reports will present such findings and conclusions as RK may reasonably make with the information gathered while performing its services and provided by CLIENT. The reports may be copied for inclusion in other documents related to the project provided they are reproduced in their entirety. Reports and other instruments of service are prepared for, and made available for, the sole use of the CLIENT, and the contents thereof may not be used or relied upon by others without the express written authorization of RK. Any unauthorized use or distribution of RK's reports shall be at the CLIENT's sole risk and without liability to RK.
10. **TOXIC AND HAZARDOUS MATERIALS.** CLIENT shall provide RK with all information within CLIENT's possession or knowledge related to the potential or presence of toxic or hazardous materials or pollutants at the Project site. CLIENT agrees that RK neither created nor contributed to the creation or existence of any toxic or hazardous materials or pollutants. In no event shall RK be required to sign a hazardous waste manifest or take ownership of any toxic or hazardous materials or pollutants. If unanticipated toxic or hazardous materials or pollutants are encountered while RK is performing its services, RK reserves the right to stop field operations and notify CLIENT and CLIENT assumes responsibility to notify appropriate regulatory agencies. RK and CLIENT must mutually agree to remobilize.
11. **NO THIRD-PARTY BENEFICIARIES.** The services and any report(s) prepared under this Agreement are for the sole benefit and sole use of CLIENT and are not for the use of any other party or person. Only CLIENT may rely upon the services and any report or work product. Nothing in this Agreement, or any subsequent amendments or modifications, or in any report issued under this Agreement, shall create a contractual relationship with

or a cause of action in the favor of any third party against either RK or CLIENT. If CLIENT provides a copy of any report prepared by RK to others, it shall advise the recipient that the information contained in the report is provided for information only and is not to be relied upon by third parties.

12. **LEED PROJECTS.** Unless specifically addressed elsewhere in this agreement, RK has no responsibility or liability, including duty to defend or duty to indemnify, any party (including but not limited to CLIENT, owner, owner's agents, architects, engineers, contractors, construction managers, subcontractors) for the LEED certification process including: developing, producing, or retaining any documentation relating to the calculation of LEED points; and attainment of LEED certification points or LEED ratings.
13. **STANDARD OF CARE.** RK shall perform its professional services in accordance with the standard of care and diligence normally practiced by professional firms in performing services of a similar nature, in the same locality, under similar circumstances. CLIENT expressly acknowledges that RK makes no other warranties or guarantees, expressed or implied, regarding its professional services or its work product.
14. **RISK ALLOCATION.** RK will be responsible only for its own work, and that of its sub-consultants, and not for defects in the work designed or built by others.
15. **LIMITATION OF LIABILITY.** CLIENT AND RK HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING RK'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF RK (AND ITS RELATED ENTITIES, EMPLOYEES, OWNERS, AGENTS, AND REPRESENTATIVES) TO CLIENT (AND THIRD PARTIES GRANTED RELIANCE ON RK'S WORK PRODUCT, OR OTHERWISE SEEKING RECOVERY UNDER THIS AGREEMENT) IS LIMITED TO THE GREATER OF \$100,000 OR THE FEE PAID RK UNDER THIS AGREEMENT, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF RK'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY.
16. **CONSEQUENTIAL DAMAGES.** Neither CLIENT nor RK will be liable to the other for any special, consequential, indirect, incidental or penal losses or damages of any kind, nor will CLIENT or RK be liable to the other for losses, damages, or claims, regardless of how defined, related to: lost profits; unavailability of property or facilities; shutdowns or service interruptions; loss of use, revenue, opportunity, or inventory; use charges, carrying costs, cost of substitute facilities, goods, or services; cost of capital, or claims of any other party and/or its customers.
17. **SUSPENSION OF SERVICES.** If CLIENT fails to make payments when due or otherwise is in breach of this Agreement, RK may suspend performance of services upon seven (7) calendar days' notice to CLIENT. RK shall have no liability whatsoever to CLIENT for any costs or damages as a result of such suspension. Upon payment in full by CLIENT, RK may resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for RK to resume performance. Payment of invoices shall not be subject to any discounts or set-offs by CLIENT unless agreed to in writing by RK. Payment to RK for services rendered and expenses incurred will be due and payable regardless of any subsequent suspension or termination of this Agreement by either party. CLIENT shall not make any changes to RK's banking and deposit information or payment instructions unless CLIENT



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communicates the requested changes to RK orally and in writing and obtains written confirmation from an RK officer that the requested changes are legitimate and authorized by RK. If CLIENT makes a payment to a third party instead of to RK based on an unauthorized request to CLIENT for a change to RK's banking and deposit information or payment instructions and without obtaining written confirmation of the change from RK, CLIENT will remain liable to RK for payment of the amount of the unauthorized payment.

18. **WAIVER OF SUBROGATION.** To the extent damages are covered by property insurance, or any other available insurance coverage, CLIENT and RK waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages. CLIENT agrees that CLIENT shall procure or cause to be procured builder's risk insurance or other property insurance for its project. RK and CLIENT waive all rights against each other and any of their consultants, contractors, subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, flood, or other causes of loss to the extent covered by CLIENT's or CLIENT's Contractor's builder's risk insurance, or other available insurance coverage. The policies shall provide waivers of subrogation by endorsement or otherwise. CLIENT shall require of its contractors, consultants, agents and employees similar waivers in favor of RK and its subconsultants. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

19. **OWNERSHIP OF DOCUMENTS.** RK's reports, drawings, plans, specifications, and other documents and deliverables are instruments of professional service ("Instruments of Service") developed by RK in contemplation of a wide array of project-specific variables, including how the documents will be used and by whom. RK shall be the author, owner and custodian of the Instruments of Service, and shall retain all common law, statutory, and other reserved rights, including copyright. By execution of this Agreement, RK grants to CLIENT a limited, nonexclusive license to use the Instruments of Service for purposes of constructing, using, and maintaining the project for which the services are performed, provided CLIENT substantially performs its obligations, including prompt payment of all sums when due, under this agreement.

Upon completion of the services, and payment in full of all monies due RK, CLIENT may retain copies of all such documents. **THE INSTRUMENTS OF SERVICE ARE NOT INTENDED NOR REPRESENTED TO BE SUITABLE FOR REUSE ON EXTENSIONS, MODIFICATIONS, OR ADAPTATIONS OF THE PROJECT, OR ANY OTHER PROJECT. ANY REUSE OF SUCH DOCUMENTS, WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY RK FOR THE SPECIFIC PURPOSE INTENDED, WILL BE AT CLIENT'S SOLE RISK WITHOUT LIABILITY OR LEGAL EXPOSURE TO RK. CLIENT AGREES, TO THE FULLEST EXTENT PERMITTED BY LAW, TO INDEMNIFY, DEFEND, AND HOLD HARMLESS RK, ITS OFFICERS, DIRECTORS, EMPLOYEES, AND CONSULTANTS AGAINST ALL CLAIMS,**

**DAMAGES, LOSSES, AND EXPENSES (INCLUDING REASONABLE ATTORNEYS' FEES, DEFENSE COSTS, AND COURT COSTS) ARISING FROM, OR ALLEGEDLY ARISING FROM, OR IN ANY WAY CONNECTED WITH, THE UNAUTHORIZED REUSE OR MODIFICATION OF THE DOCUMENTS BY CLIENT OR ANY PERSON OR ENTITY THAT ACQUIRES OR OBTAINS THE DOCUMENTS FROM OR THROUGH CLIENT WITHOUT THE WRITTEN AUTHORIZATION OF RK REGARDLESS OF WHETHER SUCH CLAIMS, DEMANDS, OR ACTIONS ARE FOUNDED IN WHOLE OR IN PART UPON ALLEGED NEGLIGENCE OF RK, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR CONSULTANTS.**

Parties other than CLIENT and RK may apply to use an instrument, using a form prepared by RK for that purpose. Others' use of an instrument shall be permitted only when CLIENT and RK both so agree; either shall have the right to forbid use by others. In addition, RK shall make its permission contingent upon the satisfaction of certain conditions when, in RK's professional judgment, such a contingency is necessary.

20. **DISPUTE RESOLUTION/LITIGATION.** All claims, disputes, and other controversies between RK and CLIENT arising out of, or in any way related to, the services provided by RK shall be submitted to mediation, before and as a condition precedent to, other remedies provided by law. Any litigation related to the Agreement or RK's performance of its professional services shall be commenced in a court in Bexar County, Texas. CLIENT consents to personal jurisdiction in the State of Texas and agrees that venue of any litigation shall be in Bexar County, the county where RK's principal place of business is located. CLIENT waives any objection to personal jurisdiction in Texas or to venue in Bexar County. The prevailing party in such litigation will be entitled to recover all court costs, attorneys' fees, and other legally recoverable claim-related expenses. As a condition precedent to mediation and / or litigation related to any claim arising out of the services provided under this Agreement, CLIENT shall obtain a written affidavit from a registered, independent, and reputable professional engineer describing any error, omission or other act by RK that allegedly failed to comply with the professional standard of care applicable to RK's performance of services and provide such affidavit to RK. The affidavit shall comply with the requirements of Texas Civil Practice & Remedies Code Chapter 150.
21. **TERMINATION OF CONTRACT.** CLIENT and RK may terminate RK's services at any time upon ten (10) calendar days' written notice. In the event of termination, CLIENT agrees to fully compensate RK for services performed including reimbursable expenses through the termination date, as well as reasonable demobilization expenses. RK will terminate its services without waiving any claims against or incurring any liability to CLIENT.
22. **STATUTE OF LIMITATIONS.** Any applicable statute of limitations will commence to run and any cause of action shall be deemed to have accrued not later than the earlier of the following: (1) the date of the report issued by RK giving rise to the cause of action; (2) the date on which RK issues its last report under this Agreement; or (3) if RK is retained to perform construction observation, the date of substantial completion of the project.
23. **FORCE MAJEURE.** Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control ("Force Majeure") including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected. Force Majeure may not be claimed as a cause for delay in payment of money due and payable hereunder.

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24. **NO ASSIGNMENT.** Neither RK nor CLIENT shall assign or transfer its interest in this Agreement without the express written consent of the other.
25. **SEVERABILITY.** Each provision of this Agreement is intended to be severable. If any terms or provisions of this agreement shall be held to be invalid, illegal, or unenforceable for any reason whatsoever, the validity, legality, and enforceability of the remaining provisions hereof shall remain in full force and effect and shall not in any way be affected or impaired thereby. Moreover, to the maximum extent allowed by law, the Parties hereto stipulate that any offending provisions will be modified or altered, as necessary, so as to give such provisions the maximum permissible effect and application intended.
26. **ENTIRE AGREEMENT.** This Agreement, and all of its attachments, constitutes the entire, integrated Agreement between the Parties to it, and this Agreement supersedes all other Agreements, oral or written between the Parties, concerning the subject set forth in this Agreement. This Agreement may not be amended except in writing, with that amendment being signed by both Parties.

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Attachment II



### **SCHEDULE OF FEES FOR PROFESSIONAL SERVICES**

<b><u>PERSONNEL:</u></b>	Principal.....	\$135 to \$250/hour
	Professional.....	\$70 to \$200/hour
	Auto Cad Operator.....	\$65 to \$110/hour
	Technical/Clerical/Administrative .....	\$40 to \$80/hour

The specific hourly rate within each classification listed above depends on the experience, special training, and qualifications of the personnel needed for the project. For projects requiring work at any hazardous waste site, there will be a \$10 per hour surcharge added to the normal billing rate for all personnel. Consultants to Raba Kistner (RK) will be charged according to their professional classification.

**EXPENSES:** Use of company automobiles will be charged at \$1.00 per mile. Automobiles and light trucks assigned to field sites will be charged at \$70.00 per day, plus \$1.00 per mile over 50 miles per day. Copies will be charged at \$0.25 per page.

Other project specific charges for use of RK equipment or for RK testing will be in accordance with established fee schedules. All other project specific, third-party costs will be charged at cost plus 15 percent.

Invoices will be submitted monthly for work in progress in our standard format. They are due and payable upon receipt and become past due 30 days after the billing date. Past due invoices may be subject to late charges at the rate of 1-1/2 percent per month (18 percent per annum). In the event that the State of Texas legislates a sales tax on Professional Services, the amount of the tax will be PAYMENT added to the appropriate service rate charged. Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037.

Preparation of non-standard invoice will be charged on a time and materials basis in accordance with the rates in this fee schedule.

**CONDITIONS:** Services will be performed in accordance with our Standard Terms and Conditions.

The proposal to which this schedule is an attachment is valid for 90 days from the date of the proposal.

**AGENDA ITEM SUMMARY SHEET**

**City of Rollingwood**

**Meeting date: February 16, 2022**

**Submitted by: Brook Brown**

**Agenda item \_\_:** Discussion and action with respect to the appointment of a Chair and members to the MoPac South Expansion Task Force.

**Action requested:** Appointment of members to the MoPac South Expansion Task Force.

Mopac South Expansion Task Force - Applications

Name	Application Date
John Hinton	1/24/2022
Gay Erwin	1/30/2022
Thom Farrell	2/4/2022
Wallace Graner	2/8/2022
Victor Alcorta	2/9/2022

Openings

- Chair
- 1
  - 2
  - 3
  - 4





**Ashley Wayman**

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Monday, January 24, 2022 9:14 PM  
**To:** Ashley Wayman  
**Subject:** Form submission from: Application for Boards and Commissions

Submitted on Monday, January 24, 2022 - 9:13pm

Submitted by anonymous user: 24.55.49.228

Submitted values are:

Name John Hinton  
Street Address 2 Jeffery Cove  
Home Phone Number 512-327-5155  
Cell Phone Number 512-431-0428  
E-mail johnirahinton@gmail.com

## Employment

Employer NA  
Occupation Retired  
Business Address NA

## Residency

How long have you been a resident of Rollingwood? 40 years

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. See emailed resume

Upload Resume (Optional)

Previous Service? Yes

If yes, which board or commission and how long? Utility Commission and City Council, six years

## Preferences

If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve? MoPac South Expansion Task Force

Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. I believe I bring relevant experience.

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/3451/submission/2332>



**Ashley Wayman**

---

**From:** John Hinton <johnirahinton@gmail.com>  
**Sent:** Monday, January 24, 2022 9:16 PM  
**To:** Ashley Wayman  
**Subject:** My application to the Mo-Pac Task Force

Hi Ashley,

Please include my resume with my application:

John I. Hinton

Mayor Pro Tem and Member of the Rollingwood City Council.  
Chair and Member of the Rollingwood Utility Commission.

Twenty-two years as a Public Finance Investment Banker, working with

- Cities of Austin, San Antonio, Houston, Dallas and Fort Worth
- Airports in Austin, Houston and DFW
- Convention Centers and Sports Stadiums in Austin, San Antonio, Dallas and Houston
- Texas Public Finance Authority, Texas Water Development Board, Veterans Land Board, Lower Colorado River Authority and Texas Municipal Power Agency.

Member of the Board of the Municipal Advisory Council of Texas.

Education and Professional Certifications:

- MA in Economics, UT Austin
- BBA in Accounting, UT Austin
- Certified Public Accountant (retired)
- Chartered Financial Analyst (retired)

Published on *City of Rollingwood Texas* (<https://www.rollingwoodtx.gov>)

[Home](#) > [Application for Board or Commission](#) > [Webform results](#) > Application for Board or Commission

### Submission information

Form: [Application for Boards and Commissions](#) [1]

Submitted by Visitor (not verified)

Sun, 01/30/2022 - 12:16pm

23.112.36.204

### Name

Gay Erwin

### Street Address

3 Jeffery Cv

### Home Phone Number

512-327-2121

### Cell Phone Number

512-633-5476

### E-mail

gerwin@spartnerships.com

## Employment

### Employer

Strategic Partnerships, Inc.

### Occupation

Vice President - Consultant

### Business Address

Barton Oaks Plaza One, Suite 100, 901 S. MoPac Expressway, Austin, 78746

## Residency

### How long have you been a resident of Rollingwood?

39 years

## Experience

**Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary.**

<https://www.spartnerships.com/team/gay-erwin/>

### Upload Resume (Optional)

### Previous Service?



**If yes, which board or commission and how long?**

But past board member of West Bank Library Board

## Preferences

**If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve?**

MoPac South Expansion Task Force

**Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions.**

Am very concerned about MoPac South expansion; believe Rollingwood needs to have far more input than it has previously.

**Source URL:** <https://www.rollingwoodtx.gov/node/3451/submission/2333>

### Links

[1] <https://www.rollingwoodtx.gov/bc/webform/application-boards-and-commissions>

## Ashley Wayman

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Friday, February 4, 2022 1:01 PM  
**To:** Ashley Wayman  
**Subject:** Form submission from: Application for Boards and Commissions

Submitted on Friday, February 4, 2022 - 1:01pm

Submitted by anonymous user: 24.55.44.212

Submitted values are:

Name Thomas Farrell  
Street Address 3223 Park Hills Drive  
Home Phone Number 512-327-1604  
Cell Phone Number 512-633-6294  
E-mail Westbank@aol.com

## Employment

Employer Self  
Occupation Investments  
Business Address 3223 Park Hills Drive

## Residency

How long have you been a resident of Rollingwood? 42 years

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. Attached

Upload Resume (Optional) [thomas farrell bio 2022.docx](#)

Previous Service? Yes

If yes, which board or commission and how long? Board of Adjustment, Mayor, Task Force

## Preferences

If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve? MoPac South Expansion Task Force

Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. I would like to engage other neighborhoods/goverments to assist Rollingwood on negotiations with the design of South Mopac.

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/3451/submission/2334>



3223 Park Hills Drive  
Rollingwood, Texas  
78746

Phone 512-327-1604  
Cell 512-633-6294  
E-mail  
westbank@aol.com

## **Thomas Wayne Farrell**

---

### **Education**

University of Richmond  
Economics and Finance

Richmond, Virginia

### **Professional experience**

Finance and Lending, Founder-President of RTNT, Inc., Farrell Energy LLC, Dessau Howard LLC, Port Aransas Retreat LLC, FPAR, JV, American Pew and Bench LLC, Rio Colorado Sand and Gravel LLC et al, Corpus Properties LLC, Tierra del Caballo (APB JV), and investments and ownership of water-wastewater retail and wholesale providers, trucking, mining, and other basic industries.

### **Volunteer experience**

Mayor- City of Rollingwood, Four Terms

May 1998 to November 2004

May 2014 to May 2016

Board of Adjustment- City of Rollingwood

Board of Directors- Travis County Emergency District #9(West Lake Fire Dept.)

Board of Directors-Wild Basin Wilderness Park

Board of Directors- West Lake Chamber of Commerce

Citizen of the Year- West Lake Chamber of Commerce

Revenue Generating Task Force-Eanes Independent School District

Long Range Planning Committee-Eanes Independent School District

Task Force-Travis County, City of Austin and City of Rollingwood

Election Judge-Travis County Precinct 307

County, State and National Delegate Democratic Party

Board Member and President of Foster Angels of Central Texas

**Personal**

Wife: Sandra Farrell

Children: Sarah, William Patrick, Kathleen

St John Neumann Catholic Church, Austin, Texas



**Ashley Wayman**

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Tuesday, February 8, 2022 3:59 PM  
**To:** Ashley Wayman  
**Subject:** Form submission from: Application for Boards and Commissions

Submitted on Tuesday, February 8, 2022 - 3:58pm

Submitted by anonymous user: 24.55.45.106

Submitted values are:

Name Wallace Gramer  
Street Address 302 Las Lomas Dr. Westlake Hills (NOT A MAILING ADDRESS!)  
Home Phone Number 512-327-5868  
Cell Phone Number 512-569-9226  
E-mail wallace@graner.com

## Employment

Employer Graner Realty  
Occupation Property Management  
Business Address 3006 Bee Caves Rd. Suite B160

## Residency

How long have you been a resident of Rollingwood? Commercial Property Owner

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. Consultant to McAllen city on Comprehensive Zoning and Building Codes in 1976 to 1980  
Upload Resume (Optional)  
Previous Service? Yes  
If yes, which board or commission and how long? Strike Force

## Preferences

If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve? MoPac South Expansion Task Force  
Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. As a commercial property owner I am vitally interested in improving access to and traffic flow on Bee Caves Rd. and safety

The results of this submission may be viewed at:



**Ashley Wayman**

---

**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Wednesday, February 9, 2022 5:07 PM  
**To:** Ashley Wayman  
**Subject:** Form submission from: Application for Boards and Commissions

Submitted on Wednesday, February 9, 2022 - 5:07pm

Submitted by anonymous user: 23.112.39.147

Submitted values are:

Name Victor Alcorta  
Street Address 303 Vale Street  
Home Phone Number 5126574880  
Cell Phone Number 5126574880  
E-mail victor@alcortalaw.com

## Employment

Employer Alcorta Law Firm  
Occupation Attorney  
Business Address 303 Vale Street

## Residency

How long have you been a resident of Rollingwood? 14 years

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. 25+ year lawyer; 3 years Texas Governor's office and remainder private practice and lobbying  
Upload Resume (Optional)  
Previous Service? No  
If yes, which board or commission and how long?

## Preferences

If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve? MoPac South Expansion Task Force  
Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. I want to support the Council's vision for South Mopac Expansion

The results of this submission may be viewed at:



**Council Liaison Recommendations****2021-2022**

1. Police and Courts – Roxanne McKee
2. Utility Commission – Phil McDuffee
3. Streets and Roadways – Roxanne McKee
4. Park Commission – Alec Robinson
5. Personnel – Gavin Massingill/Alec Robinson
6. Budget – Gavin Massingill
7. Planning and Zoning Commission – Sara Hutson/Brook Brown
8. Board of Adjustment – Sara Hutson/ Brook Brown
9. Rollingwood Community Development Corporation – Phil McDuffee



## Summary of Board and Commission Applications

Updated 2/11/2022

<b>Name</b>	<b>Boards/Commissions Applied For</b>	<b>Application Date</b>	<b>Board/Commission Openings</b>	
Greg Demas	P&Z	2/10/2021		
Victoria Johnson	Park Commission	2/5/2022	P&Z	1
Diana Marie Wallace	Park Commission	2/11/2022	BOA	1 (Alternate Member)
			UC	None
			PC	None
			RCDC	None

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[Home](#) > [Application for Board or Commission](#) > [Webform results](#) > Application for Board or Commission

### Submission information

Form: [Application for Boards and Commissions](#) [1]

Submitted by Visitor (not verified)

Wed, 02/10/2021 - 6:44pm

23.112.37.158

### Name

Greg Demas

### Street Address

2803 Vance Lane

### Home Phone Number

6467990868

### Cell Phone Number

6467990868

### E-mail

gregorydemas@gmail.com

## Employment

### Employer

Q2

### Occupation

Exec

### Business Address

13785 Research Blvd Austin, TX 78750

## Residency

### How long have you been a resident of Rollingwood?

16 months

## Experience

**Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary.**

Resume attached

### Upload Resume (Optional)

[greg\\_demas\\_resume.pdf](#) [2]

If yes, which board or commission and how long?

## Preferences

If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve?

- ~~Board of Adjustment~~
- ~~Park Commission~~
- Planning and Zoning
- ~~Rollingwood Community Development Corporation (RCDC)~~
- ~~Utility Commission~~
- ~~Comp Plan Strike Force~~

Mr. Demas let us know that he only intended to apply for the Planning and Zoning Commission.

**Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions.**

We made a thoughtful and long term decision to move to this community. I want to be an active part in improving it.

**Source URL:** <https://www.rollingwoodtx.gov/node/3451/submission/1781>

### Links

[1] <https://www.rollingwoodtx.gov/bc/webform/application-boards-and-commissions>

[2] [https://www.rollingwoodtx.gov/system/files/webform/greg\\_demas\\_resume.pdf](https://www.rollingwoodtx.gov/system/files/webform/greg_demas_resume.pdf)



# G R E G D E M A S

EXECUTIVE LEADERSHIP — FINANCIAL TECHNOLOGY

## CONTACT

646.799.0868  
 gregorydemas@gmail.com  
 LinkedIn.com/in/gregorydemas  
 Austin, TX

## SUMMARY

Dynamic business executive with a record of high growth at both financial institutions and series A/B fintechs. Rare background comprising successful senior leadership in sales and business development as well as corporate finance, strategy and product development. Seamlessly able to merge these experiences into a comprehensive, differentiated style that results in attracting top talent, rapidly growing companies and inspiring potential clients and the investor community to buy into a vision.

## EDUCATION

### BACHELOR'S DEGREE, FINANCE

University of Illinois at Urbana-Champaign  
 2001 — 2005

## STRENGTHS

High Growth Enabler  
 Recruiter of Top Talent  
 Trusted Board and Investor Collaborator  
 Architect of Modern Company Culture  
 Enterprise Sales and Business Developer  
 Distinguished Public Speaker  
 Strategic and Analytical Discipline

## REFERENCES

Ken Garcia  
 PrecisionLender  
 Co-Founder

Manuel Chinaea  
 Popular Bank  
 Chief Operating Officer

## WORK EXPERIENCE

### VP, SALES

Q2 | 2018 — PRESENT

*\$450mm SaaS company providing digital banking, lending and infrastructure solutions globally to banks and fintechs.*

- Head of sales and business development for the co-founders of PrecisionLender, a Series B lending SaaS company acquired by Q2 for \$510mm in November 2019.
- Currently serving as global head of sales for Q2's lending business, integrating PrecisionLender with other acquired solutions and scaling go-to-market across North America, EMEA and APAC.

### MANAGING DIRECTOR, HEAD OF RETAIL BANKING AND TRANSFORMATION

POPULAR BANK | 2014 — 2018

*A top 50 bank in North America with \$50B in assets.*

- Rebuilt Popular's Commercial franchise, acquiring Doral Bank and coupling its strong leadership team with modernized technology and lending products to double the bank's assets between 2015 – 2018.
- Solved bank funding issues, created by rapid asset growth, by transforming Popular's Retail business. Comprehensive effort included re-architecting its brick & mortar branch model, overhauling customer facing digital experiences and rebranding Banco Popular to Popular Bank.

### VP, FINANCE

JPMORGAN | 2011 — 2014

*JPMorgan's Banking business is the liquidity and payments portion of its global Corporate & Investment bank.*

- Global head of Financial Planning & Analysis for JPM's Banking business, leveraging financial models and executive reporting to partner with business executives in run the business and strategic efforts.

### DIRECTOR, PRODUCT DEVELOPMENT

REWARDS NETWORK | 2006 — 2011

### CREDIT ANALYST

WELLS FARGO | 2005 — 2006

**AGENDA ITEM SUMMARY SHEET****City of Rollingwood, Texas****Meeting Date: February 16, 2022****Submitted by: Brook Brown**

**Agenda Item \_\_\_\_\_:** Discussion and action to set dates for the 2nd and 3rd public workshops on the Comprehensive Plan and discuss tentative dates with respect to the consideration and adoption of the Comprehensive Plan.

**Action Requested:** This agenda item requests Council action to set dates for the 2nd and 3rd public workshops to receive comments on and answer questions regarding the portions of the proposed Comprehensive Plan as described below, and consideration of the schedule for future Council action on adoption of a Comprehensive Plan.

**Set Date for Workshop 2: Current Land Use (p.16-23) and Future Land Use (p. 24-28).**

**Set Date for Workshop 3: Parks and Recreation (p.29-30), and Mobility (p.35-38), including Bee Caves Road and MoPac South impacts.**

**Schedule tentative dates for remaining tasks:**

**Planning and Zoning work session on Final Comprehensive Plan**

**Council action for 1st readings on adoption of Final Comprehensive Plan**

**Council action for 2nd readings on adoption of Final Comprehensive Plan**

See links at:

Comprehensive Plan:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/comprehensive\\_plan\\_strike\\_force/page/5871/final\\_cp\\_draft\\_10\\_12\\_2021.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/comprehensive_plan_strike_force/page/5871/final_cp_draft_10_12_2021.pdf)

Remaining tasks for adoption of Final Comprehensive Plan at:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city\\_council/page/5911/rw-cmp-fact-sheet-double-sided.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/city_council/page/5911/rw-cmp-fact-sheet-double-sided.pdf)

Comprehensive Plan:

[https://www.rollingwoodtx.gov/sites/default/files/fileattachments/comprehensive\\_plan\\_strike\\_force/page/5871/final\\_cp\\_draft\\_10\\_12\\_2021.pdf](https://www.rollingwoodtx.gov/sites/default/files/fileattachments/comprehensive_plan_strike_force/page/5871/final_cp_draft_10_12_2021.pdf)



**Date:** February 16, 2022

**To:** Mayor and Council Members of the City of Rollingwood

**From:** Ashley Wayman, Interim City Administrator

**Subject:** City Administrator's Report

Financials – Highlights of the financials through the month of January 2022:

- As of January 31, 2022, 33% of the Fiscal Year has passed.
- Property taxes collected were up 5% from the amount collected in the same period in FY 20-21.
- Sales taxes collected were up 11% from the amount collected in the same period in FY 20-21.
- The Water Fund balance is currently at \$175,765. The General Fund balance is at \$2,690,602

Since we brought Utility Billing in-house in May, we have been working diligently to understand and operationalize the features of our new utility billing system as well as iron out the problems we encounter. Our main focus at the beginning of the conversion was ensuring that we were still able to bill customers. We then shifted to broadening the payment options that we offered for utility payments. At last month's City Council Meeting we discussed the issues that were uncovered with ACH payments, and have made great progress toward fixing those issues in the last few weeks. We have contacted all affected customers and continue to do so as needed. We also have performed a successful test ACH batch from beginning to end and now have the capability to perform ACH drafts from customers' accounts.

We will continue to work with customers in the coming weeks to understand the best way to resolve outstanding issues with their accounts. I am also working with the Mayor and staff members to conduct a review and analysis of our overall accounts receivable. Once the audit is presented at the March City Council Meeting and we finish this review we will have a clear picture of our steps moving forward.

The 90% design plans for the Nixon/Pleasant drainage project are now complete. We have taken additional comments from residents and stakeholders and incorporated those where possible. We expect to have the final plans in the near future.

The 90% design plans for the Hubbard/Hatley Drainage project are complete, and we have scheduled a pre-100% design plan submittal meeting with the City Engineers. We will also be visiting further with the city's attorney dedicated to this project at the next City Council meeting. We expect to have the final plans for this project in the near future as well.

We are still working on finalizing the SitePro Lift Station Control Policy and contract amendment that the City Council authorized the Mayor to execute at the January City Council Meeting. We are ensuring that all parties involved have input on that policy before it is approved. We are looking forward to having this finalized and to begin utilizing our automated lift station system.



We have an item on this month's agenda to reschedule the March City Council meeting because the regular meeting date falls during the week of spring break. Staff is recommending Wednesday, March 9 for the rescheduled date after a poll of Council Member availability. We will be sending out an updated item submittal and posting timeline after approval of the rescheduled meeting date.

We are in the process of interviewing applicants for the Assistant to the City Administrator position and we hope to make final hiring decisions in the coming week.

I am available by email and cell phone at 737-218-8326. Please let me know if you have any questions or concerns.

