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 TBPE Firm No. 6535

**Client:** City of Rollingwood  
**Invoice No.:** 2501009  
**Project Description:** General Engineering Services  
**Project Reporting Period:** December 29, 2024 to January 24, 2025  
**Project Manager:** Maritza A. Almada, EIT

**1. Site Development Plans (Drainage) and RSDP Review**

**a. Drainage Plan Reviews**

KFA Task No.	Project Address	Status	Date Returned
366	301 Inwood	Pool Review #1 – Approved	01/03/25
438	4831 Timberline	Pool Review #1 – Approved	01/03/25

**b. Residential Stormwater Discharge Permit (RSDP)**

KFA Task No.	Project Address	Status	Date Returned
452	2809 Rock Way	NRSD Review #1 - Completed	01/20/25

**c. Drainage Plan Inspections**

KFA Task No.	Project Address	Status	Date Returned
372	108 Kristy	Drainage Observation – Granted TCO	01/21/25
382	301 Pleasant	Drainage Observation – In Progress	--
358	104 Laura Lane	Drainage Observation – In Progress	--

**2. Zoning Reviews for Site Development Plans**

KFA Task No.	Project Address	Status	Date Returned

**3. Plat Reviews**

KFA Task No.	Project Address	Status	Date Returned
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**4. Right-of-Way Reviews**

KFA Task No.	Project Address	Status	Date Returned
969	401 Inwood	ROW Review #1 – Completed	01/03/25
967	203 Almarion	ROW Review – Accepted	01/13/25
936	2803 Pickwick	ROW Review – Accepted	01/13/25
941	4807 Timberline	ROW Review	01/08/25
970	2406/2408 Rollingwood	Row Review #1 – Accepted	01/08/25

**5. 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.	Project is in construction.  Finalizing easement documents and negotiations in progress.	
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.	Project is in construction.	
WA07 Water CIP Bond Program – Packages 1-4	Residents of