Best,

Ashley Wayman  
Interim City Administrator



**THE CITY OF ROLLINGWOOD**

Phone +1 (512) 327-1838

403 Nixon Dr, Rollingwood, TX 78746-5512

[www.rollingwoodtx.gov](http://www.rollingwoodtx.gov)

## Police Department Report - January 2022

Staffing	
Authorized Staff:	9
Current Staff:	8
Hours Worked For Comp:	34.6
Comp Hours Spent:	0
Vacation Hours Spent:	0
Sick Hours Spent:	44
Holiday Hours Worked:	69
Holiday Hours Not Worked :	43
Hours Worked For Overtime:	0
Regular Hours Worked:	711

Possible Liabilities (PD Employees Only)	
Comp Pool Liability (Dollars):	\$ 15,616
Vacation Pool Liability (Dollars):	\$ 33,745
Total Sick Pool Liability (Dollars):	\$ 58,108
Total Possible Liabilities:	\$ 107,469

Fleet	
Vehicles Authorized:	5
Vehicles Operational:	5
Gasoline Used (gal):	304
Total Miles Driven:	3739

Police Activity	
Calls for Service	
Calls Dispatched:	32
Self Assigned Calls:	23
Total Calls for Service:	55
Agency Assists:	42
Police Reports:	8
Theft/Burglary Reports:	2
Arrests	
Misdemeanor Arrests:	0
Felony Arrests:	0
Total Arrests:	0
Proactive Citizen Contacts:	12
Vehicle Accidents	
Minor Accidents:	0
Major Accidents:	0
Total Vehicle Accidents:	0

Ordinance Violations	
Construction:	0
Solicitation:	0
Noise:	0
Tree Related:	0
Animal Related:	0
All Others:	0
Total Ordinance Violations:	0

Traffic Initiatives	
Location 1: School Zone	
Citations/Warnings issued at this Location:	0
Location 2: Park Zone	
Citations/Warnings Issued at this Location:	1
Location 3: Bee Caves	
Citations/Warnings Issued at this Location:	4
	0
Total Citations/Warnings issued during traffic initiatives:	5

Traffic Enforcement	
Total Citations issued:	5
Total Warnings issued:	0
Total Citations and Warnings:	5
Type of Violations:	
Parking Violations:	0
Moving Violations:	2
Non-Moving Violations:	3
Total Violations:	5
Location of Traffic Stops	
City Roadways:	1
Bee Caves Road:	4
Total Traffic Stops:	5

### Chief's Blotter

**Staffing:** Officer Wenzel a Austin area veteran police officer joined RPD and is already covering shifts. One vacancy remains and we continue to screen applicants.

**Fleet:** The final police vehicle that was purchased has been delivered and is in service. All equipment was installed by Dana Saftey Supply in Round Rock.

**Weather:** Other than a period of power loss, there were no disruptions to police operations and our all wheel drive vehicles performed well for the road conditions.

## Chief of Police Report - 2022

Staffing:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Authorized Staff:	9											
Current Staff:	8											
Hours Worked For Comp:	34.6											
Comp Hours Spent:												
Vacation Hours Spent:												
Sick Hours Spent:	44											
Holiday Hours Worked:	69											
Holiday Hours Not Worked :	43											
Hours Worked For Overtime:												
Total Hours Worked:	711											

Possible Liabilities (PD Employees Only)												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Comp Pool Liability (Dollars):	\$ 15,616											
Vacation Pool Liability (Dollars):	\$ 33,745											
Total Sick Pool Liability (Dollars):	\$ 58,108											
Total Possible Liabilities:	\$ 107,469											

Fleet:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Vehicles Authorized:	5											
Vehicles Operational:	5											
Gasoline Used (gal):	304											
Total Miles Driven:	3739											

Police Activity:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Calls for Service												
Call dispatched:	32											
Self assigned calls:	23											
Total Calls for Service:	55											
Total Agency Assists:	42											
Criminal Offense Reports:	8											
Theft/Burglary Reports:	2											
Arrests												
Misdemeanor Arrests:												
Felony Arrests:												
Total Arrests:												
Proactive Citizen Contacts:	12											
Vehicle Accidents												
Minor Accidents:												
Major Accidents:												
Total Vehicle Accidents:												

Ordinance Violations:												
	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Construction:												
Solicitation:												
Noise:												
Tree Related:												
Animal Related:												
All Others:												
Total Ordinance Violations:												

## Traffic Initiatives:

[illegible][illegible]







Change in Total Warrants	0	3-	1	0									1
--------------------------	---	----	---	---	--	--	--	--	--	--	--	--	---

### Other Paid Cases

[illegible]

### Payment Process Methods

[illegible]**Fees and Fines Paid FY 2021-2022**[illegible]

[illegible]



1120 S. Capital of TX Hwy, CityView 2, Suite 100  
 Austin, Texas 78746  
 P: 512.338.1704  
 TBPE Firm No. 6535

## CITY OF ROLLINGWOOD MONTHLY ENGINEERING REPORT February 16, 2022

**Includes Activities and Services from January 1, 2022 to February 9, 2022**

### 1. Site Development Plans (Drainage) and RSDP Review

#### a. Drainage Plan Reviews

Task No.	Project Address	Status	Date Returned
329	304 Vale	<i>In Review</i>	-
321	104 Riley	<i>In Review</i>	-
353	2808 Pickwick	Complete	1/11/2022
363	2407 Vance	<i>In Review</i>	-
368	3020 Hatley	Complete	1/9/2022
349	19 Treemont	Returned Comments	1/6/2022
369	1003 Ewing Circle	Complete	1/9/2022
371	402 Inwood	<i>In Review</i>	-
372	5014 Timberline	<i>In Review</i>	-
373	4814 Rollingwood	<i>In Review</i>	-
374	4 Michele	<i>In Review</i>	-
375	2704 Rollingwood Drive	<i>In Review</i>	-
376	4815 Timberline	<i>In Review</i>	-

#### b. Residential Stormwater Discharge Permit (RSDP)

Task No.	Project Address	Status	Date Returned
-	-	-	-

#### c. Drainage Plan Inspections

Task No.	Project Address	Status	Date Returned
651/364	205 Almarion	Returned Comments <i>Pending Final Inspection</i>	1/3/2022 -
317	210 Ashworth	Complete	1/5/2022
357	1 Randolph	<i>Pending Final Inspection</i>	-

City of Rollingwood  
 Engineer's Monthly Report  
 February 16, 2022  
 Page 2 of 4

## 2. Zoning Reviews for Site Development Plans

Task No.	Project Address	Status	Date Returned
624	104 Riley	<i>In Review</i>	-
645	304 Vale	<i>In Review</i>	-
649	3020 Hatley	Complete	1/9/2022
650	1003 Ewing	Complete	1/9/2022
653	402 Inwood	Complete	1/25/2022
655	19 Treemont	Complete	1/6/2022
654	5014 Timberline	<i>In Review</i>	-
656	4814 Rollingwood	<i>In Review</i>	-
657	4 Michele	<i>In Review</i>	-
658	2704 Rollingwood Drive	<i>In Review</i>	-
659	4815 Timberline	<i>In Review</i>	-

## 3. WORK AUTHORIZATION PROJECT UPDATES

Project	Project Summary	Status	Next steps
WA03 Hubbard, Hatley, Drainage Improvements PS&E	Preparation of plans, specifications and estimates for the development of a construction bid package. Option 2 from the PER has been selected as the preferred option which proposes to construct a storm drain system from the creek at Almarion Way extending upstream to Hatley, Hubbard and Pickwick.	Proposal submitted for consideration at June 16 council meeting to begin detailed design and construction documents.  Intention will be to bid this package together with the Nixon/Pleasant project.	Design in Progress.  Easement coordination.
WA04 Nixon/Pleasant Drainage Improvements PS&E	Preparation of plans, specifications and estimates for the development of a construction bid package. This will include channel improvements and Segment 1 of the storm sewer improvements.	Proposal submitted for Council consideration and approval for July 20 meeting.  Intention will be to bid this package together with the Hubbard/Hatley project.	Design in Progress.  Easement coordination.  Landscape Architect coordination.
WA05 Water CIP	Preparation of a 10-year Capital Improvements Program (CIP). The CIP program will include addressing ongoing maintenance issues and look at the 10-year anticipated growth	Proposal approved at the August 25 council meeting.  Coordination with City staff.  Draft CIP sent to City Staff for review.	Present at City Council..

City of Rollingwood  
 Engineer's Monthly Report  
 February 16, 2022  
 Page 3 of 4

#### 4. General Engineering Services

Task	Assignment Summary	Status	Next steps
General	Coordination with City staff regarding on-going development review services, engineering services, and attendance of meetings at City's request.	On-Going	Regular recurring activities
Water/Wastewater System Modeling & Mapping Updates	Data gathering and review of water/wastewater system infrastructure mapping.  Develop/update wastewater and water system model updates to evaluate current and future system capacity needs.  Utilize model to plan for infrastructure repairs, upgrades, and future growth needs.	Ongoing  Maps submitted to the City.	Updating models as needed.
Water/Wastewater System Data Collection	Coordination/support with Crossroads regarding infrastructure such as valves, pressure planes, and infrastructure.	On-going	Continue coordination to support mapping and KFA modeling efforts.
CCTV and cleaning of sewer mains	Review video, recommend cleaning and repairs if needed, notify TCEQ for compliance.	KFA reviewed video – no cleaning or repairs were observed.  Sent hardcopy letter to TCEQ.	None.
Stratford Drive / Riley Road Traffic Reconfiguration	Reconfigure City of Austin intersection at Stratford and Riley to prevent traffic from Zilker Park cutting across neighborhood. Explore potential traffic calming solutions.  City/KFA is coordinating with City of Austin to determine interim design and implementation solution.	Approval and Implementation by City of Austin.	Traffic counts to be collected by the City for post improvement condition.

City of Rollingwood  
Engineer's Monthly Report  
February 16, 2022  
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Task	Assignment Summary	Status	Next steps
GIS	KFA to maintain and update the City GIS system.	On-going	Transfer GIS system from WSB to KFA.
MS4 Compliance	Coordination with City staff on compliance with the Storm Water Management Permit for the 2021 calendar year.	On-going  Continue coordination and compliance efforts for permit compliance.	Finalize Annual Report for TCEQ.

Submitted By,



Lauren Winek, PE  
Project Manager





## OPERATOR'S REPORT

### City of Rollingwood



February 16, 2022



## MEMORANDUM

To: Ms. Ashley Wayman, Interim City Administrator, City of Rollingwood  
From: Andrew Hunt, Crossroads Utility Services LLC  
Subject: Monthly Report  
Date: 2/9/22

### Previous Directives

### Current Operations Report

#### I. **Utility Operations Report**

##### A. **Billing Report/ Water Accountability** – Please see enclosed water operations report

- a. Bac-t samples have been pulled for January 2021 – all clean samples
- b. We worked to place the City under a boil water advisory on Feb 5<sup>th</sup> due to Austin's notice and rescinded the notice the City on Feb 8<sup>th</sup>.

##### B. **Water System Operations and Maintenance** –

- a. Tested PRVs in the City and found several issues
- b. We replaced hydrants at 304 Almarion, 481 Rollingwood and 300 Wallis Drive

##### C. **Wastewater Collection System Operations and Maintenance** -

- a. We assisted with several grinder pump issues at 4828 Rollingwood, 3222 Park Hills Drive, 2408 Rollingwood and 4904 Timberline

##### D. **Lift Station Maintenance** – *See enclosed report*

#### II. **Customer Service Issues**– No reported issues

#### III. **Emergency Response Items** –We are coordinating with the SitePro improvements at each Lift Station for final implementation. We have provided a draft site control document to the City for review.

#### IV. **Drought Contingency Plan / Watering Restrictions**

- a. Lake Travis Level – 661.05 – Current Storage 781,991 acre-feet (70% full)
- b. The City of Austin is currently in Conservation Stage watering restrictions – (twice per week watering)

- V. **COVID-19** –Crossroads is currently in “Normal” operations phase with 100% of its operational resources reporting as of 2/8/22 (Phase 1 out of 4).

**MEMORANDUM**

To: Ms. Amber Lewis, City Administrator, City of Rollingwood  
From: Andrew Hunt, Crossroads Utility Services LLC  
Subject: Lift Station Report Detail  
Date: 2/9/22

1. Lift Station 1 – Dellana Ln.
  - Found an issue with the low level cut off float and signal
  - Assisted SitePro with replacing relays and testing floats
  - Reviewed backup function of facility
2. Lift Station 2 – Hatley Dr.
  - Replaced the pressure transmitter for site pro system
  - Reviewed system with SitePro
3. Lift Station 3 – Almarion Way
  - Replaced the pressure transmitter for site pro system
  - Reviewed system with SitePro
4. Lift Station 4- Rockway Cv.
  - No reported alarms
  - Reviewed system with SitePro
5. Lift Station 5 – Vale Dr.
  - Reviewed system with SitePro
6. Lift Station 6 – Pleasant Cv.
  - Reviewed system with SitePro
7. Lift Station 7 – Nixon Dr.
  - Reviewed system with SitePro

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
Water Utilities Division

Monthly Operational Report For Public Water Systems Purchasing Treated Water From Another System  
Which Uses Surface Water Sources or Groundwater Sources Under The Influence of Surface Water

PUBLIC WATER SYSTEM NAME: **City of Rollingwood**

System I.D. #: 2270016

Month: **January 2022**

Submitted by:

Date:

No. of Connections: **537**

License #:

Grade:

TREATED WATER PURCHASED FROM A WHOLESALE SUPPLIER				
Date	Quantity (mgd)	Date	Quantity (mgd)	Monthly Summary (mgd)
1	0.302	16	0.331	Total
2	0.303	17	0.258	Monthly
3	0.303	18	0.252	Purchase: 7.957
4	0.290	19	0.117	
5	0.124	20	0.119	Average
6	0.126	21	0.368	Daily: 0.257
7	0.320	22	0.368	
8	0.322	23	0.368	Maximum
9	0.323	24	0.236	Daily: 0.368
10	0.296	25	0.238	
11	0.297	26	0.277	Minimum
12	0.136	27	0.285	Daily: 0.117
13	0.136	28	0.206	
14	0.329	29	0.208	
15	0.330	30	0.206	
		31	0.183	

DISTRIBUTION SYSTEM			
(DISINFECTANT RESIDUAL MONITORING)			
Minimum allowable disinfectant residual:	0.5	mg/L	Percentage of the measurements below the limit this month:
Total no. of measurements this month:			0% (1A)
No. of measurements below the limit:	0		
Percentage of the measurements below the limit last month:			0% (1B)

PUBLIC NOTIFICATION			
TREATMENT TECHNIQUE VIOLATION	Yes/No	If YES, Date when Notice was Given to the:	
More than 5.0% of the disinfectant residuals in the distribution system below acceptable levels for two consecutive months? - see (1A) and (1B)	NO	TCEQ	Customers*

\* A sample copy of the Notice to the customers must accompany this report.

## MASTER METER REPORT

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26.

DISTRICT: **City of Rollingwood**MONTH: **January 2022**LOCATION: **Bee Cave Woods**I.D. #: **2270016**

		METER #07914810	SIZE 6"	METER #18713312	SIZE 3"	TOTAL FLOW	TOTAL GAL PURCHASED	CHLORINE RESIDUAL
DAY	DATE	A	TH GAL	B	TH GAL	TH GAL	MG	mg/L
Sat	1	809074	117.0	49113	182.0	299.0	0.302	2.5
Sun	2	809191	118.0	49295	182.0	300.0	0.303	2.4
Mon	3	809309	118.0	49477	182.0	300.0	0.303	2.6
Tue	4	809427	129.0	49659	161.0	290.0	0.290	2.9
Wed	5	809556	62.0	49820	62.0	124.0	0.124	2.5
Thu	6	809618	63.0	49882	63.0	126.0	0.126	2.8
Fri	7	809681	99.0	49945	210.0	309.0	0.320	2.6
Sat	8	809780	100.0	50155	211.0	311.0	0.322	2.6
Sun	9	809880	100.0	50366	211.0	311.0	0.323	2.5
Mon	10	809980	116.0	50577	159.0	275.0	0.296	2.7
Tue	11	810096	116.0	50736	159.0	275.0	0.297	2.8
Wed	12	810212	55.0	50895	74.0	129.0	0.136	2.3
Thu	13	810267	55.0	50969	74.0	129.0	0.136	2.7
Fri	14	810322	111.0	51043	204.0	315.0	0.329	2.4
Sat	15	810433	112.0	51247	204.0	316.0	0.330	3.0
Sun	16	810545	112.0	51451	204.0	316.0	0.331	2.8
Mon	17	810657	129.0	51655	126.0	255.0	0.258	2.5
Tue	18	810786	129.0	51781	127.0	256.0	0.252	2.7
Wed	19	810915	54.0	51908	63.0	117.0	0.117	2.4
Thu	20	810969	55.0	51971	63.0	118.0	0.119	2.7
Fri	21	811024	113.0	52034	243.0	356.0	0.368	2.3
Sat	22	811137	113.0	52277	243.0	356.0	0.368	2.3
Sun	23	811250	113.0	52520	243.0	356.0	0.368	2.4
Mon	24	811363	72.0	52763	157.0	229.0	0.236	2.6
Tue	25	811435	72.0	52920	158.0	230.0	0.238	2.6
Wed	26	811507	119.0	53078	162.0	281.0	0.277	1.7
Thu	27	811626	120.0	53240	163.0	283.0	0.285	2.5
Fri	28	811746	60.0	53403	149.0	209.0	0.206	2.9
Sat	29	811806	60.0	53552	149.0	209.0	0.208	2.7
Sun	30	811866	60.0	53701	149.0	209.0	0.205	2.6
Mon	31	811926	43.0	53850	139.0	182.0	0.184	2.6
Tue	1	811969		53989				
Total			2895.0		4876.0	7771.0	8.0	
Avg.			93.4		157.3	250.7	0.257	2.6
Max.			129.0		243.0	356.0	0.368	3.0
Min.			43.0		62.0	117.0	0.117	1.7

Operator: \_\_\_\_\_



# MASTER METER REPORT

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26.

DISTRICT: **City of Rollingwood**

MONTH: **January 2022**

LOCATION: **Riley MM**

I.D. #: **2270016**

		METER No S/N	SIZE 6"	METER No S/N	SIZE 3"	TOTAL FLOW
DAY	DATE	A	TH GAL	B	TH GAL	TH GAL
Sat	1	441	0.0	431	3.0	3.0
Sun	2	441	0.0	434	3.0	3.0
Mon	3	441	0.0	437	3.0	3.0
Tue	4	441	0.0	440	0.0	0.0
Wed	5	441	0.0	440	0.0	0.0
Thu	6	441	0.0	440	0.0	0.0
Fri	7	441	0.0	440	11.0	11.0
Sat	8	441	0.0	451	11.0	11.0
Sun	9	441	0.0	462	12.0	12.0
Mon	10	441	0.0	474	21.0	21.0
Tue	11	441	0.0	495	22.0	22.0
Wed	12	441	0.0	517	7.0	7.0
Thu	13	441	0.0	524	7.0	7.0
Fri	14	441	0.0	531	14.0	14.0
Sat	15	441	0.0	545	14.0	14.0
Sun	16	441	0.0	559	15.0	15.0
Mon	17	441	0.0	574	3.0	3.0
Tue	18	441	0.0	577	1.0	1.0
Wed	19	441	0.0	578	0.0	0.0
Thu	20	441	0.0	578	1.0	1.0
Fri	21	441	0.0	579	12.0	12.0
Sat	22	441	0.0	591	12.0	12.0
Sun	23	441	0.0	603	12.0	12.0
Mon	24	441	0.0	615	7.0	7.0
Tue	25	441	0.0	622	8.0	8.0
Wed	26	441	0.0	630	1.0	1.0
Thu	27	441	0.0	631	2.0	2.0
Fri	28	441	0.0	633	2.0	2.0
Sat	29	441	0.0	635	2.0	2.0
Sun	30	441	0.0	637	2.0	2.0
Mon	31	441	0.0	639	1.0	1.0
Tue	1	441		640		
Total			0.0		209.0	209.0
Avg.			0.0		6.7	6.7
Max.			0.0		22.0	22.0
Min.			0.0		0.0	0.0

Operator: \_\_\_\_\_

## MASTER METER REPORT

DISTRICT: **City of Rollingwood**MONTH: **January 2022**LOCATION: **Hatley MM**I.D. #: **2270016**

		METER No S/n	SIZE 6"	METER #151074A	SIZE 3"	TOTAL FLOW
DAY	DATE	A	TH GAL	B	TH GAL	TH GAL
Sat	1	76	0.0	6794	0.0	0.0
Sun	2	76	0.0	6794	0.0	0.0
Mon	3	76	0.0	6794	0.0	0.0
Tue	4	76	0.0	6794	0.0	0.0
Wed	5	76	0.0	6794	0.0	0.0
Thu	6	76	0.0	6794	0.0	0.0
Fri	7	76	0.0	6794	0.0	0.0
Sat	8	76	0.0	6794	0.0	0.0
Sun	9	76	0.0	6794	0.0	0.0
Mon	10	76	0.0	6794	0.0	0.0
Tue	11	76	0.0	6794	0.0	0.0
Wed	12	76	0.0	6794	0.0	0.0
Thu	13	76	0.0	6794	0.0	0.0
Fri	14	76	0.0	6794	0.0	0.0
Sat	15	76	0.0	6794	0.0	0.0
Sun	16	76	0.0	6794	0.0	0.0
Mon	17	76	0.0	6794	0.0	0.0
Tue	18	76	0.0	6794	5.0	5.0
Wed	19	76	0.0	6799	0.0	0.0
Thu	20	76	0.0	6799	0.0	0.0
Fri	21	76	0.0	6799	0.0	0.0
Sat	22	76	0.0	6799	0.0	0.0
Sun	23	76	0.0	6799	0.0	0.0
Mon	24	76	0.0	6799	0.0	0.0
Tue	25	76	0.0	6799	0.0	0.0
Wed	26	76	0.0	6799	5.0	5.0
Thu	27	76	0.0	6804	0.0	0.0
Fri	28	76	0.0	6804	5.0	5.0
Sat	29	76	0.0	6809	3.0	3.0
Sun	30	76	0.0	6812	5.0	5.0
Mon	31	76	0.0	6817	0.0	0.0
Tue	1	76		6817		
Total			0.0		23.0	23.0
Avg.			0.0		0.7	0.7
Max.			0.0		5.0	5.0
Min.			0.0		0.0	0.0

Operator: \_\_\_\_\_

## Sales Tax Revenue

FY 2021-2022	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Total	Current Average
	72,380.73	79,529.64	84,255.00	81,958.78									318,124	79,531

FY 2020-2021	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Total	12 Month Average
	70,776.65	74,920.30	79,286.51	77,436.97	65,213.56	69,320.28	61,788.83	97,371.56	80,219.56	70,604.82	78,433.91	83,284.29	908,657	75,721

Comparison by Month	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Total To Date
Total Increase or Decrease	1,604	4,609	4,968	4,522	-65,214	-69,320	-61,789	-97,372	-80,220	-70,605	-78,434	-83,284	-\$590,533
Total % Increase or Decrease	2.27%	6.15%	6.27%	5.84%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-106.18%	-160.63%

Sales Tax Revenues FY 2019-2020												Total:	\$963,106	12 Mo. Avg.	\$80,258.81
Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20				
91,077.01	74,497	81,278	83,217	100,946	83,922	69,958	96,980	52,200	65,591	76,475	86,963				

Sales Tax Revenues FY 2018-2019												Total:	\$946,727	12 Mo. Avg.	\$78,893.94
Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19				
67,571	73,123	77,158	71,452	80,971	72,136	96,237	79,896	91,090	72,701	87,223	77,169.25				

Sales Tax Revenues FY 2017-2018												Total:	\$789,206	12 Mo. Avg.	\$65,767
Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18				
70,733	72,033	70,289	55,644	57,445	57,218	60,690	58,942	82,731	131,881	71,529	70,733				

Sales Tax Revenues FY 2016-2017												Total:	\$660,679	12 Mo. Avg.	\$55,057
Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17				
60,763	52,993	50,776	58,251	58,466	48,582	57,935	53,949	50,885	53,050	58,131	56,898				

Sales Tax Revenues FY 2015-2016												Total:	\$652,419	12 Mo. Avg.	\$54,368
Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	April-16	May-16	June-16	July-16	Aug-16	Sept-16				
47,352	60,770	52,993	50,776	58,251	58,466	48,582	57,935	53,949	50,885	53,050	58,131				

Sales Tax Revenues FY 2014-2015												Total:	\$652,419	12 Mo. Avg.	\$54,368
Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	April-15	May-15	June-15	July-15	Aug-15	Sept-15				
52,711	53,417	60,449	55,382	70,179	60,870	43,543	51,854	60,473	48,865	51,030	43,645				

Sales Tax Revenues FY 2013-2014												Total:	\$640,482	12 Mo. Avg.	\$53,373
Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	June-14	July-14	Aug-14	Sept-14				
55,277	49,054	61,523	58,436	62,246	49,770	48,155	52,803	50,076	50,043	50,828	52,271				

Sales Tax Revenues FY 2012-2013												Total:	\$582,213	12 Mo. Avg.	\$48,518
Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	April-13	May-13	June-13	July-13	Aug-13	Sept-13				
43,066	36,155	45,606	36,037	60,951	46,029	50,569	52,451	62,850	47,677	51,672	49,150				



**CITY OF ROLLINGWOOD  
PAYMENT AUTHORIZATION**

Date: 1/11/2022 Budget Code: See below  
 Vendor: ATS Engineers/Inspectors/Surveyors Invoice #: See below  
4910 West Hwy 290 Invoice Date: See below  
Austin, TX 78735 Account No. Rollingwood  
 Vendor ID: ATS

Nature of expense/expenditure: \_\_\_\_\_

Justification of expense/expenditure: \_\_\_\_\_

MIP	Description	INCODE	Quantity		Extended Cost
Inv #389825 100/5200/15	Building Plan Reviews	12/17/2021 100-5-15-5251	1	\$0.00	\$0.00
Inv #1-1011710 100/5251/15	Inspections	12/30/2022 100-5-15-5200	1	\$2,150.00	\$2,150.00
			1	\$0.00	\$0.00
			1	\$0.00	\$0.00
			1	\$0.00	\$0.00
			1	\$0.00	\$0.00
			1	\$0.00	\$0.00
				0	
TOTAL COST					\$2,150.00

Approved by: \_\_\_\_\_

Department Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_

Finance Dept: \_\_\_\_\_

Date: 01/11/22

City Secretary: \_\_\_\_\_

Date: \_\_\_\_\_

City Administrator: AW

Date: 1/12/22



# ATS

Engineers | Inspectors | Surveyors

DATE	INVOICE
12/30/2021	I-1017109

City of Rollingwood  
Attn: City Administrator  
403 Nixon Drive  
Rollingwood, TX 78746

P.O. #:	DUE DATE
	1/29/2022

DESCRIPTION	AMOUNT
2nd Pre-Construction Meeting (Passed - 12/17/2021) at 104 Laura Lane, Rollingwood	65.00
Wallboard Inspection (Passed - 12/15/2021) at 2 S. Peak Rd, Rollingwood	65.00
Final Reinspection (Passed - 12/10/2021) at 205 Almarion Way, Rollingwood	65.00
Customer Service Reinspection (Passed - 12/10/2021) at 205 Almarion Way, Rollingwood	65.00
Customer Service Inspection (Failed - 12/8/2021) at 205 Almarion Way, Rollingwood	65.00
Final Inspection (Failed - 12/8/2021) at 205 Almarion Way, Rollingwood	65.00
Pool Bonding Inspection (Passed - 12/16/2021) at 210 Ashworth, Rollingwood	65.00
Final Inspection (Failed - 12/27/2021) at 210 Ashworth, Rollingwood	65.00
Final Inspection (Passed - 12/27/2021) at 2501 Hatley Drive, Rollingwood	65.00
Final Inspection (Partial Passed - 12/27/2021) at 2712 #106 Bee Caves Rd, Rollingwood	75.00
Plumbing Rough Reinspection (Passed - 12/29/2021) at 2810 Pickwick Lane, Rollingwood	65.00
Pre-Construction Meeting (Passed - 12/17/2021) at 301 Nixon, Rollingwood	95.00
Sewer Inspection (Passed - 12/3/2021) at 304 Almarion Drive, Rollingwood	65.00
Plumbing Rough Inspection (Passed - 12/6/2021) at 3220 Park Hills Drive, Rollingwood	65.00
Foundation Pre-pour Inspection - AD (Passed - 12/20/2021) at 3220 Park Hills Drive, Rollingwood	65.00
Slab Ground UFER Inspection (Passed - 12/20/2021) at 3220 Park Hills Drive, Rollingwood	65.00
	Payments/Credits

**Balance Due**

4910 West Hwy 290, Austin Texas 78735  
512-328-6995



# ATS

Engineers | Inspectors | Surveyors

DATE	INVOICE
12/30/2021	I-1017109

City of Rollingwood  
Attn: City Administrator  
403 Nixon Drive  
Rollingwood, TX 78746

P.O. #:	DUE DATE
	1/29/2022

DESCRIPTION	AMOUNT
Plumbing Rough Inspection (Passed - 12/8/2021) at 3225 Park Hills Drive, Rollingwood	65.00
Foundation Pre-pour Inspection - AD (Passed - 12/16/2021) at 3225 Park Hills Drive, Rollingwood	65.00
Layout Inspection (Passed - 12/27/2021) at 401 Vale St, Rollingwood	65.00
Layout Inspection (Passed - 12/17/2021) at 405 Almarion Drive, Rollingwood	65.00
Plumbing Rough Inspection (Passed - 12/17/2021) at 405 Almarion Drive, Rollingwood	65.00
Gas Inspection (Passed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Layout Inspection (Passed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Pool Deck Meeting Inspection (Failed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Water Line Inspection (Passed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Underground Electrical Inspection (Passed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Plumbing Rough Inspection (Failed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Pool Bonding Inspection (Failed - 12/17/2021) at 4701 Timberline Drive, Rollingwood	65.00
Insulation Inspection (Passed - 12/9/2021) at 4919 Timberline Drive, Rollingwood	65.00
Insulation Inspection (Passed - 12/29/2021) at 5012 Timberline Drive, Rollingwood	65.00
	Payments/Credits

**Balance Due**

4910 West Hwy 290, Austin Texas 78735  
512-328-6995





# ATS

**Engineers | Inspectors | Surveyors**

DATE	INVOICE
12/30/2021	I-1017109

City of Rollingwood  
Attn: City Administrator  
403 Nixon Drive  
Rollingwood, TX 78746

<b>P.O. #:</b>	<b>DUE DATE</b>
	1/29/2022

[illegible]

**4910 West Hwy 290, Austin Texas 78735**  
**512-328-6995**

**Abel Campos**

**From:** Elaine Acosta  
**Sent:** Tuesday, January 11, 2022 8:26 AM  
**To:** Abel Campos  
**Subject:** FW: Invoice I-1017109 from ATS Engineers, Inspectors, & Surveyors  
**Attachments:** Inv\_I1017109\_from\_ATS\_Engineers\_Inspectors\_\_Surveyors\_1680.pdf

---

**From:** Lupita Garcia <Lupita\_Garcia@ats-engineers.com>  
**Sent:** Monday, January 3, 2022 6:26 PM  
**To:** Elaine Acosta <eacosta@rollingwoodtx.gov>  
**Subject:** Invoice I-1017109 from ATS Engineers, Inspectors, & Surveyors

**ATS Engineers, Inspectors, & Surveyors**

**Invoice** *Due: 01/29/2022*  
I-1017109

Amount Due: **\$2,150.00**

Dear Customer:

Your invoice-I-1017109 for 2,150.00 is attached. Please remit payment at your earliest convenience.

Thank you for your business - we appreciate it very much.

Sincerely,  
ATS Engineers, Inspectors, & Surveyors

512-328-6995  
ATS-Engineers.com

[View & Pay Invoice](#)





2601 Forest Creek Dr.  
Round Rock, TX 78665  
512-246-1400  
www.crossroadsus.com

## Invoice 8180

Date: January 10, 2022

**Bill To:**

City of Rollingwood  
403 Nixon Avenue  
Rollingwood, TX 78746

DESCRIPTION	Dec-21
	Operations & Maintenance
DESCRIPTION	AMOUNT
Basic Service	\$ 14,915.00
Administrative	\$ -
Lift Station	\$ 2,327.21
Water Distribution	\$ 5,817.96
Wastewater Collection	\$ 9,120.44
Total	\$ 32,180.61

**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: DECEMBER 2021**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MATL	SUBCON	TOTAL
<b>BASIC SERVICE</b>									
334426A	12/30/21	12/30/21	403 NIXON AVENUE	BASIC SERVICE	0.00	0.00	14,915.00	0.00	14,915.00
<b>BASIC SERVICE SUBTOTAL</b>									<b>14,915.00</b>

**LIFT STATION**

329218A	01/07/06	12/03/21	CORW - LS3 - ALMARION WAY	ELEC TECH WORK COMPLETED. OPERATOR REPORTED PHONE LINE NOT WORKING. FOUND THAT WIRE FROM SERVICE BOX TO CONTROL PANEL WAS BAD. REPLACED WIRE AND THE OUTLET, TESTED DIALER.	223.71	152.68	18.63	0.00	395.02
329340A	10/25/21	12/01/21	CORW - LS1 - DELLANA LN	RMS REPORTED PROBLEM. HIGH LEVEL ALARM. KELSEY ON SITE. SLOWLY PUMPING DOWN WET WELL	49.92	22.05	0.00	0.00	71.97
329704A	10/28/21	12/01/21	CORW - LS7 - NIXON DRIVE	PUMP 2 HAD AN OVER-TEMP ALARM. I RESET IT AND LET IT CYCLE BACK THROUGH TO SEE IF IT WOULD TRIP AGAIN AND IT DID SO I LEFT IT OFF AND ALLEN WILL COME TOMORROW AND FIX IT.	99.86	44.10	0.00	0.00	143.96

329716A	10/28/21	12/01/21	CORW - LS7 - NIXON DRIVE	RMS REPORTED PROBLEM. HIGH LEVEL ALARM. NEIGHBOR CALLED IN ACROSS THE STREET SENT JEFF.	16.64	7.35	0.00	0.00	23.99
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329727A	10/29/21	12/03/21	CORW - LS7 - NIXON DRIVE	CHECKED CONTROL PANEL. PUMP 2 WAS NOT WORKING, SO WE CHECKED THE FUSES AND RELAYS. TWO BAD FUSES, REPLACED. CHECKED RUNNING AMPS. HIGH; PUMPED PUMP AND CLEARED OF DEBRIS. REINSTALLED PUMP AND CHECKED FUNCTIONS: NORMAL.	534.26	305.36	71.88	0.00	911.50
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330235A	11/04/21	12/03/21	CORW - LS6 - PLEASANT COVE	FACILITY WORK COMPLETED. LOCK ON	175.92	76.34	14.92	0.00	267.18
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**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: DECEMBER 2021**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MATL	SUBCON	TOTAL
<b>LIFT STATION</b>									
330622A	11/09/21	12/14/21	CORW - L55 - VALE DR	CONTROL PANEL WAS STUCK, SO WE CUT IT OFF AND REPLACED IT.	170.25	152.68	0.00	0.00	322.93
				REPLACED CONCRETE AFTER REPAIRS. PUMP 2 SHOWING MORE RUNTIME HOURS. CHECKED RUN AMPS ON PUMP 1 AND 2. NORMAL. WATCHED LS CYCLE 3 TIMES AND PUMPS ARE ALTERNATING NORMALLY.					
332060A	11/30/21	12/20/21	CORW - L55 - VALE DR	MET WITH SITE PRO. DISCUSSED COMPONENTS IN PANEL THAT NEED TO STAY DUE TO AUSTIN AGREEMENTS. ALSO ASKED THAT THE HARD LINE VERBATIM DIALER REMAIN IN PLACE.	131.86	58.80	0.00	0.00	190.66
<b>WATER DISTRIBUTION</b>									<b>LIFT STATION SUBTOTAL 2,327.21</b>
329712A	11/01/21	12/06/21	3003 BEE CAVE RD	REPLACED METER-NOT REGISTERING. CHECKED A 2" BY PASS FOR METER SWAP NEXT WEEK.	1,521.79	0.00	115.79	0.00	1,637.58
329713A	11/03/21	12/03/21	3001 BEE CAVE RD	REPLACED METER-NOT REGISTERING. WE REMOVED ALL OF THE OLD BOLTS FROM THE METER WE REPLACED THE METER WITH A NEW ONE. MADE SURE THERE WAS NO LEAKS AFTER TIGHTENING.	1,160.08	1,492.32	82.32	0.00	2,734.72
331232A	11/16/21	12/14/21	4705 TIMBERLINE DR	HOUSELINE LEAK. CONTRACTOR HIT PIPE CONNECTING TO ANGLE STOP. WE REPLACED THE BROKEN PARTS AND TURNED WATER BACK ON.	761.44	458.04	83.41	0.00	1,302.89
332129A	12/01/21	12/22/21	IN DISTRICT ROLLINGWOOD	I TOOK A SPECIAL SAMPLE AFTER	44.37	29.40	0.00	0.00	73.77



**BILLED - SERVICE ORDER SUMMARY**  
**BILLING CYCLE: DECEMBER 2021**  
**CITY OF ROLLINGWOOD**

S/O #	SVC DATE	COMP	ADDRESS	NOTES	LABOR	EQUIP	MATL	SUBCON	TOTAL
<b>WATER DISTRIBUTION</b>									
332931A	12/09/21	12/09/21	IN DISTRICT ROLLINGWOOD	MAINTENANCE REPLACED 3 FIRE HYDRANTS AND TOOK IT TO THE LAB.	0.00	0.00	0.00	69.00	69.00
					<b>WATER DISTRIBUTION SUBTOTAL</b>				<b>5,817.96</b>

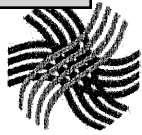
**WASTEWATER COLLECTION**

319633A	07/13/21	12/14/21	6 ROCK WAY COVE	GRINDER PUMP PROBLEM. PUMPED DOWN THE TANK. PANEL IN BAD. HYDRO SOURCE: PUMP SHORTED OUT. BAD CABLE. REPLACED PC BOARD. ALL PARTS REPLACED.	365.37	229.02	0.00	3,628.57	4,222.96
327932A	10/11/21	12/14/21	13 TREEMONT DR	GRINDER PUMP PROBLEM. THERE WAS NO POWER GOING TO THE PUMP. HYDRO SOURCE: OVER FILLED. PUMP UNPLUGGED.	246.75	152.68	0.00	402.50	801.93
329264A	10/25/21	12/14/21	CORW - LST1 - DELLANA LN	HYDRA NEEDED TO CORRECT PROBLEM. REPORT OF MANHOLE OVERFLOWING AT LIFT STATION. WET WELL FULL. PUMPS NON-RESPONSIVE, CALLED WWTS.	141.37	58.80	0.00	3,876.94	4,077.11
332492A	12/05/21	12/28/21	2406 ROLLINGWOOD DRIVE	MET WITH CUSTOMER. SAID GRINDER PUMP IS BROKEN AND IS SPINNING SEWAGE INTO YARD SENT TO MAINT.	11.09	7.35	0.00	0.00	18.44
					<b>WASTEWATER COLLECTION SUBTOTAL</b>				<b>9,120.44</b>

BILLED - SERVICE ORDER SUMMARY

BILLING CYCLE: DECEMBER 2021

LABOR/EQUIPMENT/MATERIAL/SUBCON TOTALS	5,654.68	3,246.97	15,301.95	7,977.01
GRAND TOTAL				32,180.61



**Crossroads**  
utility services

2601 Forest Creek Dr  
Round Rock, TX 78665-1232

Statement #: 8180

Page 1

## Statement

**Month:** DECEMBER 2021  
**Client:** CITY OF ROLLINGWOOD  
**Statement Date:** 01/10/22

<u>Work Category</u>	<u>Amount</u>
BASIC SERVICE	\$14,915.00
LIFT STATION	\$2,327.21
WATER DISTRIBUTION	\$5,817.96
WASTEWATER COLLECTION	\$9,120.44
<hr/>	
<b>Total This Statement:</b>	<b>\$32,180.61</b>
<hr/>	

**Invoice for Basic Service****Crossroads Utility Services**

2601 Forest Creek Dr.  
Round Rock, TX 78665  
Phone: 281-620-3986  
Fax:

**Client:**

CITY OF ROLLINGWOOD

**Billing Cycle:**

DECEMBER

Operations Fee - Wastewater System	\$8,165.00
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Operations Fee - Water System	\$6,750.00
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<b>Total BASIC SERVICE</b>	<hr/> <b>\$14,915.00</b>
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**Crossroads Utility Services**

Inv # 8180-2

BCycle DECEMBER 2021

SvrOrd# 329218

Page # 1

Invoice Date: 01/10/22 Department: ELECTRICAL TECH

District: CITY OF ROLLINGWOOD

Location: CORW - LS3 - ALMARION WAY

Reported By:

Telephone Number:

Date Completed: 12/03/21

LIFT STATION

**Description of Work Performed:**

ELEC TECH WORK COMPLETED. OPERATOR REPORTED PHONE LINE NOT WORKING. FOUND THAT WIRE FROM SERVICE BOX TO CONTROL PANEL WAS BAD. REPLACED WIRE AND THE OUTLET, TESTED DIALER.

Description	Qty	Price	Amount
<b>Material</b>			
LOWE'S 01106 01076	1.00	18.6300	18.63
<b>Material</b>			<b>18.63</b>
<b>Service Order Total:</b>			<b>18.63</b>

50# 329218A



LOWE'S HOME CENTERS, LLC  
12611 SUITE 100 SHOPS PKWY  
BEE CAFE, TX 78738 (512) 634-4432

- SALE -

SALES#: 51948081 3178470 TRANS#: 80103196 10-25-21

303156 25FT PHONE CRO W/ENDS WHI 6.92  
7.28 DISCOUNT EACH -0.36

SUBTOTAL: 6.92  
TOTAL TAX: 0.00  
INVOICE 01106 TOTAL: 6.92  
LAR: 6.92  
**TOTAL DISCOUNT: 0.36**

LAR:XXXXXXXXXX6889 AMOUNT:6.92 AUTHID:000993

KEYED REFID:059037 10/25/21 12:33:26

LAR PD: 21213

ACCOUNT NAME:

CROSSROADS UTILITY SERVICE

AUTH BUYER: WARE KELSEY

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION  
DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS  
FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY  
MERCHANDISE.

STORE: 1948 TERMINAL: 01 10/25/21 12:33:31

# OF ITEMS PURCHASED: 1

EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.

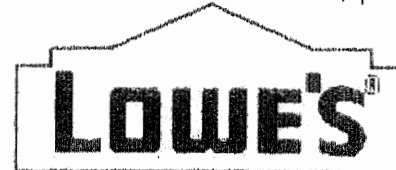
FOR DETAILS ON OUR RETURN POLICY, VISIT  
LOWES.COM/RETURNS

A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE  
AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: MOE IOELBI

LOWE'S PRICE PROMISE  
FOR MORE DETAILS, VISIT LOWES.COM/PRICEPROMISE

50# 329218A



LOWE'S HOME CENTERS, LLC  
12611 SUITE 100 SHOPS PKWY  
BEE CAFE, TX 78738 (512) 634-4432

- SALE -

SALES#: 51948081 3178470 TRANS#: 80176025 10-25-21

303081 RCA WHITE 2-WAY PHONE SPL 4.16  
4.38 DISCOUNT EACH -0.22  
243342 RCA WHITE PHONE PLT 5.12  
5.38 DISCOUNT EACH -0.26

SUBTOTAL: 9.28  
TOTAL TAX: 0.00  
INVOICE 01076 TOTAL: 9.28  
LAR: 9.28  
**TOTAL DISCOUNT: 0.48**

LAR:XXXXXXXXXX6889 AMOUNT:9.28 AUTHID:000995

KEYED REFID:051795 10/25/21 11:07:14

LAR PD: 21213

ACCOUNT NAME:

CROSSROADS UTILITY SERVICE

AUTH BUYER: WARE KELSEY

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION  
DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS  
FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY  
MERCHANDISE.

STORE: 1948 TERMINAL: 01 10/25/21 11:07:20

# OF ITEMS PURCHASED: 2

EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.

FOR DETAILS ON OUR RETURN POLICY, VISIT  
LOWES.COM/RETURNS

A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE  
AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: MOE IOELBI

LOWE'S PRICE PROMISE  
FOR MORE DETAILS, VISIT LOWES.COM/PRICEPROMISE



**Crossroads Utility Services****Invoice Date:** 01/10/22      **Department:** ELECTRICAL TECH**District:** CITY OF ROLLINGWOOD**Location:** CORW - LS7 - NIXON DRIVE**Reported By:****Telephone Number:****Date Completed:** 12/03/21

LIFT STATION

**Inv #** 8180-3**BCycle** DECEMBER 2021**SvrOrd#** 329727**Page #** 1**Description of Work Performed:**

CHECKED CONTROL PANEL. PUMP 2 WAS NOT WORKING, SO WE CHECKED THE FUSES AND RELAYS: TWO BAD FUSES, REPLACED. CHECKED RUNNING AMPS: HIGH; PUMPED PUMP AND CLEARED OF DEBRIS. REINSTALLED PUMP AND CHECKED FUNCTIONS: NORMAL.

Description	Qty	Price	Amount
<b>Material</b>			
360 INDUSTRIAL SUPPLY 47943	1.00	71.8750	71.88
<b>Material</b>			<b>71.88</b>
<b>Service Order Total:</b>			<b>71.88</b>



**2211-B Denton Drive  
Austin, TX 78758**

**P: 512-931-4360**  
**F: 512-494-4899**

# Invoice

Date	Invoice #
10/29/2021	41212

Bill To:
SERVIC, CROSSROADS UTILITY CROSSROADS UTILITY SERVICES 2601 Forest Creek Dr Round Rock, TX 78665

Ship To:	

Customer P.O. Number	Rep	Terms	Ship Date
21398			10/29/2021

Quantity	Item Code	Description	Unit Price	Amount
5	ATMR1/10 #16673	ATMR1/10 0.1A-600VAC CLASS CC FAST ACTING FERRAZ SHAWMUT ATMR1/10	12.50	62.50T   62.50

**Please Remit Payment To:**

**360 Industrial Supply**  
**2211-B Denton Drive**  
**Austin, TX 78758**

<b>Sales Tax: (0.0%)</b>	\$0.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$62.50

**Crossroads Utility Services****Invoice Date:** 01/10/22      **Department:** FACILITIES**District:** CITY OF ROLLINGWOOD**Location:** CORW - LS6 - PLEASANT COVE**Reported By:****Telephone Number:****Date Completed:** 12/03/21

LIFT STATION

**Inv #** 8180-4**BCycle** DECEMBER 2021**SvrOrd#** 330235**Page #** 1**Description of Work Performed:**FACILITY WORK COMPLETED. LOCK ON CONTROL PANEL WAS STUCK, SO WE CUT IT OFF  
AND REPLACED IT.

Description	Qty	Price	Amount
<b>Material</b>			
BRASS MASTERLOCK 2" 875TRTLFHC	1.00	14.9155	14.92
<b>Material</b>			<b>14.92</b>
<b>Service Order Total:</b>			<b>14.92</b>

**Crossroads Utility Services****Invoice Date:** 01/10/22 **Department:** METERS**District:** CITY OF ROLLINGWOOD**Location:** 3003 BEE CAVE RD

S: B: L: T:

**Reported By:** SURGICAL HOSPITAL OF AUSTIN**Date Completed:** 12/06/21**Description of Work Performed:**

REPLACED METER-NOT REGISTERING. CHECKED A 2" BY PASS FOR METER SWAP NEXT WEEK.

**Inv #** 8180-5**BCycle** DECEMBER 2021**SvrOrd#** 329712**Page #** 1**Telephone Number:**

WATER DISTRIBUTION

Description	Qty	Price	Amount
<b>Material</b>			
LOWE'S 27860	1.00	104.6615	104.66
3" GASKETS 1/8 24AFBNGF03RA	1.00	11.1320	11.13
<b>Material</b>			<b>115.79</b>
<b>Service Order Total:</b>			<b>115.79</b>

S.O # 329712A

P.O # 21313



LOWE'S HOME CENTERS, LLC  
120 SUNDANCE PARKWAY  
ROUND ROCK, TX 78681 (512) 600-0011

- SALE -

SALES#: S0770HNN 3965569 TRANS#: 4777497 11-01-21

309791	NIAGARA 32-CT PURIFIED WA	<del>0.00</del>
4.68	DISCOUNT EACH	-0.24
2 @	4.44	
74556	PROFESSIONAL FACE SHIELD	<del>15.10</del>
15.98	DISCOUNT EACH	-0.80
773457	CROSSFIRE FORTITUDE SFT G	<del>16.13</del>
16.98	DISCOUNT EACH	-0.85
914714	M WATER RESISTANT LEATHER	<del>16.14</del>
16.98	DISCOUNT EACH	-0.84
954434	5-GAL LOWES BUCKET-UNITED	<del>5.02</del>
5.28	DISCOUNT EACH	-0.26
839715	NTN 2-IN COURSE CRIMP WIR	<del>4.07</del>
4.28	DISCOUNT EACH	-0.21
292629	DW HP 4-1/2-IN ABASU 5-CT	<del>25.59</del>
8.98	DISCOUNT EACH	-0.45
3 @	8.53	

SUBTOTAL:	91.01
TAX:	6.78
INVOICE 27860 TOTAL:	97.79
LAR:	97.79

TOTAL DISCOUNT: 4.79

LAR: XXXXXXXXXXXX6889 AMOUNT: 97.79 AUTHCD: 001091

KEYED REFID: 508220 11/01/21 10:12:38

LAR PD: 21313

ACCOUNT NAME: CROSSROADS UTILITY SERVICES

AUTH BUYER: ALVEREZ JOSE

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION  
DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS  
FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY  
MERCHANDISE.

STORE: 778 TERMINAL: 27 11/01/21 10:11:37  
# OF ITEMS PURCHASED: 10  
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.  
FOR DETAILS ON OUR RETURN POLICY, VISIT

**Crossroads Utility Services****Invoice Date:** 01/10/22 **Department:** METERS**District:** CITY OF ROLLINGWOOD**Location:** 3001 BEE CAVE RD

S: B: L: T:

**Reported By:** PADUAK LLC SERIES 2**Date Completed:** 12/03/21**Description of Work Performed:**

REPLACED METER-NOT REGISTERING. WE REMOVED ALL OF THE OLD BOLTS FROM THE METER WE REPLACED THE METER WITH A NEW ONE. MADE SURE THERE WAS NO LEAKS AFTER TIGHTENING.

**Inv #** 8180-6**BCycle** DECEMBER 2021**SvrOrd#** 329713**Page #** 1**Telephone Number:**

WATER DISTRIBUTION

Description	Qty	Price	Amount
<b>Material</b>			
RR WELDING SUPPLY 2133260	1.00	82.3170	82.32
<b>Material</b>			<b>82.32</b>
<b>Service Order Total:</b>			<b>82.32</b>



CAUTION: LET NO OIL, GREASE, OR OIL BASED LUBRICANT OR  
NATURE COME IN CONTACT WITH ANY PART OF THE OXYGEN CYLINDER.  
REGULATOR OR FITTINGS, AS THIS IS CONSIDERED DANGEROUS.  
ACETYLENE, PROPANE AND HYDROGEN ARE FLAMMABLE AND  
EXPLOSIVE GASES AND CONSIDERED DANGEROUS.

# DELIVERY TICKET

## Round Rock Welding Supply

1400 North Industrial  
Round Rock, TX 78681  
PHONE: (512) 828-3200 FAX: (512) 255-9688

INVOICE NO.	DATE	PAGE
2133260	11/03/21	1

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OFFICE CASH SALES  
ROUND ROCK/GEORGETOWN

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11/03/21  
OFFICE CASH SALES  
ROUND ROCK/GEORGETOWN

320713

CUSTOMER I.D.	SALES CATEGORY	SLSM/STORE	CUSTOMER P.O. NO.	DELIVERY REFERENCE NO.	SHIP DATE
RCASH 0	CASH CNTR-WILL CALL	TAC 6			11/03/21

PRODUCT	HAZARD CLASS	HMD	QTY. SHIPPED	U/M	RET'D B.O.	PART NO.	CUBIC FEET	UNIT PRICE	AMOUNT
OXYGEN 42CF			1	CYL	1	OX-40	37	12.1900	12.19
ACETYLENE 42CF			1	CYL	1	AC-40	40	27.6500	27.65
TEXAS SALES TAX								8.2500	3.29
VISA 9548									-43.13

**FOR CHEMICAL/EMERGENCY** Spill, Leak, Fire, Exposure, or Accident **Call INFOTRAC - Day or Night 1-800-535-5053**

CUSTOMER'S SIGNATURE

X

☐ CASH  
☐ CHECK \$  
☐ VISA/MC

DRIVER'S INIT.

**TOTAL**

43.13

PLEASE KEEP THIS SIGNED COPY FOR YOUR RECORDS.

UNLESS OTHERWISE STATED, THE CYLINDERS ON THIS DOCUMENT ARE THE PROPERTY OF VENDOR. BY ACCEPTANCE OF THIS DELIVERY, THE CUSTOMER ASSUMES RESPONSIBILITY FOR THE COUNT AND THE DOLLAR VALUE OF ANY CYLINDER LOST OR DAMAGED.

TERMS: NET 30 DAYS FROM INVOICE DATE.  
INVOICES NOT PAID IN ACCORDANCE WITH  
TERMS ARE SUBJECT TO A SERVICE CHARGE  
OF 1 1/2% PER MONTH, 18% PER YEAR.

THE ABOVE MATERIAL WILL REMAIN THE PROPERTY OF THE SELLER UNTIL FINAL PAYMENT HAS BEEN MADE.

THE BUYER AGREES TO ACCEPT THE ABOVE PRODUCTS SUBJECT TO ALL THE CONDITIONS AS SET FORTH ON THE REVERSE SIDE OF THIS SHIPPER.

THIS TO CERTIFY THAT THE HERE-IN NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED AND ARE IN PROPER CONDITION FOR TRANSPORTATION ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION.

WE HEREBY STATE THAT THESE GOODS WERE PRODUCED IN COMPLIANCE WITH ALL REQUIREMENTS OF SEC. 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF THE REGULATIONS OF THE DEPARTMENT OF LABOR ISSUED UNDER SEC. 14 THEREOF.

CAUTION: CYLINDERS IN CARS, VANS OR OTHER  
CL. DANGEROUS AND SHOULD BE AVOIDED.  
GAS CYLINDERS MUST NEVER BE MOVED IN CLOSED SPACES,  
INCLUDING BUT NOT LIMITED TO CAR TRUNKS, DUE TO THE HIGH RISK  
OF EXPLOSION OR FIRE.

# DELIVERY TICKET

28.  
CAUTION: LET NO OIL, GREASE, OR OIL BASED LUBRICANT  
NATURE COME IN CONTACT WITH ANY PART OF THE OXYGEN CYLINDER,  
REGULATOR OR FITTINGS, AS THIS IS CONSIDERED DANGEROUS.  
ACETYLENE, PROPANE AND HYDROGEN ARE FLAMMABLE AND  
EXPLOSIVE GASES AND CONSIDERED DANGEROUS.

## Round Rock Welding Supply

1400 North Industrial  
Round Rock, TX 78681  
PHONE: (512) 828-3200 FAX: (512) 255-9888

INVOICE NO.	DATE	PAGE
2133260	11/03/21	1

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OFFICE CASH SALES  
ROUND ROCK/GEORGETOWN

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OFFICE CASH SALES  
ROUND ROCK/GEORGETOWN

329 213

CUSTOMER I.D.	SALES CATEGORY	SLSM/STORE	CUSTOMER P.O. NO.	DELIVERY REFERENCE NO.	SHIP DATE
RCASH 0	CASH CNTR-WILL CALL	TAC 6			11/03/21

PRODUCT	HAZARD CLASS	HMID	QTY. SHIPPED	U/M	RET'D B.O.	PART NO.	CUBIC FEET	UNIT PRICE	AMOUNT
OXYGEN 18CF			1	CYL	1	OX-20	17	11.63	11.63
ACETYLENE 10CF			1	CYL	1	AC-10	10	20.1100	20.11
TEXAS SALES TAX								8.2500	2.62
VISA 9548									-34.36

PLEASE PAY BY INVOICE. STATEMENT WILL NOT BE MAILED.

**FOR CHEMICAL/EMERGENCY** Spill, Leak, Fire, Exposure, or Accident **Call INFOTRAC - Day or Night 1-800-535-5053**

CUSTOMER'S SIGNATURE

X

☐ CASH  
☐ CHECK \$  
☐ VISA/MC

DRIVER'S INIT.

**TOTAL**

34.36

PLEASE KEEP THIS SIGNED COPY FOR YOUR RECORDS.

UNLESS OTHERWISE STATED, THE CYLINDERS ON THIS DOCUMENT ARE THE PROPERTY OF VENDOR. BY ACCEPTANCE OF THIS DELIVERY, THE CUSTOMER ASSUMES RESPONSIBILITY FOR THE COUNT AND THE DOLLAR VALUE OF ANY CYLINDER LOST OR DAMAGED.

TERMS: NET 30 DAYS FROM INVOICE DATE.  
INVOICES NOT PAID IN ACCORDANCE WITH  
TERMS ARE SUBJECT TO A SERVICE CHARGE  
OF 1 1/2% PER MONTH, 18% PER YEAR.

THE ABOVE MATERIAL WILL REMAIN THE PROPERTY OF THE SELLER UNTIL FINAL PAYMENT HAS BEEN MADE.

THE BUYER AGREES TO ACCEPT THE ABOVE PRODUCTS SUBJECT TO ALL THE CONDITIONS AS SET FORTH ON THE REVERSE SIDE OF THIS SHIPPER.

THIS TO CERTIFY THAT THE HEREIN NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED AND ARE IN PROPER CONDITION FOR TRANSPORTATION ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION.

WE HEREBY STATE THAT THESE GOODS WERE PRODUCED IN COMPLIANCE WITH ALL REQUIREMENTS OF SEC. 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF THE REGULATIONS OF THE DEPARTMENT OF LABOR ISSUED UNDER SEC. 14 THEREOF.

**Crossroads Utility Services****Invoice Date:** 01/10/22 **Department:** LEAKS**District:** CITY OF ROLLINGWOOD**Location:** 4705 TIMBERLINE DR**Reported By:** SALINAS, TREY**Date Completed:** 12/14/21**Description of Work Performed:**

HOUSELINE LEAK. CONTRACTOR HIT PIPE CONNECTING TO ANGLE STOP. WE REPLACED THE BROKEN PARTS AND TURNED WATER BACK ON.

**Inv #** 8180-7**BCycle** DECEMBER 2021**SvrOrd#** 331232**Page #** 1**Telephone Number:**

WATER DISTRIBUTION

Description	Qty	Price	Amount
<b>Material</b>			
3/4" INSERTS 3907151	1.00	7.0380	7.04
3/4" POLY 49731	1.00	4.8645	4.86
1 1/2" X 3/4" BUSHING 3OI15B07NL	1.00	9.3840	9.38
3/4" X 3/4" ANGLE STOP COMPRESSION BA4332WGNL	1.00	62.1345	62.13
<b>Material</b>			<b>83.41</b>
<b>Service Order Total:</b>			<b>83.41</b>

**Crossroads Utility Services****Invoice Date:** 01/10/22 **Department:** SUB-OPER**District:** CITY OF ROLLINGWOOD**Location:** IN DISTRICT ROLLINGWOOD**Reported By:****Date Completed:** 12/09/21**Description of Work Performed:**  
BAC-T SAMPLES**Inv #** 8180-8**BCycle** DECEMBER 2021**SvrOrd#** 332931**Page #** 1**Telephone Number:**

WATER DISTRIBUTION

Description	Qty	Price	Amount
<b>Subcontract</b>			
AQUA TECH 54487	1.00	69.0000	69.00
<b>Subcontract</b>			<b>69.00</b>
<b>Service Order Total:</b>			<b>69.00</b>

*Thank you for your business!*

**Crossroads Utility Services**

**Invoice Date:** 01/10/22      **Department:** SANITARY  
**District:** CITY OF ROLLINGWOOD  
**Location:** 6 ROCK WAY COVE  
**Reported By:** McNEIL, SHANNON

**Inv #** 8180-9  
**BCycle** DECEMBER 2021  
**SvrOrd#** 319633  
**Page #** 1

**Date Completed:** 12/14/21

**Telephone Number:**  
WASTEWATER COLLECTION

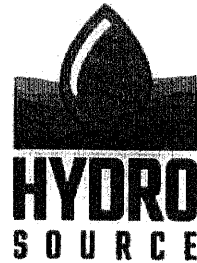
**Description of Work Performed:**

GRINDER PUMP PROBLEM. PUMPED DOWN THE TANK. PANEL IN BAD. HYDRO SOURCE:  
PUMP SHORTED OUT; BAD CABLE; REPLACED PC BOARD: ALL PARTS REPLACED.

Description	Qty	Price	Amount
<b>Subcontract</b>			
HYDRO SOURCE 4448	1.00	3,628.5720	3,628.57
<b>Subcontract</b>			<b>3,628.57</b>
<b>Service Order Total:</b>			<b>3,628.57</b>



Hydro Source Services, Inc.  
 14 Applegate Cir  
 Round Rock, TX 78665 US  
 +1 5129144298  
 accounting@hydrosourcetx.com



# INVOICE

**BILL TO**

CROSSROADS UTILITY  
 SERVICES, LLC  
 2601 FOREST CREEK DRIVE  
 ROUND ROCK, TX 78665  
 USA

**SHIP TO**

ROLLINGWOOD  
 6 Rock Way Cove, Austin, TX  
 78746 OUT: 2000 series  
 (DECOM) Replaced w/ IN:  
 GH751935 OUT:WH608276  
 HS spare  
 2601 FOREST CREEK  
 DRIVE  
 ROUND ROCK, TX 78665  
 USA

**INVOICE # 4448**
**DATE 11/08/2021**
**TERMS Net 30**

PO  
 19757

DATE	PART #	DESCRIPTION	QTY	EACH	EXTENDED
	<b>LABOR</b>	CERTIFIED SERVICE TECHNICIAN Pump shorting to ground, bad cable and bad board. ... Pop an swapped done on 10/25/2021 job complete	4.50	125.00	562.50
	<b>PARTS</b>	9522 - ALARM REPLACEMENT PC BOARD, SIMPLEX SENTRY, 240/120 1 unit \$229.78 ND0036G06 - SUPPLY CABLE, 32' LENGTH 1 unit \$163.00	1	392.78	392.78T
	<b>U200A08AAA</b>	SD-UH, 48" FLEX, NO SC W/ WARRANTY	1	2,200.00	2,200.00T

Thank you for your business. Please contact us with any questions or concerns.

SUBTOTAL	3,155.28
TAX	0.00
TOTAL	3,155.28
BALANCE DUE	<b>\$3,155.28</b>

**Crossroads Utility Services**

**Invoice Date:** 01/10/22      **Department:** SANITARY  
**District:** CITY OF ROLLINGWOOD  
**Location:** 13 TREEMONT DR  
**Reported By:** HOLLAHAN STEVE

**Date Completed:** 12/14/21

**Description of Work Performed:**

GRINDER PUMP PROBLEM. THERE WAS NO POWER GOING TO THE PUMP. HYDRO SOURCE:  
OVER FILLED; PUMP UNPLUGGED.

**Inv #** 8180-10  
**BCycle** DECEMBER 2021  
**SvrOrd#** 327932  
**Page #** 1

**Telephone Number:**  
WASTEWATER COLLECTION

Description	Qty	Price	Amount
<b>Subcontract</b>			
HYDRO SOURCE 4452	1.00	402.5000	402.50
<b>Subcontract</b>			<b>402.50</b>
<b>Service Order Total:</b>			<b>402.50</b>

Hydro Source Services, Inc.  
14 Applegate Cir  
Round Rock, TX 78665 US  
+1 5129144298  
accounting@hydrosourcetxt.com



# INVOICE

**BILL TO**  
CROSSROADS UTILITY  
SERVICES, LLC  
2601 FOREST CREEK DRIVE  
ROUND ROCK, TX 78665  
USA

**SHIP TO**  
ROLLINGWOOD  
13 Treemont Dr, Austin, TX  
78746  
2601 FOREST CREEK  
DRIVE  
ROUND ROCK, TX 78665  
USA

**INVOICE #** 4452  
**DATE** 11/08/2021

**TERMS** Net 30

**PO**  
21025

DATE	PART #	DESCRIPTION	QTY	EACH	EXTENDED
	<b>LABOR</b>	CERTIFIED SERVICE TECHNICIAN 10/08/2021, 12:17 PM Station overfill on arrival, found pump unplugged from piggy back float , tested pump multiple times, works fine	2.80	125.00	350.00

Thank you for your business. Please contact us with any questions or concerns.

<b>SUBTOTAL</b>	350.00
<b>TAX</b>	0.00
<b>TOTAL</b>	350.00
<b>BALANCE DUE</b>	<b>\$350.00</b>

**Crossroads Utility Services****Invoice Date:** 01/10/22 **Department:** SANITARY**District:** CITY OF ROLLINGWOOD**Location:** CORW - LS1 - DELLANA LN**Reported By:****Date Completed:** 12/14/21**Description of Work Performed:**

HYDRA NEEDED TO CORRECT PROBLEM. REPORT OF MANHOLE OVERFLOWING AT LIFT STATION. WET WELL FULL, PUMPS NON- RESPONSIVE, CALLED WWTS.

**Inv #** 8180-11**BCycle** DECEMBER 2021**SvrOrd#** 329264**Page #** 1**Telephone Number:**

WASTEWATER COLLECTION

Description	Qty	Price	Amount
<b>Subcontract</b>			
WWTS 11114066	1.00	3,876.9375	3,876.94
<b>Subcontract</b>			<b>3,876.94</b>
<b>Service Order Total:</b>			<b>3,876.94</b>



**Invoice**  
**11114066**  
 10/25/2021

826 Linger Ln  
 Austin TX 78721  
 (512) 973-8484

**Bill To:**

Crossroads Utility Services  
 2601 Forest Creek Drive  
 Round Rock TX 78665  
 United States

**Service Location:**

2500 Bee Caves Road  
 Rollingwood TX 78746  
 United States

Terms	Due Date	PO #		Sales Rep	
Net 60	12/28/2021	21219		Austin	
Service Date	Manifest	Quantity	Item	Rate	Amount
10/25/2021	RM/MD	3	Hours Unit 138 - Vac-con Vactor Truck: Emergency service for hydro-jetting an overflowing manhole to clear blockage. (3:30 PM - 6:30 PM)	\$354.00	\$1,062.00
10/25/2021	RM/MD	1.5	Hours - Overtime/Emergency Service Charge. (5:00 PM - 6:30 PM)	\$177.00	\$265.50
10/25/2021	JB	3	Hours Unit 135 - Bobtail Vacuum Truck: Emergency service for pumping wastewater from an overflowing manhole, off-loading Vactor truck and transportation for off-site disposal. (3:30 PM - 6:30 PM)	\$225.00	\$675.00
10/25/2021	JB	1.5	Hours - Overtime/Emergency Service Charge. (5:00 PM - 6:30 PM)	\$112.50	\$168.75
10/25/2021	1182359 JB	2,500	Gallons of Raw Sewage Disposal Site: Austin WW Processing Facility	\$0.48	\$1,200.00

**Pay your bill online at:**

[www.wastewaterts.com](http://www.wastewaterts.com)

Customer ID: 128517

Remit To: 826 Linger Ln, Austin, TX 78721

**Invoice Total** \$3,371.25

**Invoice Balance** \$3,371.25

Thank you for doing business with us!  
 We know the world is full of choices.  
 Thanks for choosing us!

**Abel Campos**

---

**From:** Kristy Cunningham <kcunningham@crossroadsus.com>  
**Sent:** Monday, January 10, 2022 4:46 PM  
**To:** Abel Campos; Andrew Hunt; Ashley Wayman; Carrie Caylor; Shae Vaughan; Steve Held  
**Subject:** City of Rollingwood December invoice  
**Attachments:** CORW-DEC21.pdf

Your December invoice from Crossroads Utility Services is attached.

Kristy Cunningham  
Office Manager  
Crossroads Utility Services  
512-246-5904 – Direct  
512-246-1400 - Office  
512-246-1900 – Fax



## CITY OF ROLLINGWOOD, TEXAS

## PAYMENT AUTHORIZATION

Date: 1/24/2022Budget Code: See BelowVendor: K Friese & Associates, Inc.1120 South Capital of Texas HwyCity View 2, Suite 100Austin, TX 78746Invoice No. See BelowInvoice Date 1/12/2022Acct No. City of RollingwoodVendor Code: K Friese

Nature of Expense/Expenditure:

Engineering Services

Justification of Expense/Expenditure:

	MIP	INCODE	Description	Quantity	Unit Cost	Extended Cost
Inv #2112076	100/5270/10	100-5-10-5270	General Engineering	1	\$ 6,439.23	\$ 6,439.23
	100/5332/10	100-5-10-5332	RLWD Infrastructure Improve. Plan	1	\$ -	\$ -
	702/5485/35	702-5-35-5485	Rollingwood MS4	1	\$ -	\$ -
	100/5252/15	100-5-15-5252	Zoning Reviews	1	\$ 2,469.50	\$ 2,469.50
	702/5270/35	702-5-35-5270	Drainage	1	\$ 2,308.00	\$ 2,308.00
	702/5321/35	702-5-35-5221	Nixon-Pleasant Dainage Improv	1	\$ -	\$ -
	702/5322/35	702-5-35-5222	Hubbard-Hatley-Pickwick Drainage Improv	1	\$ -	\$ -
		200-5-60-5270	General Engineering	1	\$ -	\$ -
		800-5-60-5270	General Engineering	1	\$ -	\$ -
		100-5-15-5270	General Engineering	1	\$ -	\$ -
		100-5-30-5270	General Engineering	1	\$ -	\$ -
Inv #2112075		200-5-60-5272	Water CIP	1	\$ 3,962.50	\$ 3,962.50
Inv #		702-5-35-5221	Nixon-Pleasant Dainage Improv	1	\$ -	\$ -
Total						\$ 15,179.23

Received By:

Date:

City Secretary:

Date:

Finance Dept:

Date:

1/24/2022

City Administrator:

Date:

01/25/22





City of Rollingwood  
ATTN: Ashley Wayman  
Interim City Administrator  
[awayman@rollingwoodtx.gov](mailto:awayman@rollingwoodtx.gov)  
403 Nixon  
Rollingwood, Texas 78746

Invoice Date January 12, 2022  
Invoice No. 2112076

Project Name:	KFA Project No.	Current Invoice Amount	Period Covered
Rollingwood General Engineering Services	0764	\$ 11,216.73	December 2021
Rollingwood Water CIP	0812	\$ 3,962.50	December 2021
Total this Invoice		<u>\$ 15,179.23</u>	

## Rollingwood General Engineering Services Monthly Progress Report

K Friese & Associates, Inc.

1120 S. Capital of Texas Highway, CityView 2, Suite 100, Austin, Texas 78746

**Client:** City of Rollingwood

**Invoice No.:** 2112076

**Project Description:** General Engineering Services

**Project Reporting Period:** December 1, 2021 – December 31, 2021

**Project Manager:** Lauren Winek, PE

Project	Project Summary	Status	Next steps
WA03 Hubbard, Hatley, Drainage Improvements PS&E	Preparation of plans, specifications & estimates for the development of a construction bid package. Option 2 from the PER has been selected as the preferred option which proposes to construct a storm drain system from the creek at Almarion Way extending upstream to Hatley, Hubbard and Pickwick.	Approved by Council 7/21  Intention will be to bid this package together with the Nixon/Pleasant project.  60% submitted 8/12/2021	Design in Progress  Easement coordination.
WA04 Hubbard, Hatley, Drainage Improvements PS&E	Preparation of plans, specifications & estimates for the development of a construction bid package. Channel improvements and Segment 1 Storm Sewer improvements from the PER has been selected as the preferred option. This proposes to construct a storm drain system from the creek between Pleasant Cove and Hatley to up to 302 Pleasant Drive and construct channel improvements from Hatley Drive to approximately 303 Nixon Drive.	Approved by Council 7/21  Intention will be to bid this package together with the Hubbard/Hatley project.	Design in Progress  Easement coordination.
WA05 Water CIP	Prepare a 10-year Capital Improvements Program (CIP) to include addressing maintenance issues and looking at Rollingwood's 10-year anticipated growth.	Approved by Council on 8/25 Update at December 2021 Council meeting	Coordination with City Staff. Mapping water system. Identify CIP projects and ranking and finalizing CIP.

Project	Project Summary	Status	Next steps
General	Coordination with City staff regarding on-going development review services, engineering services, and attendance of meetings at City's request.	Ongoing	Project management and coordination.  Mtg with staff as directed.
Water/Wastewater System Modeling & Mapping Updates	Data gathering and review of water/wastewater system infrastructure mapping.  Develop/update wastewater and water system model updates to evaluate current and future system capacity needs.  Utilize model to plan for infrastructure repairs, upgrades, and future growth needs.	Data gathering and cleaning up of mapping information received.  Finalizing modeling and water system mapping.  Draft maps submitted to the City.	Finalize and print maps based on City feedback.
Water/Wastewater System Data Collection	Coordination/support with ME Simpson regarding infrastructure such as valves, pressure planes.	On-going	Continue coordination to support mapping and KFA modeling efforts.
CCTV and cleaning of sewer mains	Dale to assist Carrie with drafting an RFP for performance of services.	Review video.  Summary letter of video submitted to City.	Send hard copy of letter to TCEQ.
Stratford Drive / Riley Road Traffic Reconfiguration	Reconfigure City of Austin intersection at Stratford and Riley to prevent traffic from Zilker Park cutting across neighborhood. Explore potential traffic calming solutions.	Approval and Implementation by City of Austin.	Traffic counts to be collected by the City for post improvement condition.
MS4 Compliance	Coordination with City staff on compliance with the Storm Water Management Permit for the 2021 calendar year.	On-going	Continue coordination and compliance efforts for permit compliance.  Prepare Annual Report for TCEQ.



**K Friese & Associates, Inc.**  
**1120 South Capital of Texas Highway**  
**CityView 2, Suite 100**  
**Austin, Texas 78746**  
**(512) 338-1704**

January 12, 2022

Project No: 0764

Invoice No: 2112076

Amber Lewis  
 City of Rollingwood  
 403 Nixon  
 Rollingwood, TX 78746

Project 0764 Rollingwood General Engineering Services

**Professional Services from December 1, 2021 to December 31, 2021**

Task 100 General Engineering

**Professional Personnel**

	Hours	Rate	Amount	
Aguilar, Javier	.50	85.00	42.50	
Blackburn, Gregory	11.00	173.00	1,903.00	
Salinas, III, Abelardo	3.00	210.00	630.00	
Stotts, Matthew	11.50	119.00	1,368.50	
Williams, Philip	1.00	106.00	106.00	
Winek, Lauren	17.25	138.00	2,380.50	
Totals	44.25		6,430.50	
<b>Total Labor</b>				<b>6,430.50</b>

**Reimbursable Expenses**

Mileage			8.73	
<b>Total Reimbursables</b>			<b>8.73</b>	<b>8.73</b>
<b>Total this Task</b>				<b>\$6,439.23</b>

Task 300 Drainage Reviews General

**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	2.00	138.00	276.00	
Totals	2.00		276.00	
<b>Total Labor</b>				<b>276.00</b>
<b>Total this Task</b>				<b>\$276.00</b>

Task 302 DR-401 Vale St

**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren 12/27/2021	.50	138.00	69.00	
Totals	.50		69.00	
<b>Total Labor</b>				<b>69.00</b>
<b>Total this Task</b>				<b>\$69.00</b>

Task 353 DR-2808 Pickwick

Project	0764	Rollingwood General Engineering Services	Invoice	2112076
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	1.00	138.00	138.00	
Totals	1.00		138.00	
<b>Total Labor</b>				<b>138.00</b>
<b>Total this Task</b>				<b>\$138.00</b>

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Task	360	DR-3202 Pickwick Lane
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	1.25	138.00	172.50	
Totals	1.25		172.50	
<b>Total Labor</b>				<b>172.50</b>
<b>Total this Task</b>				<b>\$172.50</b>

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Task	364	DR-205 Almarion
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	2.25	138.00	310.50	
Totals	2.25		310.50	
<b>Total Labor</b>				<b>310.50</b>
<b>Total this Task</b>				<b>\$310.50</b>

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Task	368	DR-3020 Hatley
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	1.25	138.00	172.50	
Totals	1.25		172.50	
<b>Total Labor</b>				<b>172.50</b>
<b>Total this Task</b>				<b>\$172.50</b>

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Task	369	DR-1003 Ewing Circle
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**Professional Personnel**

	Hours	Rate	Amount	
Williams, Philip	1.00	106.00	106.00	
Winek, Lauren	1.75	138.00	241.50	
Totals	2.75		347.50	
<b>Total Labor</b>				<b>347.50</b>
<b>Total this Task</b>				<b>\$347.50</b>

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Task	371	DR-402 Inwood
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**Professional Personnel**

	Hours	Rate	Amount	
Hernandez, Aldo	2.50	106.00	265.00	
Winek, Lauren	1.25	138.00	172.50	
Totals	3.75		437.50	
<b>Total Labor</b>				<b>437.50</b>
<b>Total this Task</b>				<b>\$437.50</b>

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Task	372	DR-5014 Timberline
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Project	0764	Rollingwood General Engineering Services	Invoice	2112076
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**Professional Personnel**

	Hours	Rate	Amount	
Hernandez, Aldo	2.00	106.00	212.00	
Winek, Lauren	1.25	138.00	172.50	
Totals	3.25		384.50	
<b>Total Labor</b>				<b>384.50</b>
<b>Total this Task</b>				<b>\$384.50</b>

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Task	600	Zoning Review General
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	1.75	138.00	241.50	
Totals	1.75		241.50	
<b>Total Labor</b>				<b>241.50</b>
<b>Total this Task</b>				<b>\$241.50</b>

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Task	610	ZR-401 Vale Street
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	.75	138.00	103.50	
Totals	.75		103.50	
<b>Total Labor</b>				<b>103.50</b>
<b>Total this Task</b>				<b>\$103.50</b>

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Task	638	ZR-3225 Park Hills Drive
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	.50	138.00	69.00	
Totals	.50		69.00	
<b>Total Labor</b>				<b>69.00</b>
<b>Total this Task</b>				<b>\$69.00</b>

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Task	644	ZR-3202 Pickwick Lane
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	.50	138.00	69.00	
Totals	.50		69.00	
<b>Total Labor</b>				<b>69.00</b>
<b>Total this Task</b>				<b>\$69.00</b>

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Task	645	ZR-304 Vale
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**Professional Personnel**

	Hours	Rate	Amount	
Williams, Philip	2.00	106.00	212.00	
Winek, Lauren	1.25	138.00	172.50	
Totals	3.25		384.50	
<b>Total Labor</b>				<b>384.50</b>
<b>Total this Task</b>				<b>\$384.50</b>

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Task	649	ZR-3020 Hatley
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Project	0764	Rollingwood General Engineering Services	Invoice	2112076
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**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	3.50	138.00	483.00	
Totals	3.50		483.00	
<b>Total Labor</b>				<b>483.00</b>
			<b>Total this Task</b>	<b>\$483.00</b>

Task 650 ZR-1003 Ewing Circle

**Professional Personnel**

	Hours	Rate	Amount	
Williams, Philip	1.00	106.00	106.00	
Winek, Lauren	1.25	138.00	172.50	
Totals	2.25		278.50	
<b>Total Labor</b>				<b>278.50</b>
			<b>Total this Task</b>	<b>\$278.50</b>

Task 651 ZR-205 Almarion

**Professional Personnel**

	Hours	Rate	Amount	
Winek, Lauren	.50	138.00	69.00	
Totals	.50		69.00	
<b>Total Labor</b>				<b>69.00</b>
			<b>Total this Task</b>	<b>\$69.00</b>

Task 653 ZR-402 Inwood

**Professional Personnel**

	Hours	Rate	Amount	
Hernandez, Aldo	2.75	106.00	291.50	
Winek, Lauren	1.00	138.00	138.00	
Totals	3.75		429.50	
<b>Total Labor</b>				<b>429.50</b>
			<b>Total this Task</b>	<b>\$429.50</b>

Task 654 ZR-5014 Timberline

**Professional Personnel**

	Hours	Rate	Amount	
Hernandez, Aldo	2.25	106.00	238.50	
Winek, Lauren	.75	138.00	103.50	
Totals	3.00		342.00	
<b>Total Labor</b>				<b>342.00</b>
			<b>Total this Task</b>	<b>\$342.00</b>

**Total this Invoice \$11,216.73**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billings to Date</b>	11,216.73	356,122.28	367,339.01



Project 0764 Rollingwood General Engineering Services Invoice 2112076

## Billing Backup

K Friese & Associates, Inc.

Invoice 2112076

Project 0764 Rollingwood General Engineering Services

Task 100 General Engineering

### Professional Personnel

			Hours	Rate	Amount
183	Aguilar, Javier	12/20/2021	.50	85.00	42.50
	Monthly Invoicing				
047	Blackburn, Gregory	12/1/2021	3.00	173.00	519.00
	Water system GIS mapping, meeting with City				
047	Blackburn, Gregory	12/2/2021	2.00	173.00	346.00
	Water and wastewater mapping, CCTV review and TCEQ letter				
047	Blackburn, Gregory	12/8/2021	.50	173.00	86.50
	Wastewater CCTV letter to TCEQ				
047	Blackburn, Gregory	12/13/2021	2.00	173.00	346.00
	Water and wastewater mapping, Site Pro meeting				
047	Blackburn, Gregory	12/14/2021	1.00	173.00	173.00
	ME Simpson scope review, utility mapping				
047	Blackburn, Gregory	12/15/2021	2.50	173.00	432.50
	City Council meeting, and prep				
163	Salinas, III, Abelardo	12/8/2021	1.00	210.00	210.00
	Bi-weekly coordination meeting				
163	Salinas, III, Abelardo	12/10/2021	1.00	210.00	210.00
	Coordination				
163	Salinas, III, Abelardo	12/15/2021	1.00	210.00	210.00
	Meeting with City				
184	Stotts, Matthew	12/2/2021	.50	119.00	59.50
	GIS: Water and Wastewater Mapping				
184	Stotts, Matthew	12/10/2021	5.00	119.00	595.00
	GIS: Water & Wastewater mapping				
184	Stotts, Matthew	12/13/2021	1.00	119.00	119.00
	GIS: Water and Wastewater Mapping				
184	Stotts, Matthew	12/14/2021	3.00	119.00	357.00
	GIS: Water and Wastewater Mapping				
184	Stotts, Matthew	12/15/2021	2.00	119.00	238.00
	GIS: Water and Wastewater Mapping				
179	Williams, Philip	12/1/2021	1.00	106.00	106.00
	cctv inspection review				
141	Winek, Lauren	12/1/2021	3.50	138.00	483.00
	bi-weekly meeting, meeting minutes, w/www coordination paige/stratford site visit, 210 Ashworth				
141	Winek, Lauren	12/2/2021	1.25	138.00	172.50
	project coordination				
141	Winek, Lauren	12/7/2021	2.00	138.00	276.00
	Report and bi-weekly meeting agenda				
141	Winek, Lauren	12/8/2021	3.00	138.00	414.00
	bi-weekly meeting				
141	Winek, Lauren	12/9/2021	1.00	138.00	138.00
	Waterline abandonment Hubbard/Hatley, GIS discussion				
141	Winek, Lauren	12/10/2021	.50	138.00	69.00
	project management/Project coordination and invoicing				
141	Winek, Lauren	12/13/2021	1.00	138.00	138.00
	mapping, monthl report				

Project	0764	Rollingwood General Engineering Services			Invoice	2112076
141	Winek, Lauren	12/14/2021	1.25	138.00	172.50	
	ME simpson scope, waterline abandonment, w/ww maps, invoicing					
141	Winek, Lauren	12/15/2021	2.25	138.00	310.50	
	Plan review meeting and project management					
141	Winek, Lauren	12/16/2021	1.00	138.00	138.00	
	Project coordination and code research					
141	Winek, Lauren	12/20/2021	.50	138.00	69.00	
	Scope update and communication with City					
	Totals		44.25		6,430.50	
	<b>Total Labor</b>					<b>6,430.50</b>

**Reimbursable Expenses**

## Mileage

EX 0003738	12/1/2021	Winek, Lauren / Bi-Weekly meeting	3.58
EX 0003738	12/10/2021	Winek, Lauren / 205 Almarion Site inspection	5.15

**Total Reimbursables** **8.73** **8.73**

**Total this Task** **\$6,439.23**

Task 300 Drainage Reviews General

**Professional Personnel**

			Hours	Rate	Amount	
141	Winek, Lauren	12/7/2021	.25	138.00	34.50	
	project management					
141	Winek, Lauren	12/9/2021	.50	138.00	69.00	
	401 inwood easement review					
141	Winek, Lauren	12/14/2021	.50	138.00	69.00	
	project management, reivew tracking and assignment					
141	Winek, Lauren	12/27/2021	.50	138.00	69.00	
	correspondance, downloading new reviews, and project management					
141	Winek, Lauren	12/28/2021	.25	138.00	34.50	
	Project Management/Coordination					
	Totals		2.00		276.00	
	<b>Total Labor</b>					<b>276.00</b>
	<b>Total this Task</b>					<b>\$276.00</b>

Task 302 DR-401 Vale St

**Professional Personnel**

			Hours	Rate	Amount	
141	Winek, Lauren	12/27/2021	.50	138.00	69.00	
	reviewing revised plans					
	Totals		.50		69.00	
	<b>Total Labor</b>					<b>69.00</b>
	<b>Total this Task</b>					<b>\$69.00</b>

Task 353 DR-2808 Pickwick

**Professional Personnel**

			Hours	Rate	Amount	
141	Winek, Lauren	12/20/2021	.25	138.00	34.50	

Project	0764	Rollingwood General Engineering Services	Invoice	2112076
141	drainage resubmittal			
	Winek, Lauren	12/28/2021	.75	138.00
	Review revised plans			103.50
	Totals		1.00	138.00
	<b>Total Labor</b>			<b>138.00</b>

**Total this Task \$138.00**

Task 360 DR-3202 Pickwick Lane

**Professional Personnel**

			Hours	Rate	Amount
141	Winek, Lauren	12/8/2021	.50	138.00	69.00
	review and email correspondance				
141	Winek, Lauren	12/20/2021	.75	138.00	103.50
	review and approval				
	Totals		1.25		172.50
	<b>Total Labor</b>				<b>172.50</b>

**Total this Task \$172.50**

Task 364 DR-205 Almarion

**Professional Personnel**

			Hours	Rate	Amount
141	Winek, Lauren	12/7/2021	.50	138.00	69.00
	drainage review-resubmittal				
141	Winek, Lauren	12/9/2021	.25	138.00	34.50
	review of plans				
141	Winek, Lauren	12/10/2021	1.00	138.00	138.00
	site visit/ interum inspection				
141	Winek, Lauren	12/20/2021	.50	138.00	69.00
	resubmittal-review and approval letter				
	Totals		2.25		310.50
	<b>Total Labor</b>				<b>310.50</b>

**Total this Task \$310.50**

Task 368 DR-3020 Hatley

**Professional Personnel**

			Hours	Rate	Amount
141	Winek, Lauren	12/16/2021	.50	138.00	69.00
	meeting with engineer and reviewing plans				
141	Winek, Lauren	12/28/2021	.75	138.00	103.50
	Review and approval letter				
	Totals		1.25		172.50
	<b>Total Labor</b>				<b>172.50</b>

**Total this Task \$172.50**

Task 369 DR-1003 Ewing Circle

Project	0764	Rollingwood General Engineering Services	Invoice	2112076
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**Professional Personnel**

			Hours	Rate	Amount
179	Williams, Philip	12/14/2021	1.00	106.00	106.00
	update review 1				
141	Winek, Lauren	12/16/2021	.50	138.00	69.00
	zoom call				
141	Winek, Lauren	12/28/2021	1.25	138.00	172.50
	QC review and issuing comment letter				
	Totals		2.75		347.50
	<b>Total Labor</b>				<b>347.50</b>

<b>Total this Task</b>	<b>\$347.50</b>
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Task	371	DR-402 Inwood
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**Professional Personnel**

			Hours	Rate	Amount
174	Hernandez, Aldo	12/13/2021	1.00	106.00	106.00
	start review 1 of drainage plans				
174	Hernandez, Aldo	12/14/2021	1.50	106.00	159.00
	finish review 1 of drainage plans				
141	Winek, Lauren	12/27/2021	1.25	138.00	172.50
	QC review and issuing comment letter				
	Totals		3.75		437.50
	<b>Total Labor</b>				<b>437.50</b>

<b>Total this Task</b>	<b>\$437.50</b>
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Task	372	DR-5014 Timberline
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**Professional Personnel**

			Hours	Rate	Amount
174	Hernandez, Aldo	12/15/2021	2.00	106.00	212.00
	DR review 1 of 5014 timberline				
141	Winek, Lauren	12/28/2021	1.25	138.00	172.50
	QC review and issuing comment letter				
	Totals		3.25		384.50
	<b>Total Labor</b>				<b>384.50</b>

<b>Total this Task</b>	<b>\$384.50</b>
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Task	600	Zoning Review General
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**Professional Personnel**

			Hours	Rate	Amount
141	Winek, Lauren	12/7/2021	.25	138.00	34.50
	project management				
141	Winek, Lauren	12/8/2021	.25	138.00	34.50
	205 Almarion way resubmittal				
141	Winek, Lauren	12/14/2021	.50	138.00	69.00
	project management, reivew tracking and assignment				

Project	0764	Rollingwood General Engineering Services	Invoice	2112076
141	Winek, Lauren	12/27/2021	.50	138.00
	correspondance, downloading new reviews, and project management			69.00
141	Winek, Lauren	12/28/2021	.25	138.00
	Project Management/Coordination			34.50
	Totals		1.75	241.50
	<b>Total Labor</b>			<b>241.50</b>
			<b>Total this Task</b>	<b>\$241.50</b>

Task	610	ZR-401 Vale Street			
Professional Personnel					
			Hours	Rate	Amount
141	Winek, Lauren	12/27/2021	.75	138.00	103.50
	reviewing revised plans				
	Totals		.75		103.50
	Total Labor				103.50
				Total this Task	\$103.50

Task		638	ZR-3225 Park Hills Drive		
Professional Personnel					
			Hours	Rate	Amount
141	Winek, Lauren	12/28/2021	.50	138.00	69.00
	Fence height clarification				
	Totals		.50		69.00
	Total Labor				69.00
				Total this Task	\$69.00

Task		644	ZR-3202 Pickwick Lane		
Professional Personnel					
			Hours	Rate	Amount
141	Winek, Lauren	12/6/2021	.50	138.00	69.00
	review and issuing approval letter				
	Totals		.50		69.00
	Total Labor				69.00
	Total this Task				\$69.00

Task	645	ZR-304 Vale			
Professional Personnel					
			Hours	Rate	Amount
179	Williams, Philip	12/10/2021	2.00	106.00	212.00
	review 2				
141	Winek, Lauren	12/7/2021	.25	138.00	34.50
	email correspondance				
141	Winek, Lauren	12/20/2021	1.00	138.00	138.00

Project	0764	Rollingwood General Engineering Services	Invoice	2112076
	review, email correspondance, issuing letter			
	Totals	3.25	384.50	
	<b>Total Labor</b>			<b>384.50</b>
		<b>Total this Task</b>		<b>\$384.50</b>

Task 649 ZR-3020 Hatley

**Professional Personnel**

			Hours	Rate	Amount	
141	Winek, Lauren	12/14/2021	.50	138.00	69.00	
	responding to email questions					
141	Winek, Lauren	12/16/2021	2.00	138.00	276.00	
	call with engineer, responding with email, zoom call					
141	Winek, Lauren	12/28/2021	1.00	138.00	138.00	
	Review and comment letter					
	Totals		3.50		483.00	
	<b>Total Labor</b>					<b>483.00</b>
		<b>Total this Task</b>				<b>\$483.00</b>

Task 650 ZR-1003 Ewing Circle

**Professional Personnel**

			Hours	Rate	Amount	
179	Williams, Philip	12/14/2021	1.00	106.00	106.00	
	update review 1					
141	Winek, Lauren	12/28/2021	1.25	138.00	172.50	
	QC review, issuing comment letter, correspondance with City					
	Totals		2.25		278.50	
	<b>Total Labor</b>					<b>278.50</b>
		<b>Total this Task</b>				<b>\$278.50</b>

Task 651 ZR-205 Almarion

**Professional Personnel**

			Hours	Rate	Amount	
141	Winek, Lauren	12/20/2021	.50	138.00	69.00	
	resubmital-review and approval letter					
	Totals		.50		69.00	
	<b>Total Labor</b>					<b>69.00</b>
		<b>Total this Task</b>				<b>\$69.00</b>

Task 653 ZR-402 Inwood

**Professional Personnel**

			Hours	Rate	Amount	
174	Hernandez, Aldo	12/14/2021	2.75	106.00	291.50	
	Going over first zoning review for 402 inwood					
141	Winek, Lauren	12/27/2021	.75	138.00	103.50	

Project	0764	Rollingwood General Engineering Services	Invoice	2112076
141	QC review and issuing comment letter			
	Winek, Lauren	12/28/2021	.25	138.00
	email correspondance			34.50
	Totals		3.75	429.50
	<b>Total Labor</b>			<b>429.50</b>
			<b>Total this Task</b>	<b>\$429.50</b>

Task	654	ZR-5014 Timberline			
<b>Professional Personnel</b>					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
174	Hernandez, Aldo	12/15/2021	2.25	106.00	238.50
	ZR review 1 of 5014 timberline and go over questions with lauren				
141	Winek, Lauren	12/28/2021	.75	138.00	103.50
	qc review and issuing comment letter				
	Totals		3.00		342.00
	<b>Total Labor</b>				<b>342.00</b>
			<b>Total this Task</b>		<b>\$342.00</b>
			<b>Total this Project</b>		<b>\$11,216.73</b>
			<b>Total this Report</b>		<b>\$11,216.73</b>





**K Friese & Associates, Inc.**  
**1120 South Capital of Texas Highway**  
**CityView 2, Suite 100**  
**Austin, Texas 78746**  
**(512) 338-1704**

January 12, 2022

Project No: 0812

Invoice No: 2112075

Amber Lewis  
 City of Rollingwood  
 403 Nixon  
 Rollingwood, TX 78746

Project 0812 Rollingwood Water CIP  
Professional Services from December 1, 2021 to December 31, 2021

Task 200 Project Management and Coordination T&M

**Professional Personnel**

	Hours	Rate	Amount	
Aguilar, Javier	.50	85.00	42.50	
Murphy, Dale	2.00	210.00	420.00	
Totals	2.50		462.50	
<b>Total Labor</b>				<b>462.50</b>
<b>Total this Task</b>				<b>\$462.50</b>

Task 202 Water Modeling

**Professional Personnel**

	Hours	Rate	Amount	
Densler, Allison	8.00	138.00	1,104.00	
Murphy, Dale	5.00	210.00	1,050.00	
Totals	13.00		2,154.00	
<b>Total Labor</b>				<b>2,154.00</b>
<b>Total this Task</b>				<b>\$2,154.00</b>

Task 203 Capital Improvements Plan

**Professional Personnel**

	Hours	Rate	Amount	
Blackburn, Gregory	1.00	173.00	173.00	
Densler, Allison	8.50	138.00	1,173.00	
Totals	9.50		1,346.00	
<b>Total Labor</b>				<b>1,346.00</b>
<b>Total this Task</b>				<b>\$1,346.00</b>
<b>Total this Invoice</b>				<b>\$3,962.50</b>

	Current	Prior	Total
<b>Billings to Date</b>	<b>3,962.50</b>	<b>17,275.00</b>	<b>21,237.50</b>

Project 0812 Rollingwood Water CIP Invoice 2112075

## Billing Backup

K Friese & Associates, Inc.

Invoice 2112075

Project 0812 Rollingwood Water CIP  
Task 200 Project Management and Coordination T&M

### Professional Personnel

			Hours	Rate	Amount	
183	Aguilar, Javier	12/20/2021	.50	85.00	42.50	
	Monthly Invoicing					
009	Murphy, Dale	12/2/2021	.50	210.00	105.00	
	PM					
009	Murphy, Dale	12/7/2021	.50	210.00	105.00	
	PM					
009	Murphy, Dale	12/14/2021	.50	210.00	105.00	
	PM					
009	Murphy, Dale	12/16/2021	.50	210.00	105.00	
	PM					
	Totals		2.50		462.50	
	<b>Total Labor</b>					<b>462.50</b>
				<b>Total this Task</b>		<b>\$462.50</b>

Task 202 Water Modeling

### Professional Personnel

			Hours	Rate	Amount	
081	Densler, Allison	12/1/2021	2.00	138.00	276.00	
	Water model updates					
081	Densler, Allison	12/20/2021	2.00	138.00	276.00	
	Finalizing watercad model					
081	Densler, Allison	12/21/2021	4.00	138.00	552.00	
	Finalizing New CIP Project Modelling					
009	Murphy, Dale	12/1/2021	.50	210.00	105.00	
	Modeling					
009	Murphy, Dale	12/2/2021	1.50	210.00	315.00	
	Modeling					
009	Murphy, Dale	12/7/2021	.50	210.00	105.00	
	Model/CIP					
009	Murphy, Dale	12/8/2021	.50	210.00	105.00	
	Model/CIP					
009	Murphy, Dale	12/13/2021	.50	210.00	105.00	
	Discuss with Greg					
009	Murphy, Dale	12/15/2021	.50	210.00	105.00	
	Model/CIP					
009	Murphy, Dale	12/29/2021	.50	210.00	105.00	
	Water Model					
009	Murphy, Dale	12/30/2021	.50	210.00	105.00	
	Water Model					
	Totals		13.00		2,154.00	
	<b>Total Labor</b>					<b>2,154.00</b>
				<b>Total this Task</b>		<b>\$2,154.00</b>

Task 203 Capital Improvements Plan

Project	0812	Rollingwood Water CIP	Invoice	2112075
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**Professional Personnel**

			Hours	Rate	Amount	
047	Blackburn, Gregory	12/21/2021	.50	173.00	86.50	
	Projects					
047	Blackburn, Gregory	12/29/2021	.50	173.00	86.50	
	Estimates, report					
081	Densler, Allison	12/28/2021	4.50	138.00	621.00	
	Finalizing project list, creating cost estimates					
081	Densler, Allison	12/29/2021	4.00	138.00	552.00	
	Changing CIP Project proposals, updating report					
	Totals		9.50		1,346.00	
	<b>Total Labor</b>					<b>1,346.00</b>
				<b>Total this Task</b>		<b>\$1,346.00</b>
				<b>Total this Project</b>		<b>\$3,962.50</b>
				<b>Total this Report</b>		<b>\$3,962.50</b>

BALANCE SHEET  
AS OF: JANUARY 31ST, 2022

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
100-1000	CLAIM ON POOLED CASH	2,516,670.10
100-1011	PETTY CASH - COURT	250.00
100-1014	CASH - TAX NOTES	2,004,008.26
100-1016	MERCHANT ACCT CASH	0.00
100-1018	CASH - DEVELOPMENT SERVICES	( 1,000.00)
100-1030	TEX-POOL	173,931.94
100-1131	NET PENSION ASSET	0.00
100-1141	DEFERRED OUTFLOWS OF RESOURCES	0.00
100-1142	DEFERRED OUTFLOWS - OPEB	0.00
100-1200	ACCOUNTS RECEIVABLE	112.95
100-1205	ALLOWANCE FOR UNCOLLECTIBLES	0.00
100-1206	ALLOWANCE FOR DOUBTFUL ACCTS	( 9,321.64)
100-1217	CENCOR PUD RECEIVABLE	0.01
100-1221	DUE FROM RCDC	24,542.19
100-1230	TAXES RECEIVABLE - GENERAL	36,824.38
100-1350	SALES TAX RECEIVABLE	57,060.11
		<u>4,803,078.30</u>
TOTAL ASSETS		4,803,078.30
=====		
<b>LIABILITIES</b>		
=====		
100-2000	ACCOUNTS PAYABLE POOLED	0.00
100-2008	ACCOUNTS PAYABLE - OTHER	6,718.18
100-2010	HEALTH INSURANCE PAYABLE	( 13,070.25)
100-2012	AFLAC INSURANCE PAYABLE	( 12.57)
100-2015	EDC SALES TAX PAYABLE	0.00
100-2016	EMPLOYEE 457 CONTRIB PAYABLE	7,717.31
100-2020	FEDERAL WH PAYABLE	118.12
100-2030	UNEMPLOYMENT TAX PAYABLE	( 3,599.19)
100-2035	SOCIAL SEC/MEDICARE PAYABLE	( 2,860.24)
100-2050	APPEARANCE BOND RESERVE	( 1,591.64)
100-2055	OMNIBASE PAYABLE	( 97.52)
100-2070	DEFERRED REVENUE	12,646.02
100-2080	TMRS RETIREMENT WITHHELD	( 2,171.21)
100-2110	COMPENSATED ABSENCE PAY	163.00
100-2115	WAGES PAYABLE	0.00
100-2117	UNCLAIMED PROPERTY	153.97
100-2122	ACCRUED INTEREST PAYABLE	0.00
100-2132	MY PARK DAY	921.96
100-2137	PARK PET PAVERS	2,025.57
100-2138	TAX NOTES PAYABLE-SR 2020	2,065,000.00
100-2139	DEFERRED REV-LEOSE FUNDS	0.00
100-2140	VEHICLE FINANCING NOTES	189,523.04
100-2249	DEFERRED REV-FIELD RENTAL	33,000.00
100-2250	DEFERRED TAX REV=DELINQUENT TX	27,502.74
100-2425	BLDG & MISC DEPOSITS	3,500.00
100-2600	TRAFFIC FINE RESERVE	9,200.36
		<u>2,334,787.65</u>
TOTAL LIABILITIES		

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
EQUITY		
=====		
100-3000	FUND BALANCE-UNAPPROPRATED	3,089,056.27
100-3030	AMOUNT TO BE PROVIDED FOR	( 1,289,474.90)
	TOTAL BEGINNING EQUITY	<u>1,799,581.37</u>
	TOTAL REVENUE	1,704,808.43
	TOTAL EXPENSES	<u>1,036,099.15</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	<u>668,709.28</u>
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	<u>2,468,290.65</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	4,803,078.30
=====		

200 WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
200-1000	CLAIM ON POOLED CASH	61,605.84
200-1016	MERCHANT ACCT CASH	250.00
200-1018	CASH - DEVELOPMENT SERVICES	1,000.00
200-1030	TEX-POOL	60,242.19
200-1131	NET PENSION	( 20,567.00)
200-1141	DEFERRED OUTFLOW OF RESOURCES	15,404.32
200-1142	DEFERRED OUTFLOWS-OPEB	1,570.00
200-1200	ACCOUNTS RECEIVABLE	218,760.00
200-1202	MISC AR -	210,158.92
200-1205	ALLOWANCE FOR UNCOLLECTIBLE	( 7,300.00)
200-1210	UNAPPLIED CREDITS	( 25,929.10)
200-1220	REFUNDS PAYABLE	( 855.91)
200-1250	ALLOWANCE FOR LOSSES	( 4,500.00)
200-1300	RETURNED CHECKS RECEIVABLE	( 8,687.53)
200-1600	WATER SYSTEM	1,885,140.74
200-1601	WATER LINE IMPROVEMENTS	1,799,149.92
200-1605	W/WW IMP BCR	561,036.56
200-1606	CAP IMP BACKFLOW	92,420.00
200-1610	ACCUMULATED DEPRECIATION	( 1,840,563.46)
200-1620	EQUIPMENT	27,951.36
200-1621	COMPUTER	1,726.00
200-1628	ACCUM DEPREC MAINT & OFFICE	( 37,361.43)
		<u>2,990,651.42</u>
TOTAL ASSETS		2,990,651.42
=====		
<b>LIABILITIES</b>		
=====		
200-2000	ACCOUNTS PAYABLE POOLED	0.00
200-2008	ACCOUNTS PAYABLE OTHER	37.00
200-2010	HEALTH INSURANCE PAYABLE	( 3,301.90)
200-2012	AFLAC INSURANCE PAYABLE	0.00
200-2015	ECONOMIC DEV SALES TAX	0.00
200-2016	EMPLOYEE 457 CONTRIB PAYABL	0.00
200-2020	FEDERAL WH PAYABLE	19.24
200-2030	UNEMPLOYMENT TAX PAYABLE	( 203.09)
200-2035	SOC SEC/MEDICARE PAYABLE	3,114.74
200-2080	TMRs RETIREMENT PAYABLE	( 2,930.90)
200-2100	METER SERVICE DEPOSITS	0.00
200-2110	COMPENSATED ABSENCE PAYABLE	9,097.98
200-2115	WAGES PAYABLE	0.00
200-2120	BONDS PAYABLE-SR2014 WTR IMP	( 187,605.00)
200-2121	BOND PREMIUM-SR2014 WTR IMPRV	911,635.76
200-2122	ACCRUED INTEREST PAYABLE	3,914.19
200-2128	DUE TO VENDORS	0.00
200-2140	DEFERRED INFLOWS OF RESOURCES	21,119.00
200-2142	RES STORM DISCHA PERMIT-ZONE 8	242.00
200-2145	OPEB LIABILITY	7,040.00
200-2400	CUSTOMER DEPOSITS PAYABLE	161,820.00

200 WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
200-2425	BLDG & MISC DEPOSITS	1,750.00
	TOTAL LIABILITIES	925,749.02
EQUITY		
=====		
200-3000	FUND BALANCE-UNAPPROPRATED	934,871.11
200-3600	INVEST IN FA NET RELATED DEBT	1,256,765.70
	TOTAL BEGINNING EQUITY	2,191,636.81
	TOTAL REVENUE	380,682.35
	TOTAL EXPENSES	507,416.76
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 126,734.41)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	2,064,902.40
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	2,990,651.42
=====		



301-STREET MAINTENANCE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
301-1000	CLAIM ON POOLED CASH	299,668.29	
301-1350	SALES TAX RECEIVABLE	<u>13,731.38</u>	
			<u>313,399.67</u>
TOTAL ASSETS			313,399.67
=====			
<b>LIABILITIES</b>			
=====			
301-2000	ACCOUNTS PAYABLE POOLED	0.00	
301-2140	Vehicle Financing Notes	<u>0.00</u>	
	TOTAL LIABILITIES		<u>0.00</u>
<b>EQUITY</b>			
=====			
301-3000	FUND BALANCE-UNAPPROPRATED	<u>311,616.84</u>	
	TOTAL BEGINNING EQUITY	311,616.84	
TOTAL REVENUE		54,803.53	
TOTAL EXPENSES		<u>53,020.70</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		1,782.83	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>313,399.67</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			313,399.67
=====			

## 310-COURT SECURITY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<hr/>		
ASSETS		
=====		
310-1000	CLAIM ON POOLED CASH	<u>8,314.16</u>
		<u>8,314.16</u>
TOTAL ASSETS		8,314.16
		=====
LIABILITIES		
=====		
310-2000	ACCOUNTS PAYABLE POOLED	0.00
310-2050	APPEARANCE BOND RESERVE	( 9.00)
310-2140	Vehicle Financing Notes	<u>0.00</u>
TOTAL LIABILITIES		( <u>9.00</u> )
EQUITY		
=====		
310-3000	UNAPPROPRIATED FUND BALANCE	3,685.92
310-3450	RESERVE FOR COURT TECHNOLOGY	( 11,157.52)
310-3451	RESERVE FOR COURT SECURITY	<u>15,320.85</u>
TOTAL BEGINNING EQUITY		<u>7,849.25</u>
TOTAL REVENUE		473.91
TOTAL EXPENSES		<u>0.00</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		<u>473.91</u>
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>8,323.16</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		8,314.16
		=====

## 320-COURT TECHNOLOGY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
320-1000	CLAIM ON POOLED CASH	<u>8,325.28</u>	
			<u>8,325.28</u>
TOTAL ASSETS			<u>8,325.28</u>
			=====
LIABILITIES			
=====			
320-2000	ACCOUNTS PAYABLE POOLED	0.00	
320-2008	ACCOUNTS PAYABLE OTHER	23.33	
320-2050	APPEARANCE BOND RESERVE	( 16.00)	
320-2140	Vehicle Financing Notes	<u>0.00</u>	
	TOTAL LIABILITIES		<u>7.33</u>
EQUITY			
=====			
320-3450	FUND BALNCE - COURT TECH	<u>7,922.90</u>	
	TOTAL BEGINNING EQUITY	<u>7,922.90</u>	
TOTAL REVENUE		400.65	
TOTAL EXPENSES		<u>5.60</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		<u>395.05</u>	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.			<u>8,317.95</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			<u>8,325.28</u>
			=====

## 330-COURT EFFICIENCY FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<hr/>			
ASSETS			
=====			
330-1000	CLAIM ON POOLED CASH	<u>114.31</u>	
			<u>114.31</u>
	TOTAL ASSETS		114.31
			=====
LIABILITIES			
=====			
330-2000	ACCOUNTS PAYABLE POOLED	0.00	
330-2140	Vehicle Financing Notes	<u>0.00</u>	
	TOTAL LIABILITIES		<u>0.00</u>
EQUITY			
=====			
330-3000	FUND BALANCE-UNAPPROPRATED	<u>114.31</u>	
	TOTAL BEGINNING EQUITY	114.31	
	TOTAL REVENUE	0.00	
	TOTAL EXPENSES	<u>0.00</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	0.00	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>114.31</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		114.31
			=====

430-DEBT SERVICE FUND 2014

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
430-1000	CLAIM ON POOLED CASH	150,117.99	
430-1007	CASH-DS SR2014 GO STREETS	( 1.34)	
430-1009	CASH-DS SR2014 WATER IMPROV	1.34	
430-1206	ALLOWANCE FOR DOUBTFUL COLL	( 1,782.07)	
430-1230	TAXES RECEIVABLE	<u>22,961.63</u>	
			<u>171,297.55</u>
TOTAL ASSETS			171,297.55
=====			
<b>LIABILITIES</b>			
=====			
430-2000	ACCOUNTS PAYABLE POOLED	0.00	
430-2140	Vehicle Financing Notes	0.00	
430-2250	DEFERRED TAX REV-DELINQUENT TX	<u>21,179.56</u>	
	TOTAL LIABILITIES		<u>21,179.56</u>
<b>EQUITY</b>			
=====			
430-3000	FUND BALANCE-UNAPPROPRATED	<u>156.31</u>	
	TOTAL BEGINNING EQUITY	156.31	
TOTAL REVENUE		184,936.68	
TOTAL EXPENSES		<u>34,975.00</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		149,961.68	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>150,117.99</u>	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			171,297.55
=====			

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JANUARY 31ST, 2022

440-DEBT SERVICE FUND 2012

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
440-1000	CLAIM ON POOLED CASH	<u>284,099.66</u>	
			<u>284,099.66</u>
	<b>TOTAL ASSETS</b>		<b>284,099.66</b>
			=====
<b>LIABILITIES</b>			
=====			
440-2000	ACCOUNTS PAYABLE POOLED	0.00	
440-2140	Vehicle Financing Notes	<u>0.00</u>	
	<b>TOTAL LIABILITIES</b>		<u>0.00</u>
<b>EQUITY</b>			
=====			
440-3000	FUND BALANCE-UNAPPROPRATED	( 408.96)	
	<b>TOTAL BEGINNING EQUITY</b>	( 408.96)	
	<b>TOTAL REVENUE</b>	292,576.12	
	<b>TOTAL EXPENSES</b>	<u>8,067.50</u>	
	<b>TOTAL REVENUE OVER/(UNDER) EXPENSES</b>	284,508.62	
	<b>TOTAL EQUITY &amp; REV. OVER/(UNDER) EXP.</b>		<u>284,099.66</u>
	<b>TOTAL LIABILITIES, EQUITY &amp; REV.OVER/(UNDER) EXP.</b>		<b>284,099.66</b>
			=====

450-DEBT SERVICE FUND 2019

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
450-1000	CLAIM ON POOLED CASH	<u>226,720.28</u>
		<u>226,720.28</u>
TOTAL ASSETS		226,720.28
		=====
<b>LIABILITIES</b>		
=====		
450-2000	ACCOUNTS PAYABLE POOLED	0.00
450-2140	Vehicle Financing Notes	<u>0.00</u>
TOTAL LIABILITIES		<u>0.00</u>
<b>EQUITY</b>		
=====		
450-3000	FUND BALANCE-UNAPPROPRATED	( <u>1,592.24</u> )
TOTAL BEGINNING EQUITY		( <u>1,592.24</u> )
TOTAL REVENUE		378,337.52
TOTAL EXPENSES		<u>150,025.00</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		<u>228,312.52</u>
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>226,720.28</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		226,720.28
		=====



460-DEBT SERVICE FUND 2020

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
460-1000	CLAIM ON POOLED CASH	<u>279,935.25</u>
		<u>279,935.25</u>
TOTAL ASSETS		279,935.25
		=====
LIABILITIES		
=====		
460-2000	ACCOUNTS PAYABLE POOLED	0.00
460-2140	Vehicle Financing Notes	<u>0.00</u>
TOTAL LIABILITIES		<u>0.00</u>
EQUITY		
=====		
460-3000	FUND BALANCE-UNAPPROPRATED	<u>2,447.95</u>
TOTAL BEGINNING EQUITY		<u>2,447.95</u>
TOTAL REVENUE		292,012.30
TOTAL EXPENSES		<u>14,525.00</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		<u>277,487.30</u>
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>279,935.25</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		279,935.25
		=====

## 702-DRAINAGE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
702-1000	CLAIM ON POOLED CASH	( 345,924.04)
702-1016	MERCHANT ACCT CASH	<u>6,275.00</u>
		( <u>339,649.04</u> )
TOTAL ASSETS		( 339,649.04)
=====		
<b>LIABILITIES</b>		
=====		
702-2000	ACCOUNTS PAYABLE POOLED	0.00
702-2008	ACCOUNTS PAYABLE - OTHER	0.00
702-2140	Vehicle Financing Notes	0.00
702-2141	RES STORM DISCHA PERMIT-ZONE 7	77,268.07
702-2143	RES STORM DISCHA PERMIT-ZONE 1	3,500.00
702-2144	RES STORM DISCHA PERMIT-ZONE 4	<u>37,384.00</u>
TOTAL LIABILITIES		<u>118,152.07</u>
=====		
<b>EQUITY</b>		
=====		
702-3000	FUND BALANCE-UNAPPROPRATED	( <u>451,821.26</u> )
TOTAL BEGINNING EQUITY		( <u>451,821.26</u> )
=====		
TOTAL REVENUE		33,228.00
TOTAL EXPENSES		<u>39,207.85</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		( <u>5,979.85</u> )
=====		
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		( <u>457,801.11</u> )
=====		
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		( 339,649.04)
=====		

800-WASTE WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
800-1000	CLAIM ON POOLED CASH	148,829.30
800-1030	TEX-POOL	301,996.96
800-1031	NET PENSION	( 20,567.00)
800-1141	DEFERRED OUTFLOW OF RESOURCES	15,404.32
800-1142	DEFERRED OUTFLOWS-OPEB	1,570.00
800-1200	ACCOUNTS RECEIVABLE	90,682.40
800-1205	ALLOWANCE FOR UNCOLLECTIBLE	( 9,000.00)
800-1213	MIRA VISTA PUD LIVE OAK	1,611.94
800-1215	OTHER RECEIVABLES (WATER)	59,354.16
800-1216	MIRA VISTA PUD RECEIVABLE	2,087.90
800-1217	CENCOR PUD RECEIVABLE	2,293.77
800-1218	ENDEAVOR PUD RECEIVABLE	12,107.11
800-1219	RESTITUTION RECEIVABLE	921.33
800-1611	ACCUM DEPREC - BUILDING	( 1,720.00)
800-1615	LINE IMPROVEMENTS	194,039.50
800-1616	WASTEWATER SYSTEM	12,262,665.58
800-1620	EQUIPMENT	99,957.22
800-1628	ACCUM DEPREC = MAINT & OFFICE	( 1,614,912.36)
800-1630	ACCUM DEPREC - EQUIPMENT	( 1,139,719.58)
800-1721	LAND IMPROVEMENTS	43,000.00
		<u>10,450,602.55</u>
TOTAL ASSETS		10,450,602.55
=====		
<b>LIABILITIES</b>		
=====		
800-2000	ACCOUNTS PAYABLE POOLED	0.00
800-2008	ACCOUNTS PAYABLE OTHER	257.07
800-2010	HEALTH INSURANCE PAYABLE	( 3,552.95)
800-2012	AFLAC INSURANCE PAYABLE	0.00
800-2016	EMPLOYEE 457 CONTRIB PAYABL	0.00
800-2020	FEDERAL WH PAYABLE	17.15
800-2030	UNEMPLOYMENT TAX PAYABLE	( 538.44)
800-2035	SOC SEC/MEDICARE PAYABLE	8.20
800-2080	TMRS RETIREMENT PAYABLE	( 2,478.69)
800-2090	DEFERRED REV- PAVING ASSESS	0.00
800-2091	DEFERRED REVENUE-PAVING ASSES	323.48
800-2110	COMPENSATED ABSENCE PAYABLE	9,097.98
800-2115	WAGES PAYABLE	0.00
800-2122	ACCRUED INTEREST PAYABLE	61,620.00
800-2124	BONDS PAYABLE-SR2012A	900,000.00
800-2135	BONDS PAYABLE-2019 REFUNDING	9,255,000.00
800-2136	BOND PREMIUM-2019 REFUNDING	529,771.53
800-2140	DEFERRED INFLOWS OF RESOURCES	21,119.00
800-2142	RES STORM DISCHA PERMIT-ZONE 8	242.00
800-2145	OPEB LIABILITY	7,040.00
	TOTAL LIABILITIES	<u>10,777,926.33</u>

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JANUARY 31ST, 2022

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800-WASTE WATER FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
EQUITY		
=====		
800-3000	FUND BALANCE-UNAPPROPRATED	41,551.74
800-3030	AMOUNT TO BE PROVIDED FOR	( 105,000.00)
800-3451	RESERVE FOR COURT SECURITY	( 137,476.19)
800-3600	INVEST IN FA NET RELATED DEBT	<u>136,933.00</u>
	TOTAL BEGINNING EQUITY	( 63,991.45)
	TOTAL REVENUE	274,956.89
	TOTAL EXPENSES	<u>538,288.88</u>
	TOTAL REVENUE OVER/(UNDER) EXPENSES	( 263,331.99)
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	( <u>327,323.44</u> )
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.	10,450,602.89
=====		
	*** AMOUNT OUT OF BALANCE ***	0.34-

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

100-GENERAL FUND  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
ADMINISTRATION	2,366,074.00	679,944.35	1,564,418.08	66.12	801,655.92
DEVELOPMENT SERVICES	143,550.00	45,131.35	73,716.35	51.35	69,833.65
UTILITY BILLING	125,976.00	0.00	0.00	0.00	125,976.00
STREETS	95,466.00	13,659.80	53,020.70	55.54	42,445.30
POLICE	2,250.00	50.00	145.00	6.44	2,105.00
COURT	34,300.00	2,849.93	12,233.30	35.67	22,066.70
PARK DEPARTMENT	38,200.00	400.00	1,275.00	3.34	36,925.00
TOTAL REVENUES	2,805,816.00	742,035.43	1,704,808.43	60.76	1,101,007.57
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	607,252.00	59,256.08	358,171.25	58.98	249,080.75
DEVELOPMENT SERVICES	219,161.00	12,889.98	50,782.47	23.17	168,378.53
SANITATION	129,000.00	12,356.21	37,068.63	28.74	91,931.37
UTILITY BILLING	130,071.00	7,053.95	29,717.37	22.85	100,353.63
STREETS	97,010.00	3,720.79	26,029.23	26.83	70,980.77
POLICE	1,295,009.00	145,906.21	474,367.94	36.63	820,641.06
COURT	102,135.00	5,472.58	27,312.44	26.74	74,822.56
PARK DEPARTMENT	107,328.00	9,096.83	28,163.09	26.24	79,164.91
PUBLIC WORKS	27,050.00	595.53	4,486.73	16.59	22,563.27
TOTAL EXPENDITURES	2,714,016.00	256,348.16	1,036,099.15	38.18	1,677,916.85
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	91,800.00	485,687.27	668,709.28	(	576,909.28)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

100-GENERAL FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
ADMINISTRATION					
=====					
TAXES					
100-4-10-4000 CURRENT PROPERTY TAXES	1,366,074.00	609,119.74	1,261,625.47	92.35	104,448.53
100-4-10-4020 PENALTY & INTEREST ON TAXES	7,300.00	709.78	1,104.45	15.13	6,195.55
100-4-10-4030 GROSS RECEIPTS TAX (GAS)	15,000.00	0.00	6,467.51	43.12	8,532.49
100-4-10-4035 TELECOMMUNICATIONS TAX	20,000.00	28.00	5,439.69	27.20	14,560.31
100-4-10-4036 MIXED BEVERAGE TAX	5,000.00	438.71	1,624.89	32.50	3,375.11
100-4-10-4037 4-B SALES TAX	150,000.00	13,818.61	54,775.84	36.52	95,224.16
100-4-10-4040 CITY SALES TAX	550,000.00	55,274.41	219,103.36	39.84	330,896.64
100-4-10-4050 FRANCHISE TAX (CABLE TV)	5,000.00	437.89	1,532.96	30.66	3,467.04
100-4-10-4051 ELECT UTIL FRANCHISE FEE	90,000.00	0.00	0.00	0.00	90,000.00
TOTAL TAXES	2,208,374.00	679,827.14	1,551,674.17	70.26	656,699.83
CHARGE FOR SERVICES					
100-4-10-4209 RCDC ADMINISTRATION FEES	88,000.00	0.00	0.00	0.00	88,000.00
100-4-10-4236 WATER FUND ADMIN FEE	40,000.00	0.00	0.00	0.00	40,000.00
100-4-10-4237 WASTEWATER FD ADMIN FEE	28,000.00	0.00	0.00	0.00	28,000.00
TOTAL CHARGE FOR SERVICES	156,000.00	0.00	0.00	0.00	156,000.00
LICENSE & PERMITS					
100-4-10-4316 SOLICITAION PERMIT FEES	100.00	0.00	0.00	0.00	100.00
TOTAL LICENSE & PERMITS	100.00	0.00	0.00	0.00	100.00
INVESTMENT INCOME					
100-4-10-4400 INTEREST INCOME	100.00	5.54	21.74	21.74	78.26
100-4-10-4401 INTEREST INCOME - CHECKING	500.00	60.61	170.72	34.14	329.28
100-4-10-4405 INTEREST INCOME - TAX NOTES	500.00	51.06	202.58	40.52	297.42
TOTAL INVESTMENT INCOME	1,100.00	117.21	395.04	35.91	704.96
MISCELLANEOUS REVENUE					
100-4-10-4540 MISCELLANEOUS RECEIPTS	500.00	0.00	12,348.87	2,469.77 (	11,848.87)
100-4-10-4565 GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	500.00	0.00	12,348.87	2,469.77 (	11,848.87)
TOTAL ADMINISTRATION					
	2,366,074.00	679,944.35	1,564,418.08	66.12	801,655.92
DEVELOPMENT SERVICES					
=====					
CHARGE FOR SERVICES					
100-4-15-4210 BOARD OF ADJUSTMENT FEES	300.00	0.00	0.00	0.00	300.00
TOTAL CHARGE FOR SERVICES	300.00	0.00	0.00	0.00	300.00

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100-GENERAL FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>LICENSE &amp; PERMITS</u>					
100-4-15-4301 TREE REMOVAL AND REPLACEMENT	500.00	3,005.00	5,375.00	1,075.00 (	4,875.00)
100-4-15-4302 INSPECTIONS	50,000.00	7,200.00	15,450.00	30.90	34,550.00
100-4-15-4303 BUILDING FEES	90,000.00	31,461.35	46,426.35	51.58	43,573.65
100-4-15-4304 ZONING CHANGE	0.00	0.00	0.00	0.00	0.00
100-4-15-4305 SIGN FEES	100.00	0.00	0.00	0.00	100.00
100-4-15-4306 EMERGENCY & UTILITIES PERMITS	150.00	0.00	0.00	0.00	150.00
100-4-15-4310 PLAT FEES	2,000.00	0.00	2,400.00	120.00 (	400.00)
100-4-15-4311 VARIANCE FEES	500.00	3,465.00	4,065.00	813.00 (	3,565.00)
TOTAL LICENSE & PERMITS	143,250.00	45,131.35	73,716.35	51.46	69,533.65
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TOTAL DEVELOPMENT SERVICES	143,550.00	45,131.35	73,716.35	51.35	69,833.65
<hr/>					
<u>UTILITY BILLING</u>					
=====					
<u>MISCELLANEOUS REVENUE</u>					
100-4-25-4579 WATER REVENUE-TRANSFER IN	62,988.00	0.00	0.00	0.00	62,988.00
100-4-25-4580 WASTEWATER REV-TRANSFER IN	62,988.00	0.00	0.00	0.00	62,988.00
TOTAL MISCELLANEOUS REVENUE	125,976.00	0.00	0.00	0.00	125,976.00
<hr/>					
TOTAL UTILITY BILLING	125,976.00	0.00	0.00	0.00	125,976.00
<hr/>					
<u>STREETS</u>					
=====					
<u>OTHER REVENUE</u>					
100-4-30-4721 TRANSFER FROM STREET MAINT	95,466.00	13,659.80	53,020.70	55.54	42,445.30
TOTAL OTHER REVENUE	95,466.00	13,659.80	53,020.70	55.54	42,445.30
<hr/>					
TOTAL STREETS	95,466.00	13,659.80	53,020.70	55.54	42,445.30
<hr/>					
<u>POLICE</u>					
=====					
<u>MISCELLANEOUS REVENUE</u>					
100-4-40-4542 POLICE MISCELLANEOUS REVENUE	250.00	10.00	25.00	10.00	225.00
100-4-40-4558 VEHICLE OPERATIONS	1,000.00	40.00	120.00	12.00	880.00
100-4-40-4567 LEASE FUNDS	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MISCELLANEOUS REVENUE	2,250.00	50.00	145.00	6.44	2,105.00
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TOTAL POLICE	2,250.00	50.00	145.00	6.44	2,105.00



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100-GENERAL FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>COURT</u>					
=====					
<u>COURT REVENUE</u>					
100-4-50-4100 COURT FINES	25,000.00	2,251.53	9,169.73	36.68	15,830.27
100-4-50-4101 COLLECTION AGENCY FEES	2,000.00	16.38	381.78	19.09	1,618.22
100-4-50-4105 MUNI COURT BLDG SECURITY	50.00	0.00	0.00	0.00	50.00
100-4-50-4110 ADMINISTRATIVE COURT FEES	2,500.00	199.90	1,056.47	42.26	1,443.53
100-4-50-4127 DRIVER SAFETY COURSE ADM FEE	100.00	0.00	0.00	0.00	100.00
100-4-50-4128 TRUANCY PREVENTION FUND	250.00	115.67	481.87	192.75 (	231.87)
100-4-50-4155 CHILD SAFETY REVENUE	2,000.00	160.08	626.12	31.31	1,373.88
100-4-50-4190 TRUANCY PREVENTION & DIVERSI	750.00	0.00	0.00	0.00	750.00
100-4-50-4191 MUNICIPAL COURT TECHNOLOGY	50.00	0.00	0.00	0.00	50.00
100-4-50-4192 MUNICIPAL JURY FUND	50.00	2.30	9.36	18.72	40.64
TOTAL COURT REVENUE	32,750.00	2,745.86	11,725.33	35.80	21,024.67
<u>MISCELLANEOUS REVENUE</u>					
100-4-50-4526 CREDIT-DEBIT CARD FEES	1,500.00	104.07	507.97	33.86	992.03
100-4-50-4540 MISCELLANEOUS RECEIPTS	50.00	0.00	0.00	0.00	50.00
TOTAL MISCELLANEOUS REVENUE	1,550.00	104.07	507.97	32.77	1,042.03
<u>TOTAL COURT</u>					
	34,300.00	2,849.93	12,233.30	35.67	22,066.70
<u>PARK DEPARTMENT</u>					
=====					
<u>LICENSE &amp; PERMITS</u>					
100-4-55-4319 COMMERCIAL PARK PERMITS	5,000.00	0.00	550.00	11.00	4,450.00
100-4-55-4320 FIELD LEASE	33,000.00	0.00	0.00	0.00	33,000.00
TOTAL LICENSE & PERMITS	38,000.00	0.00	550.00	1.45	37,450.00
<u>MISCELLANEOUS REVENUE</u>					
100-4-55-4523 DONATIONS-COMM EDUC GARGEN	100.00	0.00	0.00	0.00	100.00
100-4-55-4555 DONATIONS - PARK	100.00	400.00	725.00	725.00 (	625.00)
TOTAL MISCELLANEOUS REVENUE	200.00	400.00	725.00	362.50 (	525.00)
<u>TOTAL PARK DEPARTMENT</u>					
	38,200.00	400.00	1,275.00	3.34	36,925.00
<u>TOTAL REVENUES</u>					
	2,805,816.00	742,035.43	1,704,808.43	60.76	1,101,007.57
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100-GENERAL FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>ADMINISTRATION</b>					
=====					
<b>PERSONNEL</b>					
100-5-10-5000 SALARY	105,283.00	4,579.43	35,314.97	33.54	69,968.03
100-5-10-5002 HOLIDAY COMPENSATION	5,000.00	0.00	5,000.00	100.00	0.00
100-5-10-5009 RETIREMENT PAYOUT RESERVE	10,000.00	0.00	0.00	0.00	10,000.00
100-5-10-5010 TRAINING	8,000.00	389.40	4,654.79	58.18	3,345.21
100-5-10-5020 HEALTH INSURANCE	5,829.00	282.24	2,123.40	36.43	3,705.60
100-5-10-5030 WORKERS COMP INSURANCE	1,500.00	0.00	1,454.08	96.94	45.92
100-5-10-5035 SOCIAL SECURITY/MEDICARE	9,202.00	350.33	2,803.31	30.46	6,398.69
100-5-10-5040 UNEMPLOYMENT COMP INSUR	294.00	245.89	287.89	97.92	6.11
100-5-10-5050 TX MUNICIPAL RETIREMENT SYS	14,434.00	543.65	5,316.76	36.83	9,117.24
100-5-10-5060 STORM RELATED PAYROLL	10,000.00	0.00	218.30	2.18	9,781.70
TOTAL PERSONNEL	169,542.00	6,390.94	57,173.50	33.72	112,368.50
<b>SUPPLIES &amp; OPERATION EXP</b>					
100-5-10-5101 FAX / COPIER	2,500.00	262.02	1,357.71	54.31	1,142.29
100-5-10-5103 PRINTING & REPRODUCTION	1,000.00	403.00	720.41	72.04	279.59
100-5-10-5110 POSTAGE	1,200.00	9.50	509.50	42.46	690.50
100-5-10-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-10-5115 STORM RELATED EXPENSES	5,000.00	0.00	0.00	0.00	5,000.00
100-5-10-5120 SUBSCRIPTIONS & MEMBERSHIPS	4,700.00	171.98	1,306.97	27.81	3,393.03
100-5-10-5125 TRAVEL	2,000.00	0.00	2,335.37	116.77 (	335.37)
100-5-10-5140 TELEPHONE	3,000.00	700.36	1,424.79	47.49	1,575.21
100-5-10-5157 RECORDS MANAGEMENT	3,000.00	299.73	897.11	29.90	2,102.89
100-5-10-5158 OFFICE SUPPLIES	8,000.00	240.03	1,803.95	22.55	6,196.05
100-5-10-5198 Maint & Supplies - Janitorial	4,560.00	937.13	1,697.13	37.22	2,862.87
TOTAL SUPPLIES & OPERATION EXP	34,960.00	3,023.75	12,052.94	34.48	22,907.06
<b>CONTRACTUAL SERVICES</b>					
100-5-10-5201 COLLECTION AGENCY FEES	0.00	0.00	0.00	0.00	0.00
100-5-10-5204 LEGAL SERVICES - MOPAC	0.00	0.00	0.00	0.00	0.00
100-5-10-5207 LEGAL SERVICES - CODE REVIEW	0.00	0.00	0.00	0.00	0.00
100-5-10-5210 LEGAL SERVICES	90,000.00	0.00	14,221.56	15.80	75,778.44
100-5-10-5211 LEGAL SERVICES - PPIA	7,500.00	0.00	1,831.48	24.42	5,668.52
100-5-10-5214 EMERGENCY NOTIFICATION SYS	2,400.00	0.00	1,275.00	53.13	1,125.00
100-5-10-5217 PAYROLL SERVICES	4,500.00	651.85	1,625.43	36.12	2,874.57
100-5-10-5226 DRUG TESTING	100.00	0.00	0.00	0.00	100.00
100-5-10-5230 AUDIT	20,000.00	1,595.00	1,595.00	7.98	18,405.00
100-5-10-5231 HEALTH FEE / TRAVIS COUNTY	1,500.00	0.00	1,500.00	100.00	0.00
100-5-10-5236 COMMUNICATIONS & OUTREACH	20,000.00	0.00	4,022.32	20.11	15,977.68
100-5-10-5237 TAX ASSESSMENT / COLLECTION	2,500.00	0.00	1,778.36	71.13	721.64
100-5-10-5240 INSURANCE - PROP & GEN LIAB	8,500.00	1,000.00	8,813.54	103.69 (	313.54)
100-5-10-5250 INSURANCE - OFFICIAL LIABILITY	5,200.00	0.00	3,857.28	74.18	1,342.72
100-5-10-5258 ACL Event	10,500.00	0.00	6,639.75	63.24	3,860.25
100-5-10-5260 APPRAISAL DISTRICT - T/C	10,000.00	0.00	2,779.31	27.79	7,220.69
100-5-10-5270 ENGINEERING SERVICES	2,000.00	6,439.23	15,268.47	763.42 (	13,268.47)
TOTAL CONTRACTUAL SERVICES	184,700.00	9,686.08	65,207.50	35.30	119,492.50

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-10-5300 COMPUTER SOFTWARE & SUPP	40,000.00	16,601.86	29,485.18	73.71	10,514.82
100-5-10-5301 PUBLIC MEETINGS TECHNOLOGY	14,000.00	9,756.65	17,225.20	123.04 (	3,225.20)
100-5-10-5302 WEBSITE SUPPORT	5,500.00	0.00	0.00	0.00	5,500.00
100-5-10-5309 INCODE SOFTWARE	0.00	0.00	7,450.23	0.00 (	7,450.23)
100-5-10-5311 IT SERVICES TPIA	1,200.00	0.00	0.00	0.00	1,200.00
100-5-10-5325 ELECTION SERVICES	2,000.00	0.00	0.00	0.00	2,000.00
100-5-10-5330 ELECTION PUBLIC NOTICES	1,000.00	0.00	0.00	0.00	1,000.00
100-5-10-5331 ADVERTISING	1,000.00	0.00	1,165.37	116.54 (	165.37)
100-5-10-5332 COMPREHENSIVE LR PLAN	0.00	0.00	2,500.00	0.00 (	2,500.00)
100-5-10-5340 MISCELLANEOUS	0.00	137.00	112,890.64	0.00 (	112,890.64)
100-5-10-5341 ZILKER CLUBHOUSE	1,350.00	0.00	0.00	0.00	1,350.00
TOTAL MISCELLANEOUS OTHER EXP	66,050.00	26,495.51	170,716.62	258.47 (	104,666.62)
<u>CAPITAL OUTLAY</u>					
100-5-10-5413 FURNITURE	1,000.00	0.00	0.00	0.00	1,000.00
100-5-10-5414 COMPUTERS	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL CAPITAL OUTLAY	2,000.00	0.00	0.00	0.00	2,000.00
<u>OTHER NON-DEPARTMENTAL</u>					
100-5-10-5525 4B SALES TAX ALLOCATION	150,000.00	13,659.80	53,020.69	35.35	96,979.31
TOTAL OTHER NON-DEPARTMENTAL	150,000.00	13,659.80	53,020.69	35.35	96,979.31
TOTAL ADMINISTRATION	607,252.00	59,256.08	358,171.25	58.98	249,080.75
DEVELOPMENT SERVICES					
=====					
<u>PERSONNEL</u>					
100-5-15-5000 SALARY	89,007.00	5,611.24	20,664.11	23.22	68,342.89
100-5-15-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-15-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-15-5010 TRAINING	3,000.00	0.00	0.00	0.00	3,000.00
100-5-15-5020 HEALTH INSURANCE	9,575.00	689.86	2,814.89	29.40	6,760.11
100-5-15-5030 WORKERS COMP INSURANCE	950.00	0.00	920.92	96.94	29.08
100-5-15-5035 SOCIAL SECURITY/MEDICARE	6,809.00	429.26	1,896.66	27.86	4,912.34
100-5-15-5040 UNEMPLOYMENT COMP INSUR	339.00	40.98	40.98	12.09	298.02
100-5-15-5050 TX MUNICIPAL RETIREMENT SYS	10,681.00	769.39	2,305.49	21.58	8,375.51
100-5-15-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	120,361.00	7,540.73	28,643.05	23.80	91,717.95
<u>SUPPLIES &amp; OPERATION EXP</u>					
100-5-15-5101 FAX / COPIER	100.00	0.00	0.00	0.00	100.00
100-5-15-5103 PRINTING & REPRODUCTION	100.00	0.00	350.00	350.00 (	250.00)
100-5-15-5110 POSTAGE	500.00	0.00	0.00	0.00	500.00
100-5-15-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-15-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-15-5120 SUBSCRIPTIONS & MEMBERSHIPS	500.00	0.00	0.00	0.00	500.00

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-15-5125 TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00
100-5-15-5140 TELEPHONE	1,000.00	29.75	239.85	23.99	760.15
100-5-15-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-15-5158 OFFICE SUPPLIES	100.00	0.00	6.62	6.62	93.38
TOTAL SUPPLIES & OPERATION EXP	3,300.00	29.75	596.47	18.07	2,703.53
<u>CONTRACTUAL SERVICES</u>					
100-5-15-5200 BUILDING INSPECTION SERVICE	50,000.00	2,150.00	8,065.00	16.13	41,935.00
100-5-15-5210 LEGAL SERVICES	0.00	0.00	4,799.20	0.00	4,799.20
100-5-15-5251 BUILDING PLAN REVIEWS	15,000.00	700.00	1,660.25	11.07	13,339.75
100-5-15-5252 ZONING REVIEWS	20,000.00	2,469.50	7,018.50	35.09	12,981.50
100-5-15-5253 ARBORIST REVIEWS	500.00	0.00	0.00	0.00	500.00
100-5-15-5257 MY PERMIT NOW	0.00	0.00	0.00	0.00	0.00
100-5-15-5270 Engineering Services	7,000.00	0.00	0.00	0.00	7,000.00
TOTAL CONTRACTUAL SERVICES	92,500.00	5,319.50	21,542.95	23.29	70,957.05
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-15-5300 COMPUTER SOFTWARE & SUPPORT	2,000.00	0.00	0.00	0.00	2,000.00
100-5-15-5331 ADVERTISING	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MISCELLANEOUS OTHER EXP	3,000.00	0.00	0.00	0.00	3,000.00
 TOTAL DEVELOPMENT SERVICES	 219,161.00	 12,889.98	 50,782.47	 23.17	 168,378.53
 SANITATION =====					
<u>CONTRACTUAL SERVICES</u>					
100-5-20-5270 ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00
100-5-20-5286 SPRING CLEAN-UP	1,000.00	0.00	0.00	0.00	1,000.00
100-5-20-5287 STORM DEBRIS AND CLEAN-UP	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL CONTRACTUAL SERVICES	4,000.00	0.00	0.00	0.00	4,000.00
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-20-5370 WASTE & DISPOSAL SERVICE	125,000.00	12,356.21	37,068.63	29.65	87,931.37
TOTAL MISCELLANEOUS OTHER EXP	125,000.00	12,356.21	37,068.63	29.65	87,931.37
 TOTAL SANITATION	 129,000.00	 12,356.21	 37,068.63	 28.74	 91,931.37
 UTILITY BILLING =====					
<u>PERSONNEL</u>					
100-5-25-5000 SALARY	89,007.00	5,100.00	20,380.00	22.90	68,627.00
100-5-25-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-25-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-25-5010 TRAINING	1,000.00	0.00	665.00	66.50	335.00
100-5-25-5020 HEALTH INSURANCE	9,422.00	766.50	3,023.53	32.09	6,398.47
100-5-25-5030 WORKERS COMP INSURANCE	950.00	0.00	920.92	96.94	29.08

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100-5-25-5035 SOCIAL SECURITY/MEDICARE	6,809.00	390.16	1,559.11	22.90	5,249.89
100-5-25-5040 UNEMPLOYMENT COMP INSUR	152.00	0.00	0.00	0.00	152.00
100-5-25-5050 TX MUNICIPAL RETIREMENT SYS	10,681.00	377.29	2,142.16	20.06	8,538.84
100-5-25-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	118,021.00	6,633.95	28,690.72	24.31	89,330.28
<u>SUPPLIES &amp; OPERATION EXP</u>					
100-5-25-5101 FAX / COPIER	100.00	0.00	0.00	0.00	100.00
100-5-25-5103 PRINTING & REPRODUCTION	1,200.00	0.00	606.65	50.55	593.35
100-5-25-5110 POSTAGE	2,500.00	420.00	420.00	16.80	2,080.00
100-5-25-5120 SUBSCRIPTIONS & MEMBERSHIPS	500.00	0.00	0.00	0.00	500.00
100-5-25-5125 TRAVEL	500.00	0.00	0.00	0.00	500.00
100-5-25-5140 TELEPHONE	750.00	0.00	0.00	0.00	750.00
100-5-25-5158 OFFICE SUPPLIES	300.00	0.00	0.00	0.00	300.00
TOTAL SUPPLIES & OPERATION EXP	5,850.00	420.00	1,026.65	17.55	4,823.35
<u>CONTRACTUAL SERVICES</u>					
100-5-25-5202 T TECH FEES	200.00	0.00	0.00	0.00	200.00
100-5-25-5210 LEGAL SERVICES	500.00	0.00	0.00	0.00	500.00
TOTAL CONTRACTUAL SERVICES	700.00	0.00	0.00	0.00	700.00
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-25-5300 COMPUTER SOFTWARE/SUPPORT	5,000.00	0.00	0.00	0.00	5,000.00
100-5-25-5331 ADVERTISING	500.00	0.00	0.00	0.00	500.00
TOTAL MISCELLANEOUS OTHER EXP	5,500.00	0.00	0.00	0.00	5,500.00
 TOTAL UTILITY BILLING	 130,071.00	 7,053.95	 29,717.37	 22.85	 100,353.63
 STREETS =====					
<u>PERSONNEL</u>					
100-5-30-5000 SALARY	53,529.00	2,408.20	13,266.98	24.78	40,262.02
100-5-30-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-30-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-30-5010 TRAINING	0.00	0.00	0.00	0.00	0.00
100-5-30-5020 HEALTH INSURANCE	4,996.00	234.60	1,168.42	23.39	3,827.58
100-5-30-5030 WORKERS COMP INSURANCE	700.00	0.00	678.57	96.94	21.43
100-5-30-5035 SOCIAL SECURITY/MEDICARE	4,095.00	184.23	1,146.88	28.01	2,948.12
100-5-30-5040 UNEMPLOYMENT COMP INSUR	181.00	95.77	95.77	52.91	85.23
100-5-30-5050 TX MUNICIPAL RETIREMENT SYS	6,424.00	291.56	1,545.55	24.06	4,878.45
100-5-30-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	69,925.00	3,214.36	17,902.17	25.60	52,022.83
<u>SUPPLIES &amp; OPERATION EXP</u>					
100-5-30-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-30-5103 PRINTING & REPRODUCTION	0.00	0.00	0.00	0.00	0.00
100-5-30-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-30-5114 COVID-19	0.00	0.00	0.00	0.00	0.00

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33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-30-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-30-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-30-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-30-5130 UTILITIES	2,000.00	225.21	627.07	31.35	1,372.93
100-5-30-5140 TELEPHONE	500.00	90.04	360.18	72.04	139.82
100-5-30-5145 UNIFORMS & ACCESSORIES	1,000.00	138.02	367.13	36.71	632.87
100-5-30-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-30-5158 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-5-30-5161 TREE TRIMMING SERVICE	1,500.00	0.00	0.00	0.00	1,500.00
100-5-30-5162 STREET SWEEPING	0.00	0.00	0.00	0.00	0.00
100-5-30-5180 SIGNS & BARRICADES	2,500.00	0.00	0.00	0.00	2,500.00
100-5-30-5181 EQUIPMENT RENTAL	1,000.00	0.00	0.00	0.00	1,000.00
100-5-30-5190 MATERIALS	1,000.00	0.00	0.00	0.00	1,000.00
100-5-30-5195 VEHICLE OPERATIONS	3,500.00	53.16	348.74	9.96	3,151.26
100-5-30-5196 VEHICLE MAINT & REPAIRS	500.00	0.00	0.00	0.00	500.00
TOTAL SUPPLIES & OPERATION EXP	13,500.00	506.43	1,703.12	12.62	11,796.88
<u>CONTRACTUAL SERVICES</u>					
100-5-30-5255 VEHICLE INSURANCE	600.00	0.00	439.31	73.22	160.69
100-5-30-5270 ENGINEERING	0.00	0.00	2,145.25	0.00 (	2,145.25)
100-5-30-5276 PAYING AGENT FEES	200.00	0.00	0.00	0.00	200.00
TOTAL CONTRACTUAL SERVICES	800.00	0.00	2,584.56	323.07 (	1,784.56)
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-30-5350 TOOLS/EQUIPMENT & REPAIR	2,000.00	0.00	0.00	0.00	2,000.00
100-5-30-5355 STREET MAINT & REPAIRS	10,000.00	0.00	3,839.38	38.39	6,160.62
TOTAL MISCELLANEOUS OTHER EXP	12,000.00	0.00	3,839.38	31.99	8,160.62
<u>CAPITAL OUTLAY</u>					
100-5-30-5494 Veh Fin Note - Debt Service	0.00	0.00	0.00	0.00	0.00
100-5-30-5495 NEW VEHICLE & OUTFITTING	785.00	0.00	0.00	0.00	785.00
TOTAL CAPITAL OUTLAY	785.00	0.00	0.00	0.00	785.00
 TOTAL STREETS	 97,010.00	 3,720.79	 26,029.23	 26.83	 70,980.77
 POLICE					
=====					
<u>PERSONNEL</u>					
100-5-40-5000 SALARY	732,066.00	58,337.54	227,844.20	31.12	504,221.80
100-5-40-5002 HOLIDAY COMPENSATION	26,775.00	0.00	0.00	0.00	26,775.00
100-5-40-5006 OVERTIME	10,000.00	0.00	3,317.88	33.18	6,682.12
100-5-40-5007 STIPEND	19,000.00	462.50	2,387.50	12.57	16,612.50
100-5-40-5009 RETIREMENT PAYOUT RESERVE	10,000.00	0.00	0.00	0.00	10,000.00
100-5-40-5010 TRAINING	10,000.00	7.60	307.60	3.08	9,692.40
100-5-40-5011 RESERVE OFFICER PAY	15,000.00	0.00	0.00	0.00	15,000.00
100-5-40-5012 LEOSE Training	1,025.00	0.00	0.00	0.00	1,025.00
100-5-40-5020 HEALTH INSURANCE	77,016.00	6,979.82	26,176.60	33.99	50,839.40
100-5-40-5030 WORKERS COMP INSURANCE	10,800.00	894.31	11,363.66	105.22 (	563.66)

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
100-5-40-5035 SOCIAL SECURITY/MEDICARE	61,035.00	4,449.06	17,524.84	28.71	43,510.16
100-5-40-5040 UNEMPLOYMENT COMP INSUR	2,749.00	648.79	648.79	23.60	2,100.21
100-5-40-5050 TX MUNICIPAL RETIREMENT SYS	95,741.00	7,190.72	26,930.92	28.13	68,810.08
100-5-40-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
100-5-40-5070 POLICE PROFESSIONAL LIABILITY	8,500.00	0.00	6,529.74	76.82	1,970.26
TOTAL PERSONNEL	1,079,707.00	78,970.34	323,031.73	29.92	756,675.27
<u>SUPPLIES &amp; OPERATION EXP</u>					
100-5-40-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-40-5103 PRINTING & REPRODUCTION	1,000.00	0.00	80.75	8.08	919.25
100-5-40-5105 TICKET WRITERS	0.00	0.00	0.00	0.00	0.00
100-5-40-5106 TICKET WRITER FEES	2,500.00	0.00	0.00	0.00	2,500.00
100-5-40-5107 POLICE QUALIFICATIONS	3,000.00	0.00	1,234.30	41.14	1,765.70
100-5-40-5108 PROPERTY & EVIDENCE	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5109 BICYCLE MAINTENANCE	250.00	0.00	0.00	0.00	250.00
100-5-40-5110 POSTAGE	250.00	15.05	307.39	122.96 (	57.39)
100-5-40-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-40-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-40-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-40-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-40-5140 TELEPHONE	8,000.00	330.15	2,180.85	27.26	5,819.15
100-5-40-5143 POLICE CAR & ACCESSORIES	5,000.00	0.00	330.00	6.60	4,670.00
100-5-40-5144 POLICE SUPPLIES	3,000.00	0.00	70.02	2.33	2,929.98
100-5-40-5145 UNIFORMS & ACCESSORIES	7,500.00	0.00	2,705.49	36.07	4,794.51
100-5-40-5157 RECORDS MANAGEMENT	5,700.00	0.00	0.00	0.00	5,700.00
100-5-40-5158 OFFICE SUPPLIES	1,000.00	52.08	365.69	36.57	634.31
100-5-40-5159 NATIONAL NIGHT OUT SUPPLIES	2,500.00	0.00	319.45	12.78	2,180.55
100-5-40-5185 COMMUNICATION EQUIP MAINT	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5186 RADAR CERTIFICATION	250.00	0.00	0.00	0.00	250.00
100-5-40-5195 VEHICLE OPERATION	14,000.00	1,198.54	3,505.73	25.04	10,494.27
100-5-40-5196 VEHICLE MAINT & REPAIRS	5,000.00	478.59	586.16	11.72	4,413.84
TOTAL SUPPLIES & OPERATION EXP	60,950.00	2,074.41	11,685.83	19.17	49,264.17
<u>CONTRACTUAL SERVICES</u>					
100-5-40-5211 RADIO SERVICES	5,600.00	0.00	1,017.72	18.17	4,582.28
100-5-40-5216 DISPATCH SERVICES	26,500.00	0.00	0.00	0.00	26,500.00
100-5-40-5226 DRUG TESTING	200.00	10.00	181.40	90.70	18.60
100-5-40-5238 APPLICANT TESTING	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5239 LABORATORY SERVICES	1,000.00	0.00	0.00	0.00	1,000.00
100-5-40-5255 VEHICLE INSURANCE	5,050.00	0.00	3,697.56	73.22	1,352.44
100-5-40-5258 ACL EVENT	34,000.00	450.00	32,409.00	95.32	1,591.00
TOTAL CONTRACTUAL SERVICES	73,350.00	460.00	37,305.68	50.86	36,044.32
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-40-5300 COMPUTER SOFTWARE & SUPPORT	43,000.00	6,162.13	18,236.11	42.41	24,763.89
TOTAL MISCELLANEOUS OTHER EXP	43,000.00	6,162.13	18,236.11	42.41	24,763.89
<u>CAPITAL OUTLAY</u>					
100-5-40-5404 PD RADIOS	0.00	0.00	0.00	0.00	0.00
100-5-40-5411 VIDEO CAMERS & MICROPHONES	1,000.00	0.00	0.00	0.00	1,000.00



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100-5-40-5414 COMPUTERS	3,000.00	0.00	260.30	8.68	2,739.70
100-5-40-5495 NEW VEHICLE & OUTFITTING	34,002.00	58,239.33	83,848.29	246.60 (	49,846.29)
TOTAL CAPITAL OUTLAY	38,002.00	58,239.33	84,108.59	221.33 (	46,106.59)
TOTAL POLICE	1,295,009.00	145,906.21	474,367.94	36.63	820,641.06
COURT =====					
PERSONNEL					
100-5-50-5000 SALARY	43,356.00	2,157.82	11,100.95	25.60	32,255.05
100-5-50-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-50-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-50-5010 TRAINING	1,000.00	0.00	250.00	25.00	750.00
100-5-50-5020 HEALTH INSURANCE	833.00	38.32	244.88	29.40	588.12
100-5-50-5030 WORKERS COMP INSURANCE	1,000.00	0.00	969.39	96.94	30.61
100-5-50-5035 SOCIAL SECURITY/MEDICARE	3,317.00	279.82	1,204.95	36.33	2,112.05
100-5-50-5040 UNEMPLOYMENT COMP INSUR	576.00	93.68	135.68	23.56	440.32
100-5-50-5050 TX MUNICIPAL RETIREMENT SYS	5,203.00	258.08	1,291.00	24.81	3,912.00
100-5-50-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	55,285.00	2,827.72	15,196.85	27.49	40,088.15
SUPPLIES & OPERATION EXP					
100-5-50-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-50-5103 PRINTING & REPRODUCTION	500.00	0.00	68.00	13.60	432.00
100-5-50-5110 POSTAGE	250.00	0.00	0.00	0.00	250.00
100-5-50-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-50-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-50-5120 SUBSCRIPTIONS & MEMBERSHIPS	100.00	0.00	0.00	0.00	100.00
100-5-50-5125 TRAVEL	50.00	0.00	0.00	0.00	50.00
100-5-50-5140 TELEPHONE	1,500.00	180.08	720.37	48.02	779.63
100-5-50-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-50-5158 OFFICE SUPPLIES	250.00	0.00	13.25	5.30	236.75
TOTAL SUPPLIES & OPERATION EXP	2,650.00	180.08	801.62	30.25	1,848.38
CONTRACTUAL SERVICES					
100-5-50-5201 COLLECTION AGENCY FEES	1,000.00	0.00	365.40	36.54	634.60
100-5-50-5206 INCODE ONLINE PMT PROCESSING	9,000.00	353.18	809.57	9.00	8,190.43
100-5-50-5210 LEGAL SERVICES	15,000.00	275.60	2,749.10	18.33	12,250.90
100-5-50-5212 PRESIDING JUDGE EXPENSE	18,000.00	1,500.00	6,740.90	37.45	11,259.10
100-5-50-5213 INTERPRETER FEES	900.00	190.00	190.00	21.11	710.00
TOTAL CONTRACTUAL SERVICES	43,900.00	2,318.78	10,854.97	24.73	33,045.03
MISCELLANEOUS OTHER EXP					
100-5-50-5300 COMPUTER SOFTWARE & SUPPORT	300.00	146.00	459.00	153.00 (	159.00)
TOTAL MISCELLANEOUS OTHER EXP	300.00	146.00	459.00	153.00 (	159.00)
TOTAL COURT	102,135.00	5,472.58	27,312.44	26.74	74,822.56

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<u>PARK DEPARTMENT</u>					
=====					
<u>PERSONNEL</u>					
100-5-55-5000 SALARY	39,983.00	1,915.94	11,080.78	27.71	28,902.22
100-5-55-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
100-5-55-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
100-5-55-5010 TRAINING	0.00	0.00	0.00	0.00	0.00
100-5-55-5020 HEALTH INSURANCE	3,331.00	157.96	866.09	26.00	2,464.91
100-5-55-5030 WORKERS COMP INSURANCE	500.00	0.00	484.69	96.94	15.31
100-5-55-5035 SOCIAL SECURITY/MEDICARE	3,059.00	146.57	847.67	27.71	2,211.33
100-5-55-5040 UNEMPLOYMENT COMP INSUR	122.00	95.77	95.77	78.50	26.23
100-5-55-5050 TX MUNICIPAL RETIREMENT SYS	4,798.00	226.68	1,285.42	26.79	3,512.58
100-5-55-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	51,793.00	2,542.92	14,660.42	28.31	37,132.58
<u>SUPPLIES &amp; OPERATION EXP</u>					
100-5-55-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-55-5103 PRINTING & REPRODUCTION	500.00	0.00	0.00	0.00	500.00
100-5-55-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-55-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-55-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-55-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-55-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-55-5130 UTILITIES	10,000.00	79.40	375.15	3.75	9,624.85
100-5-55-5140 TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-5-55-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-55-5158 OFFICE SUPPLIES	250.00	0.00	409.61	163.84 (	159.61)
100-5-55-5164 EQUIPMENT MAINT & REPAIRS	2,000.00	0.00	0.00	0.00	2,000.00
100-5-55-5171 EQUIPMENT	2,500.00	0.00	486.45	19.46	2,013.55
100-5-55-5190 MATERIALS	4,000.00	0.00	1,321.06	33.03	2,678.94
100-5-55-5191 MAINTENANCE	7,000.00	0.00	3,975.74	56.80	3,024.26
100-5-55-5195 VEHICLE OPERATIONS	1,000.00	0.00	0.00	0.00	1,000.00
100-5-55-5196 VEHICLE MAINT & REPAIRS	1,000.00	0.00	0.00	0.00	1,000.00
100-5-55-5198 FIELDHOUSE SUP & MAINT-JANITOR	13,000.00	380.00	760.00	5.85	12,240.00
TOTAL SUPPLIES & OPERATION EXP	41,250.00	459.40	7,328.01	17.76	33,921.99
<u>CONTRACTUAL SERVICES</u>					
100-5-55-5255 VEHICLE INSURANCE	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL CONTRACTUAL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00
<u>MISCELLANEOUS OTHER EXP</u>					
100-5-55-5300 COMPUTER SOFTWARE & SUPPORT	500.00	1.40	5.60	1.12	494.40
TOTAL MISCELLANEOUS OTHER EXP	500.00	1.40	5.60	1.12	494.40
<u>CAPITAL OUTLAY</u>					
100-5-55-5455 IMPROV TO EXISTING PARK ASSETS	5,000.00	0.00	0.00	0.00	5,000.00
100-5-55-5456 PLANTS FOR WALKING TRAIL	0.00	0.00	0.00	0.00	0.00
100-5-55-5494 Veh Fin Note - Debt Service	0.00	0.00	0.00	0.00	0.00

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100-5-55-5495 NEW VEHICLE & OUTFITTING	785.00	0.00	0.00	0.00	785.00
TOTAL CAPITAL OUTLAY	5,785.00	0.00	0.00	0.00	5,785.00
OTHER NON-DEPARTMENTAL					
100-5-55-5512 PLAYGROUND MULCH & MAINT	6,500.00	6,093.11	6,093.11	93.74	406.89
100-5-55-5515 MAINTENANCE BUILDING	0.00	0.00	75.95	0.00	( 75.95)
TOTAL OTHER NON-DEPARTMENTAL	6,500.00	6,093.11	6,169.06	94.91	330.94
TOTAL PARK DEPARTMENT	107,328.00	9,096.83	28,163.09	26.24	79,164.91
PUBLIC WORKS					
=====					
SUPPLIES & OPERATION EXP					
100-5-65-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
100-5-65-5103 PRINTING & REPRODUCTION	0.00	0.00	0.00	0.00	0.00
100-5-65-5110 POSTAGE	0.00	0.00	0.00	0.00	0.00
100-5-65-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
100-5-65-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
100-5-65-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-5-65-5125 TRAVEL	0.00	0.00	0.00	0.00	0.00
100-5-65-5130 UTILITIES	6,000.00	399.16	1,757.72	29.30	4,242.28
100-5-65-5140 TELEPHONE	300.00	10.00	40.02	13.34	259.98
100-5-65-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
100-5-65-5158 OFFICE SUPPLIES	1,000.00	0.00	43.24	4.32	956.76
100-5-65-5191 MAINTENANCE	0.00	186.37	2,056.67	0.00	( 2,056.67)
TOTAL SUPPLIES & OPERATION EXP	7,300.00	595.53	3,897.65	53.39	3,402.35
CONTRACTUAL SERVICES					
100-5-65-5258 ACL EVENT	10,500.00	0.00	0.00	0.00	10,500.00
TOTAL CONTRACTUAL SERVICES	10,500.00	0.00	0.00	0.00	10,500.00
MISCELLANEOUS OTHER EXP					
100-5-65-5381 ANIMAL CONTROL/DISPOSAL	250.00	0.00	0.00	0.00	250.00
TOTAL MISCELLANEOUS OTHER EXP	250.00	0.00	0.00	0.00	250.00
CAPITAL OUTLAY					
100-5-65-5495 NEW VEHICLE & OUTFITTING	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
OTHER NON-DEPARTMENTAL					
100-5-65-5515 MAINTENANCE BUILDING	9,000.00	0.00	589.08	6.55	8,410.92
TOTAL OTHER NON-DEPARTMENTAL	9,000.00	0.00	589.08	6.55	8,410.92
TOTAL PUBLIC WORKS	27,050.00	595.53	4,486.73	16.59	22,563.27
TOTAL EXPENDITURES	2,714,016.00	256,348.16	1,036,099.15	38.18	1,677,916.85
=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	91,800.00	485,687.27	668,709.28	(	576,909.28)

CITY OF ROLLINGWOOD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 31ST, 2022

200-WATER FUND  
 FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,104,250.00</u>	<u>78,930.07</u>	<u>380,682.35</u>	<u>34.47</u>	<u>723,567.65</u>
TOTAL REVENUES	<u>1,104,250.00</u>	<u>78,930.07</u>	<u>380,682.35</u>	<u>34.47</u>	<u>723,567.65</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,189,092.00</u>	<u>74,751.90</u>	<u>507,416.76</u>	<u>42.67</u>	<u>681,675.24</u>
TOTAL EXPENDITURES	<u>1,189,092.00</u>	<u>74,751.90</u>	<u>507,416.76</u>	<u>42.67</u>	<u>681,675.24</u>
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	( 84,842.00)	4,178.17	( 126,734.41)		41,892.41

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

200-WATER FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
INVESTMENT INCOME					
200-4-60-4400 INTEREST INCOME	50.00	1.92	7.53	15.06	42.47
200-4-60-4401 INTEREST INCOME-CHECKING	200.00	4.98	23.51	11.76	176.49
TOTAL INVESTMENT INCOME	250.00	6.90	31.04	12.42	218.96
MISCELLANEOUS REVENUE					
200-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
UTILITY REVENUE					
200-4-60-4600 WATER SALES	1,100,000.00	78,923.17	380,626.31	34.60	719,373.69
200-4-60-4610 LATE CHARGES	3,000.00	0.00	0.00	0.00	3,000.00
200-4-60-4628 CONNECT FEE	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL UTILITY REVENUE	1,104,000.00	78,923.17	380,626.31	34.48	723,373.69
<hr/>					
TOTAL NON-DEPARTMENTAL	1,104,250.00	78,930.07	380,657.35	34.47	723,592.65
<hr/>					
TOTAL REVENUES	1,104,250.00	78,930.07	380,657.35	34.47	723,592.65
=====	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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200-WATER FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>PERSONNEL</u>					
200-5-60-5000 SALARY	241,666.00	7,029.76	43,585.48	18.04	198,080.52
200-5-60-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
200-5-60-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
200-5-60-5010 TRAINING	2,500.00	0.00	0.00	0.00	2,500.00
200-5-60-5020 HEALTH INSURANCE	21,648.00	814.14	3,978.51	18.38	17,669.49
200-5-60-5030 WORKERS COMP INSURANCE	2,300.00	0.00	2,229.59	96.94	70.41
200-5-60-5035 SOCIAL SECURITY/MEDICARE	18,488.00	537.78	3,334.29	18.03	15,153.71
200-5-60-5040 UNEMPLOYMENT COMP INSUR	664.00	288.26	288.26	43.41	375.74
200-5-60-5050 TX MUNICIPAL RETIREMENT SYS	29,000.00	830.33	5,052.51	17.42	23,947.49
200-5-60-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	316,266.00	9,500.27	58,468.64	18.49	257,797.36
<u>SUPPLIES &amp; OPERATION EXP</u>					
200-5-60-5101 FAX / COPIER	0.00	0.00	0.00	0.00	0.00
200-5-60-5103 PRINTING & REPRODUCTION	250.00	137.76	137.76	55.10	112.24
200-5-60-5105 TOOLS & SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00
200-5-60-5110 POSTAGE	100.00	0.00	0.00	0.00	100.00
200-5-60-5114 COVID-19	0.00	0.00	0.00	0.00	0.00
200-5-60-5115 STORM RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00
200-5-60-5120 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
200-5-60-5125 TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00
200-5-60-5140 TELEPHONE	500.00	88.64	302.75	60.55	197.25
200-5-60-5145 UNIFORMS & ACCESSORIES	2,000.00	0.00	229.11	11.46	1,770.89
200-5-60-5153 CREDIT CARD SERVICES	0.00	0.00	0.00	0.00	0.00
200-5-60-5157 RECORDS MANAGEMENT	0.00	0.00	0.00	0.00	0.00
200-5-60-5158 OFFICE SUPPLIES	300.00	0.00	13.26	4.42	286.74
200-5-60-5166 MAINTENANCE & REPAIRS	25,000.00	1,150.39	5,418.77	21.68	19,581.23
200-5-60-5167 ADMINISTRATIVE FEES	35,000.00	0.00	0.00	0.00	35,000.00
200-5-60-5168 Transfer to Utility Billing	62,988.00	0.00	0.00	0.00	62,988.00
200-5-60-5171 EQUIPMENT	500.00	0.00	0.00	0.00	500.00
200-5-60-5181 EQUIPMENT RENTAL	500.00	0.00	0.00	0.00	500.00
200-5-60-5190 MATERIALS	1,500.00	0.00	0.00	0.00	1,500.00
200-5-60-5193 METER REPLACEMENT	34,500.00 (	750.00) (	1,250.00)	3.62-	35,750.00
200-5-60-5194 Fire Hydrant Maint and Replace	8,000.00	0.00	8,000.00	100.00	0.00
200-5-60-5195 VEHICLE OPERATIONS	4,000.00	57.16	356.44	8.91	3,643.56
200-5-60-5196 VEHICLE MAINT & REPAIRS	500.00	384.50	384.50	76.90	115.50
TOTAL SUPPLIES & OPERATION EXP	177,638.00	1,068.45	13,592.59	7.65	164,045.41
<u>CONTRACTUAL SERVICES</u>					
200-5-60-5210 LEGAL SERVICES	2,000.00	0.00	0.00	0.00	2,000.00
200-5-60-5219 UTILITY BILLING/COLLECTION	0.00	0.00	0.00	0.00	0.00
200-5-60-5232 UTILITY BILLING/COLLECT ADDNL	0.00	0.00 (	7,779.56)	0.00	7,779.56
200-5-60-5233 Crossroads Contract	81,000.00	7,457.50	47,431.27	58.56	33,568.73
200-5-60-5234 Crossroads Emerg/M&O Repairs	20,000.00	5,817.96	88,217.35	441.09 (	68,217.35)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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200-WATER FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
200-5-60-5241 EASEMENT IDENT & MAPPING	0.00	0.00	0.00	0.00	0.00
200-5-60-5255 VEHICLE INSURANCE	1,100.00	0.00	805.41	73.22	294.59
200-5-60-5270 ENGINEERING SERVICES	30,000.00	0.00	5,260.00	17.53	24,740.00
200-5-60-5271 RATE CONSULTING SERVICES	4,000.00	0.00	0.00	0.00	4,000.00
200-5-60-5272 Water CIP	0.00	3,962.50	21,237.75	0.00 (	21,237.75)
200-5-60-5276 PAYING AGENT FEES	200.00	0.00	0.00	0.00	200.00
200-5-60-5280 WATER PURCHASED	550,000.00	46,943.82	272,860.41	49.61	277,139.59
200-5-60-5296 TCEQ	3,000.00	0.00	1,504.30	50.14	1,495.70
TOTAL CONTRACTUAL SERVICES	691,300.00	64,181.78	429,536.93	62.13	261,763.07
<u>MISCELLANEOUS OTHER EXP</u>					
200-5-60-5300 COMPUTER SOFTWARE & SUPPORT	750.00	1.40	5.60	0.75	744.40
200-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
200-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	5,813.00	0.00 (	5,813.00)
TOTAL MISCELLANEOUS OTHER EXP	750.00	1.40	5,818.60	775.81 (	5,068.60)
<u>CAPITAL OUTLAY</u>					
200-5-60-5494 Veh Fin Note - Debt Service	0.00	0.00	0.00	0.00	0.00
200-5-60-5495 NEW VEHICLE & OUTFITTING	3,138.00	0.00	0.00	0.00	3,138.00
TOTAL CAPITAL OUTLAY	3,138.00	0.00	0.00	0.00	3,138.00
 TOTAL NON-DEPARTMENTAL	 1,189,092.00	 74,751.90	 507,416.76	 42.67	 681,675.24
 TOTAL EXPENDITURES	 1,189,092.00	 74,751.90	 507,416.76	 42.67	 681,675.24
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 84,842.00)	4,178.17 (	126,759.41)		41,917.41

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

301-STREET MAINTENANCE  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	150,100.00	13,827.11	54,803.53	36.51	95,296.47
TOTAL REVENUES	150,100.00	13,827.11	54,803.53	36.51	95,296.47
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	95,469.00	13,659.80	53,020.70	55.54	42,448.30
TOTAL EXPENDITURES	95,469.00	13,659.80	53,020.70	55.54	42,448.30
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	54,631.00	167.31	1,782.83		52,848.17



CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

301-STREET MAINTENANCE

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
TAXES					
301-4-60-4039 STREET SALES TAX	150,000.00	13,818.60	54,775.84	36.52	95,224.16
TOTAL TAXES	150,000.00	13,818.60	54,775.84	36.52	95,224.16
INVESTMENT INCOME					
301-4-60-4400 INTEREST INCOME	100.00	8.51	27.69	27.69	72.31
TOTAL INVESTMENT INCOME	100.00	8.51	27.69	27.69	72.31
MISCELLANEOUS REVENUE					
301-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	150,100.00	13,827.11	54,803.53	36.51	95,296.47
<hr/>					
TOTAL REVENUES	150,100.00	13,827.11	54,803.53	36.51	95,296.47
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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301-STREET MAINTENANCE

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL =====					
MISCELLANEOUS OTHER EXP					
301-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
301-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY					
301-5-60-5469 TRANSFER TO STREET DEPARTMENT	95,469.00	13,659.80	53,020.70	55.54	42,448.30
TOTAL CAPITAL OUTLAY	95,469.00	13,659.80	53,020.70	55.54	42,448.30
<hr/>					
TOTAL NON-DEPARTMENTAL	95,469.00	13,659.80	53,020.70	55.54	42,448.30
<hr/>					
TOTAL EXPENDITURES	95,469.00	13,659.80	53,020.70	55.54	42,448.30
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	54,631.00	167.31	1,782.83		52,848.17

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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310-COURT SECURITY FUND  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

COURT	<u>1,350.00</u>	<u>113.71</u>	<u>473.91</u>	<u>35.10</u>	<u>876.09</u>
TOTAL REVENUES	<u>1,350.00</u>	<u>113.71</u>	<u>473.91</u>	<u>35.10</u>	<u>876.09</u>
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

COURT	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL EXPENDITURES	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
	=====	=====	=====	=====	=====

REVENUES OVER/(UNDER) EXPENDITURES	350.00	113.71	473.91	(	123.91)
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CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

310-COURT SECURITY FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
COURT REVENUE					
310-4-50-4104 COURT SECURITY FEE	250.00	112.70	455.02	182.01 (	205.02)
310-4-50-4105 MUNI COURT BLDG SECURITY	1,000.00	1.01	18.89	1.89	981.11
TOTAL COURT REVENUE	<u>1,250.00</u>	<u>113.71</u>	<u>473.91</u>	<u>37.91</u>	<u>776.09</u>
<hr/>					
INVESTMENT INCOME					
310-4-50-4491 MUNI CT TECHNOLOGY	100.00	0.00	0.00	0.00	100.00
TOTAL INVESTMENT INCOME	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
<hr/>					
TOTAL COURT	1,350.00	113.71	473.91	35.10	876.09
<hr/>					
TOTAL REVENUES	1,350.00	113.71	473.91	35.10	876.09
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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310-COURT SECURITY FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
MISCELLANEOUS OTHER EXP					
310-5-50-5311 OFFICE SECURITY	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MISCELLANEOUS OTHER EXP	1,000.00	0.00	0.00	0.00	1,000.00
<hr/>					
TOTAL COURT	1,000.00	0.00	0.00	0.00	1,000.00
<hr/>					
TOTAL EXPENDITURES	1,000.00	0.00	0.00	0.00	1,000.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	350.00	113.71	473.91	(	123.91)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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320-COURT TECHNOLOGY FUND  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	1,000.00	93.35	400.65	40.07	599.35
TOTAL REVENUES	1,000.00	93.35	400.65	40.07	599.35
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
COURT	2,500.00	1.40	5.60	0.22	2,494.40
TOTAL EXPENDITURES	2,500.00	1.40	5.60	0.22	2,494.40
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 1,500.00)	91.95	395.05		( 1,895.05)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

320-COURT TECHNOLOGY FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
COURT REVENUE					
320-4-50-4102 COURT TECHNOLOGY FEE	250.00	93.35	400.65	160.26 (	150.65)
320-4-50-4191 MUNI COURT TECHNOLOGY	750.00	0.00	0.00	0.00	750.00
TOTAL COURT REVENUE	1,000.00	93.35	400.65	40.07	599.35
<hr/>					
TOTAL COURT	1,000.00	93.35	400.65	40.07	599.35
<hr/>					
TOTAL REVENUES	1,000.00	93.35	400.65	40.07	599.35
	=====	=====	=====	=====	=====

320-COURT TECHNOLOGY FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
MISCELLANEOUS OTHER EXP					
320-5-50-5300 COMPUTER SOFTWARE & SUPPORT	2,500.00	1.40	5.60	0.22	2,494.40
TOTAL MISCELLANEOUS OTHER EXP	2,500.00	1.40	5.60	0.22	2,494.40
<hr/>					
CAPITAL OUTLAY					
320-5-50-5414 COMPUTERS	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL COURT	2,500.00	1.40	5.60	0.22	2,494.40
<hr/>					
TOTAL EXPENDITURES	2,500.00	1.40	5.60	0.22	2,494.40
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 1,500.00)	91.95	395.05	(	1,895.05)



CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

330-COURT EFFICIENCY FUND  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
COURT	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL REVENUES	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
COURT	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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330-COURT EFFICIENCY FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
COURT REVENUE					
330-4-50-4110 ADMINISTRATIVE COURT FEES	100.00	0.00	0.00	0.00	100.00
TOTAL COURT REVENUE	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL COURT	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL REVENUES	100.00	0.00	0.00	0.00	100.00
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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330-COURT EFFICIENCY FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
COURT					
=====					
<u>SUPPLIES &amp; OPERATION EXP</u>					
330-5-50-5158 OFFICE SUPPLIES	100.00	0.00	0.00	0.00	100.00
TOTAL SUPPLIES & OPERATION EXP	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL COURT	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL EXPENDITURES	100.00	0.00	0.00	0.00	100.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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430-DEBT SERVICE FUND 2014  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

NON-DEPARTMENTAL	200,250.00	89,105.98	184,936.68	92.35	15,313.32
TOTAL REVENUES	200,250.00	89,105.98	184,936.68	92.35	15,313.32
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

NON-DEPARTMENTAL	199,950.00	34,975.00	34,975.00	17.49	164,975.00
TOTAL EXPENDITURES	199,950.00	34,975.00	34,975.00	17.49	164,975.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	300.00	54,130.98	149,961.68	(	149,661.68)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

430-DEBT SERVICE FUND 2014

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
TAXES					
430-4-60-4020 PENALTY & INTEREST ON TAXES	300.00	110.14	169.49	56.50	130.51
430-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	<u>199,550.00</u>	<u>88,995.84</u>	<u>184,767.19</u>	<u>92.59</u>	<u>14,782.81</u>
TOTAL TAXES	199,850.00	89,105.98	184,936.68	92.54	14,913.32
MISCELLANEOUS REVENUE					
430-4-60-4577 TRSF FROM STREETS-PAYING AGENT	400.00	0.00	0.00	0.00	400.00
430-4-60-4578 FUND BALANCE TRANSFER IN	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	400.00	0.00	0.00	0.00	400.00
<hr/>					
TOTAL NON-DEPARTMENTAL	200,250.00	89,105.98	184,936.68	92.35	15,313.32
<hr/>					
TOTAL REVENUES	200,250.00	89,105.98	184,936.68	92.35	15,313.32
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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430-DEBT SERVICE FUND 2014

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>CONTRACTUAL SERVICES</u>					
430-5-60-5276 PAYING AGENT FEES	400.00	200.00	200.00	50.00	200.00
430-5-60-5298 BOND PRINCIPAL - SERIES 2014	130,000.00	0.00	0.00	0.00	130,000.00
430-5-60-5299 BOND INTEREST - SERIES 2014	69,550.00	34,775.00	34,775.00	50.00	34,775.00
TOTAL CONTRACTUAL SERVICES	199,950.00	34,975.00	34,975.00	17.49	164,975.00
<u>MISCELLANEOUS OTHER EXP</u>					
430-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
430-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	199,950.00	34,975.00	34,975.00	17.49	164,975.00
<hr/>					
TOTAL EXPENDITURES	199,950.00	34,975.00	34,975.00	17.49	164,975.00
=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	300.00	54,130.98	149,961.68	(	149,661.68)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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440-DEBT SERVICE FUND 2012  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

NON-DEPARTMENTAL	<u>317,135.00</u>	<u>140,947.40</u>	<u>292,576.12</u>	<u>92.26</u>	<u>24,558.88</u>
TOTAL REVENUES	<u>317,135.00</u>	<u>140,947.40</u>	<u>292,576.12</u>	<u>92.26</u>	<u>24,558.88</u>
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

NON-DEPARTMENTAL	<u>316,135.00</u>	<u>8,067.50</u>	<u>8,067.50</u>	<u>2.55</u>	<u>308,067.50</u>
TOTAL EXPENDITURES	<u>316,135.00</u>	<u>8,067.50</u>	<u>8,067.50</u>	<u>2.55</u>	<u>308,067.50</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	132,879.90	284,508.62	(	283,508.62)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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440-DEBT SERVICE FUND 2012

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>TAXES</u>					
440-4-60-4020 PENALTY & INTEREST ON TAXES	1,000.00	175.43	269.63	26.96	730.37
440-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	<u>315,735.00</u>	<u>140,771.97</u>	<u>292,306.49</u>	<u>92.58</u>	<u>23,428.51</u>
TOTAL TAXES	316,735.00	140,947.40	292,576.12	92.37	24,158.88
 <u>MISCELLANEOUS REVENUE</u>					
440-4-60-4573 TRSF FROM WASTEWATER-PAY AGENT	400.00	0.00	0.00	0.00	400.00
440-4-60-4578 FUND BALANCE TRANSFER IN	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	400.00	0.00	0.00	0.00	400.00
<hr/>					
TOTAL NON-DEPARTMENTAL	317,135.00	140,947.40	292,576.12	92.26	24,558.88
<hr/>					
TOTAL REVENUES	317,135.00	140,947.40	292,576.12	92.26	24,558.88
	=====	=====	=====	=====	=====



CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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440-DEBT SERVICE FUND 2012

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>CONTRACTUAL SERVICES</u>					
440-5-60-5242 DEBT SERVICE-2012A INTEREST	15,735.00	7,867.50	7,867.50	50.00	7,867.50
440-5-60-5243 DEBT SERVICE-PRINCIPAL 2012A	300,000.00	0.00	0.00	0.00	300,000.00
440-5-60-5276 PAYING AGENT FEES	400.00	200.00	200.00	50.00	200.00
TOTAL CONTRACTUAL SERVICES	316,135.00	8,067.50	8,067.50	2.55	308,067.50
<u>MISCELLANEOUS OTHER EXP</u>					
440-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
440-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	316,135.00	8,067.50	8,067.50	2.55	308,067.50
<hr/>					
TOTAL EXPENDITURES	316,135.00	8,067.50	8,067.50	2.55	308,067.50
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,000.00	132,879.90	284,508.62	(	283,508.62)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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450-DEBT SERVICE FUND 2019  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

NON-DEPARTMENTAL	410,750.00	182,953.00	378,337.52	92.11	32,412.48
TOTAL REVENUES	410,750.00	182,953.00	378,337.52	92.11	32,412.48
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

NON-DEPARTMENTAL	410,050.00	150,025.00	150,025.00	36.59	260,025.00
TOTAL EXPENDITURES	410,050.00	150,025.00	150,025.00	36.59	260,025.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	700.00	32,928.00	228,312.52	(	227,612.52)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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450-DEBT SERVICE FUND 2019

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<hr/>					
TAXES					
450-4-60-4020 PENALTY & INTEREST ON TAXES	1,000.00	225.44	347.01	34.70	652.99
450-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	409,650.00	182,727.56	377,990.51	92.27	31,659.49
TOTAL TAXES	410,650.00	182,953.00	378,337.52	92.13	32,312.48
<hr/>					
MISCELLANEOUS REVENUE					
450-4-60-4573 TRSF FROM WASTEWATER-PAY AGENT	100.00	0.00	0.00	0.00	100.00
450-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	100.00	0.00	0.00	0.00	100.00
<hr/>					
TOTAL NON-DEPARTMENTAL	410,750.00	182,953.00	378,337.52	92.11	32,412.48
<hr/>					
TOTAL REVENUES	410,750.00	182,953.00	378,337.52	92.11	32,412.48
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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450-DEBT SERVICE FUND 2019

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL =====					
<u>CONTRACTUAL SERVICES</u>					
450-5-60-5207 BOND PRINCIPAL-SERIES 2019	110,000.00	0.00	0.00	0.00	110,000.00
450-5-60-5208 BOND INTEREST - SERIES 2019	299,650.00	149,825.00	149,825.00	50.00	149,825.00
450-5-60-5276 PAYING AGENT FEES	400.00	200.00	200.00	50.00	200.00
TOTAL CONTRACTUAL SERVICES	410,050.00	150,025.00	150,025.00	36.59	260,025.00
<u>MISCELLANEOUS OTHER EXP</u>					
450-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
450-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
<hr/>					
TOTAL NON-DEPARTMENTAL	410,050.00	150,025.00	150,025.00	36.59	260,025.00
<hr/>					
TOTAL EXPENDITURES	410,050.00	150,025.00	150,025.00	36.59	260,025.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	700.00	32,928.00	228,312.52	(	227,612.52)

CITY OF ROLLINGWOOD  
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460-DEBT SERVICE FUND 2020  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

NON-DEPARTMENTAL	<u>314,790.00</u>	<u>139,896.89</u>	<u>292,012.30</u>	<u>92.76</u>	<u>22,777.70</u>
TOTAL REVENUES	<u>314,790.00</u>	<u>139,896.89</u>	<u>292,012.30</u>	<u>92.76</u>	<u>22,777.70</u>
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

NON-DEPARTMENTAL	<u>314,290.00</u>	<u>14,525.00</u>	<u>14,525.00</u>	<u>4.62</u>	<u>299,765.00</u>
TOTAL EXPENDITURES	<u>314,290.00</u>	<u>14,525.00</u>	<u>14,525.00</u>	<u>4.62</u>	<u>299,765.00</u>
	=====	=====	=====	=====	=====

REVENUES OVER/(UNDER) EXPENDITURES	500.00	125,371.89	277,487.30	(	276,987.30)
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CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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460-DEBT SERVICE FUND 2020

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>TAXES</u>					
460-4-60-4020 PENALTY & INTEREST ON TAXES	500.00	79.36	158.03	31.61	341.97
460-4-60-4031 PROPERTY TAX-DEBT SERVICE FD	314,050.00	139,817.53	291,854.27	92.93	22,195.73
TOTAL TAXES	314,550.00	139,896.89	292,012.30	92.83	22,537.70
<u>MISCELLANEOUS REVENUE</u>					
460-4-60-4573 TRSF FROM WASTEWATER-PAY AGENT	240.00	0.00	0.00	0.00	240.00
460-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	240.00	0.00	0.00	0.00	240.00
<hr/>					
TOTAL NON-DEPARTMENTAL	314,790.00	139,896.89	292,012.30	92.76	22,777.70
<hr/>					
TOTAL REVENUES	314,790.00	139,896.89	292,012.30	92.76	22,777.70
=====	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

460-DEBT SERVICE FUND 2020

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
NON-DEPARTMENTAL					
=====					
CONTRACTUAL SERVICES					
460-5-60-5248 DEBT SERVICE INTEREST TAX NOTE	29,050.00	14,525.00	14,525.00	50.00	14,525.00
460-5-60-5249 DEBT SERVICE PRINCIPAL TAX NTS	285,000.00	0.00	0.00	0.00	285,000.00
460-5-60-5276 PAYING AGENT FEES	240.00	0.00	0.00	0.00	240.00
TOTAL CONTRACTUAL SERVICES	314,290.00	14,525.00	14,525.00	4.62	299,765.00
MISCELLANEOUS OTHER EXP					
460-5-60-5323 LIFT STATION INSPECT, EMERGENC	0.00	0.00	0.00	0.00	0.00
460-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL					
	314,290.00	14,525.00	14,525.00	4.62	299,765.00
TOTAL EXPENDITURES					
	314,290.00	14,525.00	14,525.00	4.62	299,765.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	500.00	125,371.89	277,487.30	(	276,987.30)

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REVENUE & EXPENSE REPORT (UNAUDITED)  
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702-DRAINAGE FUND  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
CAPITAL IMPROVEMENTS	<u>30,000.00</u>	<u>10,500.00</u>	<u>33,228.00</u>	<u>110.76</u>	( <u>3,228.00</u> )
TOTAL REVENUES	<u>30,000.00</u>	<u>10,500.00</u>	<u>33,228.00</u>	<u>110.76</u>	( <u>3,228.00</u> )
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
CAPITAL IMPROVEMENTS	<u>55,000.00</u>	<u>2,408.00</u>	<u>39,207.85</u>	<u>71.29</u>	<u>15,792.15</u>
TOTAL EXPENDITURES	<u>55,000.00</u>	<u>2,408.00</u>	<u>39,207.85</u>	<u>71.29</u>	<u>15,792.15</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 25,000.00)	8,092.00	( 5,979.85)		( 19,020.15)



CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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702-DRAINAGE FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
CAPITAL IMPROVEMENTS =====					
CHARGE FOR SERVICES					
702-4-35-4221 RSDP Zone 7	0.00	0.00	0.00	0.00	0.00
702-4-35-4222 RSDP Zone 1	0.00	0.00	0.00	0.00	0.00
702-4-35-4223 RSDP Zone 5	0.00	0.00	0.00	0.00	0.00
702-4-35-4224 RCDP Zone 8	0.00	0.00	16,728.00	0.00 (	16,728.00)
TOTAL CHARGE FOR SERVICES	0.00	0.00	16,728.00	0.00 (	16,728.00)
LICENSE & PERMITS					
702-4-35-4360 DRAINAGE REVIEW REVENUE	30,000.00	10,500.00	16,500.00	55.00	13,500.00
TOTAL LICENSE & PERMITS	30,000.00	10,500.00	16,500.00	55.00	13,500.00
MISCELLANEOUS REVENUE					
702-4-35-4578 FUND BALANCE TRANSFER-IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL IMPROVEMENTS	30,000.00	10,500.00	33,228.00	110.76 (	3,228.00)
TOTAL REVENUES	30,000.00	10,500.00	33,228.00	110.76 (	3,228.00)
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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702-DRAINAGE FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
CAPITAL IMPROVEMENTS					
=====					
CONTRACTUAL SERVICES					
702-5-35-5221 NIXON PLEASANT DRAINAGE IMPROV	0.00	0.00	28,625.30	0.00 (	28,625.30)
702-5-35-5222 HUBBARD-HATLEY-PICKWICK DRAIN	0.00	0.00 (	3,600.95)	0.00	3,600.95
702-5-35-5270 ENGINEERING SERVICES	50,000.00	2,308.00	12,393.00	24.79	37,607.00
702-5-35-5274 NIXON PLEASANT DRAINAGE IMPROV	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	50,000.00	2,308.00	37,417.35	74.83	12,582.65
CAPITAL OUTLAY					
702-5-35-5407 DRAINAGE EXPENDITURES ZONE 7	0.00	0.00	0.00	0.00	0.00
702-5-35-5485 MS-4 EXPENDITURES	5,000.00	100.00	1,790.50	35.81	3,209.50
TOTAL CAPITAL OUTLAY	5,000.00	100.00	1,790.50	35.81	3,209.50
<hr/>					
TOTAL CAPITAL IMPROVEMENTS	55,000.00	2,408.00	39,207.85	71.29	15,792.15
<hr/>					
TOTAL EXPENDITURES	55,000.00	2,408.00	39,207.85	71.29	15,792.15
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 25,000.00)	8,092.00 (	5,979.85)	(	19,020.15)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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800-WASTE WATER FUND  
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>689,010.00</u>	<u>67,899.18</u>	<u>274,956.89</u>	<u>39.91</u>	<u>414,053.11</u>
TOTAL REVENUES	<u>689,010.00</u>	<u>67,899.18</u>	<u>274,956.89</u>	<u>39.91</u>	<u>414,053.11</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>950,457.00</u>	<u>51,914.52</u>	<u>538,288.88</u>	<u>56.63</u>	<u>412,168.12</u>
TOTAL EXPENDITURES	<u>950,457.00</u>	<u>51,914.52</u>	<u>538,288.88</u>	<u>56.63</u>	<u>412,168.12</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 261,447.00)	15,984.66	( 263,331.99)		1,884.99

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

PAGE: 2

29.

800-WASTE WATER FUND

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>INVESTMENT INCOME</u>					
800-4-60-4400 INTEREST INCOME	200.00	9.63	37.76	18.88	162.24
800-4-60-4401 INTEREST INCOME-CHECKING	150.00	4.22	29.08	19.39	120.92
TOTAL INVESTMENT INCOME	350.00	13.85	66.84	19.10	283.16
<u>MISCELLANEOUS REVENUE</u>					
800-4-60-4565 Grant Revenues	0.00	0.00	0.00	0.00	0.00
800-4-60-4578 FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
<u>UTILITY REVENUE</u>					
800-4-60-4620 WASTEWATER	576,000.00	59,705.81	238,913.16	41.48	337,086.84
800-4-60-4628 CONNECT FEE	3,500.00	0.00	0.00	0.00	3,500.00
TOTAL UTILITY REVENUE	579,500.00	59,705.81	238,913.16	41.23	340,586.84
<u>OTHER REVENUE</u>					
800-4-60-4706 INDUSTRIAL WASTE SURCHARGE	11,000.00	0.00	3,258.81	29.63	7,741.19
800-4-60-4709 PUD WASTEWATER SURCHARGE	98,160.00	8,179.52	32,718.08	33.33	65,441.92
TOTAL OTHER REVENUE	109,160.00	8,179.52	35,976.89	32.96	73,183.11
<hr/>					
TOTAL NON-DEPARTMENTAL	689,010.00	67,899.18	274,956.89	39.91	414,053.11
<hr/>					
TOTAL REVENUES	689,010.00	67,899.18	274,956.89	39.91	414,053.11
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

800-WASTE WATER FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-DEPARTMENTAL					
=====					
<u>PERSONNEL</u>					
800-5-60-5000 SALARY	241,666.00	7,029.76	43,584.13	18.03	198,081.87
800-5-60-5002 HOLIDAY COMPENSATION	0.00	0.00	0.00	0.00	0.00
800-5-60-5009 RETIREMENT PAYOUT RESERVE	0.00	0.00	0.00	0.00	0.00
800-5-60-5010 TRAINING	1,000.00	0.00	58.00	5.80	942.00
800-5-60-5020 HEALTH INSURANCE	19,983.00	814.14	3,978.51	19.91	16,004.49
800-5-60-5030 WORKERS COMP INSURANCE	2,350.00	0.00	2,278.06	96.94	71.94
800-5-60-5035 SOCIAL SECURITY/MEDICARE	18,488.00	537.78	3,334.29	18.03	15,153.71
800-5-60-5040 UNEMPLOYMENT COMP INSUR	664.00	288.26	288.26	43.41	375.74
800-5-60-5050 TX MUNICIPAL RETIREMENT SYS	29,000.00	830.33	5,052.51	17.42	23,947.49
800-5-60-5060 STORM RELATED PAYROLL	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL	313,151.00	9,500.27	58,573.76	18.70	254,577.24
<u>SUPPLIES &amp; OPERATION EXP</u>					
800-5-60-5103 PRINTING & REPRODUCTION	100.00	0.00	0.00	0.00	100.00
800-5-60-5125 TRAVEL	500.00	0.00	0.00	0.00	500.00
800-5-60-5130 UTILITIES	0.00	0.00	0.00	0.00	0.00
800-5-60-5145 UNIFORMS & ACCESSORIES	1,000.00	0.00	229.11	22.91	770.89
800-5-60-5163 GRINDER PUMP MAINT/REPLACEMENT	3,000.00	0.00	0.00	0.00	3,000.00
800-5-60-5166 MAINTENANCE & REPAIRS	35,000.00	1,480.05	8,508.89	24.31	26,491.11
800-5-60-5167 ADMINISTRATIVE FEES	28,000.00	0.00	0.00	0.00	28,000.00
800-5-60-5168 Transfer to Utility Billing	62,988.00	0.00	0.00	0.00	62,988.00
800-5-60-5193 METER REPLACEMENT	34,500.00	0.00	0.00	0.00	34,500.00
800-5-60-5195 VEHICLE OPERATIONS	2,000.00	53.16	348.75	17.44	1,651.25
TOTAL SUPPLIES & OPERATION EXP	167,088.00	1,533.21	9,086.75	5.44	158,001.25
<u>CONTRACTUAL SERVICES</u>					
800-5-60-5210 LEGAL SERVICES	2,000.00	0.00	0.00	0.00	2,000.00
800-5-60-5218 ANNUAL TELEVISIONING/SMOKE TEST	32,500.00	0.00	121,615.34	374.20 (	89,115.34)
800-5-60-5219 UTILITY BILLING/COLLECTION	0.00	0.00	0.00	0.00	0.00
800-5-60-5232 UTILITY BILLING-COLLECT ADDNL	0.00	0.00	0.00	0.00	0.00
800-5-60-5233 Crossroads Contract	97,980.00	7,457.50	47,431.29	48.41	50,548.71
800-5-60-5234 Crossroads Emerg/M&O Repairs	60,000.00	11,447.65	37,892.23	63.15	22,107.77
800-5-60-5240 INSURANCE - PROP & GEN LIAB	500.00	0.00	425.32	85.06	74.68
800-5-60-5255 VEHICLE INSURANCE	1,100.00	0.00	805.41	73.22	294.59
800-5-60-5270 ENGINEERING SERVICES	30,000.00	0.00	6,787.75	22.63	23,212.25
800-5-60-5271 RATE CONSULTING SERVICES	0.00	0.00	910.00	0.00 (	910.00)
800-5-60-5290 WASTEWATER FEES	230,000.00	20,802.95	61,009.98	26.53	168,990.02
800-5-60-5292 INDUSTRIAL WASTE SURCHARGES	12,000.00	1,168.74	3,506.22	29.22	8,493.78
TOTAL CONTRACTUAL SERVICES	466,080.00	40,876.84	280,383.54	60.16	185,696.46
<u>MISCELLANEOUS OTHER EXP</u>					
800-5-60-5300 COMPUTER SOFTWARE & SUPPORT	0.00	4.20	16.80	0.00 (	16.80)
800-5-60-5323 LIFT STATION INSPECT, EMERGENC	1,000.00	0.00	0.00	0.00	1,000.00
800-5-60-5324 VALVE MANHOLE GPS MAPPING PROG	0.00	0.00	0.00	0.00	0.00

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

PAGE: 4

29.

800-WASTE WATER FUND

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
800-5-60-5325 CCTV INSPECTION AND PIPE CLEAN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	1,000.00	4.20	16.80	1.68	983.20
<u>CAPITAL OUTLAY</u>					
800-5-60-5494 Veh Fin Note - Debt Service	0.00	0.00	0.00	0.00	0.00
800-5-60-5495 NEW VEHICLE & OUTFITTING	3,138.00	0.00	0.00	0.00	3,138.00
800-5-60-5496 LIFT STATION AUTOMATION	0.00	0.00	155,131.60	0.00	( 155,131.60)
800-5-60-5497 LIFT STATION EMERGENCY POWER	0.00	0.00	35,096.43	0.00	( 35,096.43)
TOTAL CAPITAL OUTLAY	3,138.00	0.00	190,228.03	6,062.08	( 187,090.03)
 TOTAL NON-DEPARTMENTAL	 950,457.00	 51,914.52	 538,288.88	 56.63	 412,168.12
 TOTAL EXPENDITURES	 950,457.00	 51,914.52	 538,288.88	 56.63	 412,168.12
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 261,447.00)	15,984.66	( 263,331.99)		1,884.99

2021-2022

CITY OF ROLLINGWOOD  
MONTHLY FINANCIAL ANALYSIS**NOTE: YTD ACTUAL AS OF JANUARY 31, 2022; 33% OF FISCAL YEAR****REVENUE STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	EST. REVENUE	YTD	PERCENT	YTD		
CURRENT PROPERTY TAXES	\$ 1,366,074	\$ 1,261,625	92%	\$ 1,203,447		105%
TELECOM TAXES	\$ 20,000	\$ 5,440	27%	\$ 6,629		82%
4-B SALES TAX	\$ 150,000	\$ 54,776	37%	\$ 49,564		111%
CITY SALES TAX	\$ 550,000	\$ 219,103	40%	\$ 197,930		111%
ELECTRIC UTILITY FRANCHISE FEE	\$ 90,000	\$ -	0%	\$ 48,448		0%
BUILDING PERMIT FEES	\$ 143,250	\$ 73,716	51%	\$ 57,813		128%
COURT FINES	\$ 32,750	\$ 12,233	37%	\$ 4,530		270%
WATER SALES	\$ 1,100,000	\$ 380,626	35%	\$ 384,009		99%
STREET SALES TAX	\$ 150,000	\$ 54,776	37%	\$ 49,464		111%
PROPERTY TAX-DEBT SERVICE 2014	\$ 199,850	\$ 184,937	93%	\$ 181,737		102%
PROPERTY TAX-DEBT SERVICE 2012	\$ 316,735	\$ 292,576	92%	\$ 289,729		101%
PROPERTY TAX-DEBT SERVICE 2019	\$ 410,650	\$ 378,338	92%	\$ 371,695		102%
PROPERTY TAX-DEBT SERVICE 2020	\$ 314,050	\$ 292,012	93%	\$ 289,575		101%
WASTEWATER REVENUES	\$ 579,500	\$ 238,913	41%	\$ 182,003		131%
PUD SURCHARGE	\$ 98,160	\$ 32,718	33%	\$ 32,718		100%

**BUDGET STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
GENERAL FUND:						
REVENUE	\$ 2,805,816	\$ 1,704,808	61%	\$ 1,718,042		99%
EXPENDITURES	\$ 2,714,016	\$ 1,036,099	38%	\$ 744,341		139%
WATER FUND:						
REVENUE	\$ 1,104,250	\$ 380,682	34%	\$ 386,211		99%
EXPENDITURES	\$ 1,189,092	\$ 507,417	43%	\$ 321,407		158%
STREET MAINTENANCE FUND:						
REVENUE	\$ 150,100	\$ 54,804	37%	\$ 49,490		111%
EXPENDITURES	\$ 95,469	\$ 53,021	56%	\$ 50,392		105%
COURT SECURITY FUND:						
REVENUE	\$ 1,350	\$ 474	35%	\$ 369		128%
EXPENDITURES	\$ 1,000	\$ -	0%	\$ 7,951		0%
COURT TECHNOLOGY FUND:						
REVENUE	\$ 1,000	\$ 401	40%	\$ 305		131%
EXPENDITURES	\$ 2,500	\$ 6	0%	\$ 4		133%
COURT EFFICIENCY FUND:						
REVENUE	\$ 100	\$ -	0%	\$ -		#DIV/0!
EXPENDITURES	\$ 100	\$ -	0%	\$ -		#DIV/0!
DEBT SERVICE FUND - 2014:						
REVENUE	\$ 200,250	\$ 184,937	92%	\$ 181,842		102%
EXPENDITURES	\$ 199,950	\$ 34,975	17%	\$ 37,475		93%
DEBT SERVICE FUND - 2012:						
REVENUE	\$ 317,135	\$ 292,576	92%	\$ 289,986		101%
EXPENDITURES	\$ 316,135	\$ 8,068	3%	\$ 11,460		70%
DEBT SERVICE FUND - 2019:						
REVENUE	\$ 410,750	\$ 378,338	92%	\$ 371,804		102%
EXPENDITURES	\$ 410,050	\$ 150,025	37%	\$ 152,125		99%
DEBT SERVICE FUND - 2020:						
REVENUE	\$ 314,790	\$ 292,012	93%	\$ 288,640		101%
EXPENDITURES	\$ 314,290	\$ 14,525	5%	\$ 20,510		71%
DRAINAGE FUND:						
REVENUE	\$ 30,000	\$ 33,228	111%	\$ 13,500		246%
EXPENDITURES	\$ 55,000	\$ 39,208	71%	\$ 39,574		99%
WASTE WATER FUND:						
REVENUE	\$ 649,010	\$ 274,957	42%	\$ 218,562		126%
EXPENDITURES	\$ 950,457	\$ 538,289	57%	\$ 184,080		292%

CITY OF ROLLINGWOOD  
BALANCE SHEET  
AS OF: JANUARY 31ST, 2022

500-RCDC

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
<b>ASSETS</b>		
=====		
500-1000	RCDC OPERATING CASH	260,678.08
500-1005	TEXPOOL	126,499.11
500-1100	DUE FROM CITY	19,760.85
500-1350	SALES TAX RECEIVABLE	0.00
		<u>406,938.04</u>
TOTAL ASSETS		406,938.04
=====		
<b>LIABILITIES</b>		
=====		
500-2000	ACCOUNTS PAYABLE	0.00
500-2020	ACCOUNTS PAYABLE RCDC	0.00
500-2030	PAYABLE TO CITY	16,113.19
500-2140	Vehicle Financing Notes	0.00
	TOTAL LIABILITIES	<u>16,113.19</u>
<b>EQUITY</b>		
=====		
500-3000	FUND BALANCE-UNAPPROPRATED	336,025.52
500-3001	XXFUND BALANCE	0.00
500-3010	OTHER FUND BALANCE	0.00
	TOTAL BEGINNING EQUITY	<u>336,025.52</u>
TOTAL REVENUE		54,799.33
TOTAL EXPENSES		<u>0.00</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		54,799.33
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>390,824.85</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		406,938.04
=====		



CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

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500-RCDC

## FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
NON-PROJECT RELATED	150,000.00	13,824.78	54,799.33	36.53	95,200.67
TOTAL REVENUES	150,000.00	13,824.78	54,799.33	36.53	95,200.67
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	0.00	15,000.00
NON-PROJECT RELATED	44,000.00	0.00	0.00	0.00	44,000.00
ADDITIONAL NEW PROJECTS	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL EXPENDITURES	99,000.00	0.00	0.00	0.00	99,000.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	51,000.00	13,824.78	54,799.33	(	3,799.33)

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

PAGE: 2

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500-RCDC

33.33% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
NON-PROJECT RELATED					
=====					
<u>TAXES</u>					
500-4-90-4000 SALES TAX REVENUE	150,000.00	13,818.60	54,775.84	36.52	95,224.16
TOTAL TAXES	150,000.00	13,818.60	54,775.84	36.52	95,224.16
<u>INVESTMENT INCOME</u>					
500-4-90-4400 INTEREST INCOME	0.00	4.05	15.78	0.00 (	15.78)
500-4-90-4401 INTEREST INCOME - CHECKING	0.00	2.13	7.71	0.00 (	7.71)
TOTAL INVESTMENT INCOME	0.00	6.18	23.49	0.00 (	23.49)
TOTAL NON-PROJECT RELATED	150,000.00	13,824.78	54,799.33	36.53	95,200.67
<hr/>					
TOTAL REVENUES	150,000.00	13,824.78	54,799.33	36.53	95,200.67
	=====	=====	=====	=====	=====

CITY OF ROLLINGWOOD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2022

PAGE: 3

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500-RCDC

33.33% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
ECONOMIC DEVELOPMENT =====					
OTHER NON-DEPARTMENTAL					
500-5-80-5524 ROLLINGWOOD BUS PROMOTION	15,000.00	0.00	0.00	0.00	15,000.00
500-5-80-5527 COVID-19 RELIEF PROGRAM	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER NON-DEPARTMENTAL	15,000.00	0.00	0.00	0.00	15,000.00
<hr/>					
TOTAL ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	0.00	15,000.00
NON-PROJECT RELATED =====					
CONTRACTUAL SERVICES					
500-5-90-5275 ADMIN SERVICES AGREEMENT	44,000.00	0.00	0.00	0.00	44,000.00
TOTAL CONTRACTUAL SERVICES	44,000.00	0.00	0.00	0.00	44,000.00
<hr/>					
TOTAL NON-PROJECT RELATED	44,000.00	0.00	0.00	0.00	44,000.00
ADDITIONAL NEW PROJECTS =====					
MISCELLANEOUS OTHER EXP					
500-5-95-5387 MOPAC LEGAL EXPENSES	40,000.00	0.00	0.00	0.00	40,000.00
500-5-95-5388 PARK IMPROVEMENT PROJECT	0.00	0.00	0.00	0.00	0.00
500-5-95-5389 COMPREHENSIVE PLAN	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS OTHER EXP	40,000.00	0.00	0.00	0.00	40,000.00
<hr/>					
TOTAL ADDITIONAL NEW PROJECTS	40,000.00	0.00	0.00	0.00	40,000.00
<hr/>					
TOTAL EXPENDITURES	99,000.00	0.00	0.00	0.00	99,000.00
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	51,000.00	13,824.78	54,799.33	(	3,799.33)

RCDC  
MONTHLY FINANCIAL ANALYSIS

**NOTE: YTD ACTUAL AS OF 1/31/2022; 33% OF FISCAL YEAR**

**REVENUE STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	EST. REVENUE	YTD	PERCENT	YTD		
SALES TAX REVENUE	\$ 150,000	\$ 54,799	37%	\$ 49,464		111%

**BUDGET STATUS & COMPARISON TO PRIOR YEAR**

	CURRENT YEAR:			PRIOR YEAR:		CURRENT YR COMPARED TO PY YR
	BUDGET	YTD	PERCENT	YTD		
ECONOMIC DEVELOPMENT:						
REVENUE	\$ -	\$ -	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 15,000	\$ -	0%	\$ 1,500		0%
NON-PROJECTED RELATED:						
REVENUE	\$ 150,000	\$ 54,799	37%	\$ 49,518		111%
EXPENDITURES	\$ 44,000	\$ -	0%	\$ -		#DIV/0!
ADDITIONAL NEW PROJECTS:						
REVENUE	\$ -	\$ -	#DIV/0!	\$ -		#DIV/0!
EXPENDITURES	\$ 40,000	\$ -	0%	\$ -		#DIV/0!
RECAP:						
	BUDGET	YTD	PERCENT	YTD		COMPARED TO PY YR
REVENUE	\$ 150,000	\$ 54,799	37%	\$ 49,518		111%
EXPENDITURES	\$ 99,000	\$ -	0%	\$ 1,500		0



1301 South Mopac; Suite 400  
Austin, TX 78746-6918  
800-700-2443 • texasgasservice.com

January 20, 2022

The City Secretaries and/or City Managers of the following Texas cities:  
Austin, Bee Cave, Cedar Park, Cuero, Dripping Springs, Gonzales, Kyle, Lakeway, Lockhart,  
Luling, Nixon, Rollingwood, Shiner, Sunset Valley, West Lake Hills, Yoakum, Galveston, Bayou  
Vista, Jamaica Beach, Groves, Nederland, Port Neches, Port Arthur, and Beaumont, Texas

Dear City Secretary and/or City Manager:

In accordance with Texas Gas Service Company's Weather Normalization Clause (WNA) tariff, this report is being provided for the month of December 2021.

The Central Gulf Service Area experienced warmer than normal weather during December that resulted in the following WNA activity:

<b>Customer Class</b>	<b>Amount Collected or Refunded</b>	<b>Average Weather Rate</b>	<b>Average Bill Impact</b>	<b>% Bill Impact</b>
Residential	\$1,732,969	\$0.1884	\$5.80	11.0%
Commercial	\$53,670	\$0.0150	\$4.74	1.6%
Public Authority	\$17,206	\$0.0442	\$23.47	4.6%

Detailed data supporting this summary information is available upon request. If you have any questions, please do not hesitate to contact me at (512) 370-8267.

Sincerely,

Zach Burnham  
Rates Analyst  
Rates and Regulatory Affairs



## Giving Back after Winter Storm Uri

**\$75,000**  
Central Texas Food Bank

**\$20,000**  
Nutrition and Services  
for Seniors, Beaumont

**\$50,000**  
Helping Hand Home  
for Children

Winter Storm Uri provided businesses and non-profit groups with an unexpected gift – resiliency planning. The days-long power outages and iced roads stopped or significantly altered commerce and client services delivery, respectively. For some, resiliency strategies now included the purchase of natural gas back-up generators.

That was the case for Central Texas Food Bank and Helping Hand Home for Children in Austin. In Beaumont, Nutrition and Services for Seniors' resiliency strategy was accelerated due to the poor performance of an existing, and aged, natural gas back-up generator. Beaumont is in hurricane territory.

In 2021, the ONE Gas Foundation (ONE Gas is Texas Gas Service's parent company) approved awards to each group to help fund the purchase of a natural gas backup generator to provide emergency power. Both the Central Texas Food Bank and Nutrition and Services for Seniors will use the generators to power their commercial kitchens and food preservation facilities.

At Helping Hand Home for Children (HHH), a backup generator will provide power for an emergency shelter/ community room at a multi-purpose building, currently under construction. HHH provides residential care to children in the foster care system who experience emotional and behavioral problems.

### Central Texas Food Bank (CTFB) \$75,000 donation



Immediately after Winter Storm Uri, CTFB served more than 2,200 families compared to 955 families in January. Emergency food boxes included bottled water, fresh produce, milk and shelf-stable food. During the storm, food distribution activities had to be suspended for six days.

### Nutrition & Services for Seniors (NSS) \$20,000 donation



NSS staff decided to replace its existing backup generator due to age. That generator, installed 15 years ago to preserve food stores during hurricane-related flooding, performed poorly during winter storm. The new natural gas generator will help to provide NSS resiliency and power when needed.

### Helping Hand Home for Children (HHH) \$50,000 donation



HHH's Vanessa Davila stands in the future community room/emergency shelter. Going forward when weather events lead to power shortages, children and support staff will remain on the Home's campus at the shelter, which will be powered by a natural backup generator. The Home's natural gas commercial kitchen is located across street from shelter. It's proximity will allow staff to easily transport meals by foot.



## Texas Gas Service Attends Community Resource Fair

Austin Council Member Vanessa Fuentes hosted a Community Resource Fair for District 2 residents. Texas Gas Service was among more than a dozen participants. Texas Gas Service provided Energy Efficiency rebate information and Share The Warmth heating utility assistance program information. The latter is administered by Travis County Health and Human Services. Texas Gas Service partners with agencies throughout the state to help customers with their bills, either through payment programs and plans or connecting them with state resources. Thank you Councilmember Fuentes for the invite!

(Please reach out to Carmen Luevanos at [carmen.luevanos@onegas.com](mailto:carmen.luevanos@onegas.com) if your community has an event we can participate in as well.)



## Employees Helping Students for the Holidays

For more than 15 years, Texas Gas Service employees have brightened holiday spirits of third grade at Sanchez Elementary School. In pre-pandemic years, a festive holiday party was held at one of the company's local offices, complete with Santa, Meter Man and lots of gifts and cheer. Texas Gas Service employees enjoyed it as much as the students.

The annual tradition continued despite COVID, it just looked a little different. While the party was not held due to the pandemic, the spirit and cheer still filled the air as the Sanchez third grade teacher team and faculty distributed gifts to 56 students. The gifts were purchased with Target gift cards sponsored by Texas Gas Service employees.

"We wanted this Christmas celebration to be festive for students," shared Ms. Gabriela Lopez-Ruiz, 3rd grade teacher. "We wanted to see the kids get excited!"

"For some of our kiddos, this is the only Christmas they have," said Azucena Garcia, Principal, Sanchez Elementary School.



## Natural Gas Delivers Meals

Have you seen this Texas Gas Service/Meals on Wheels delivery van?

In December, Meals on Wheels of Central Texas recognized Texas Gas Service and the ONE Gas Foundation for a \$55,000 grant for a temperature-controlled meal delivery vehicle.

This new vehicle has been in service since October 2021, and each week it helps deliver approximately 195 meals to 42 clients across the area.







February 1, 2022

City of Rollingwood  
403 Nixon Drive  
Rollingwood, Texas 78746

Honorable Mayor and Members of the City Council:

Pursuant to the Cost of Gas Clause currently in effect for Central Texas service area, the following is the determination of the cost of gas to be used for billings in February 2022:

1.	Cost of Purchased Gas @ 14.73 PSIA.....	\$6.2600
2.	Cost of Purchased Gas @ 14.65 PSIA.....	\$6.2260
3.	Purchase/Sales Ratio.....	1.0246
4.	Commodity Cost (Line 2 x Line 3).....	\$6.3791
5.	Reconciliation Factor.....	\$0.1145
6.	Other Cost.....	\$0.0000
7.	Subtotal (Line 4 + Line 5 + Line 6).....	\$6.4936
8.	Revenue-associated Fees and Taxes.....	\$0.0000
9.	Cost of Gas (Line 7 + Line 8).....	<u>\$6.4936 / Mcf</u> <u>\$0.6494 / Ccf</u>

Billings using the cost of gas as determined above will begin with meters read on and after January 27, 2022 and end with meters read on and after February 24, 2022.

Sincerely,

*Lisa Wattinger*

Lisa Wattinger, Manager  
Gas Supply





1301 South Mopac; Suite 400  
Austin, TX 78746-6918  
800-700-2443 • texasgasservice.com

February 7, 2022

The City Secretaries/Clerks of the following Texas cities:

Austin, Bayou Vista, Beaumont, Bee Cave, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Nederland, Nixon, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas

Dear City Secretary/Clerk:

Enclosed you will find a **copy of Texas Gas Service Company, a Division of ONE Gas Inc.'s Excess Deferred Income Tax Credit (EDIT-RIDER) tariff** on file with the Railroad Commission of Texas ("Commission"). Pursuant to the consolidation rate case filed December 20, 2019 and approved via the Commission's Final Order issued on August 4, 2020 in GUD No. 10928, this rate schedule is **applicable to all Central-Gulf service area customers**. Effective with meters read on and after January 27, 2022, the **annual credits for excess accumulated deferred incomes taxes are detailed below per customer**. This means that each customer in the customer classes below will receive a one-time credit in the amount indicated on their February bill.

Residential:	\$ 7.32
Commercial:	\$ 30.08
Industrial:	\$ 498.71
Public Authority:	\$ 60.39
Public Schools Space Heat:	\$ 60.39
Electrical Cogeneration:	\$ 60.39
Compressed Natural Gas:	\$ 347.07

Until the Company's regulatory liability for excess deferred income taxes is fully amortized, each year these credits will be recalculated and an updated rate schedule will be distributed.

No action is required on your part; however, this tariff is being provided to your city to comply with Section 102.151 of the Texas Utilities Code **that requires the filing of all rate schedules with the regulatory authority**.

If you have any questions concerning this filing, please contact me via email at [christy.bell@onegas.com](mailto:christy.bell@onegas.com).

Sincerely,

Christy Bell  
Rates Analyst  
Rates and Regulatory Affairs

**EXCESS DEFERRED INCOME TAX CREDIT****A. APPLICABILITY**

This Excess Deferred Income Tax Credit applies to all general service rate schedules of Texas Gas Service Company, a Division of ONE Gas, Inc. ("Company") currently in force in the Company's Central-Gulf Service Area within the incorporated and unincorporated areas of Austin, Bayou Vista, Beaumont, Bee Cave, Buda (environs only), Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Nederland, Nixon, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas: 10, 20, 30, 40, 48, C-1, CNG-1, 1Z, 2Z, 3Z, 4H, 4Z, C-1-ENV, CNG-1-ENV, T-1, and T-1-ENV.

**B. CALCULATION OF CREDIT**

The annual amortization of the regulatory liability for excess deferred income taxes resulting from the Tax Cuts and Jobs Act of 2017 and in compliance with GUD No. 10695, will be credited to customers annually on a one-time, per bill basis in February of each year and will show as a separate line item on the customer's bill until fully amortized. The initial credit will occur in September 2020.

EDIT CREDIT – The total amount, if any, of the credit in a given year will be determined by:

- The average rate assumption method ("ARAM") as required by the Tax Cuts and Jobs Act of 2017 Section 13001(d) for the protected portion of the regulatory liability for excess deferred income taxes; and
- A 4-year amortization for nonprotected property.

TRUE-UP ADJUSTMENT – The Excess Deferred Income Tax credit shall be trued-up annually. The True-Up Adjustment will be the difference between the amount of that year's EDIT Credit and the amount actually credited to customers.

EDIT CREDIT PER CUSTOMER – The EDIT credit per customer will be determined by allocating that year's credit, plus/minus any prior year true up adjustment, among the customer classes utilizing the same class revenue allocation as approved in the most recent general rate case, and then by dividing each class's portion by the number of customers in that class.

**C. EDIT CREDIT PER CUSTOMER**

Residential:	\$ 7.32
Commercial:	\$ 30.08
Industrial:	\$ 498.71
Public Authority:	\$ 60.39
Public Schools Space Heat:	\$ 60.39
Electrical Cogeneration:	\$ 60.39
Compressed Natural Gas:	\$ 347.07

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

**D. OTHER ADJUSTMENTS**

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

**EXCESS DEFERRED INCOME TAX CREDIT  
(Continued)****E. ANNUAL FILING**

The Company shall make a filing with the Commission each year no later than December 31, including the following information:

- a. the total dollar amount of that year's EDIT Credit;
- b. the total dollar amount actually credited to customers;
- c. true-up amount, if any, due to the difference between items a. and b., above;
- d. the amount of the upcoming year's EDIT Credit; and
- e. the amounts of the upcoming year's EDIT Credit per Customer.

**F. CONDITIONS**

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.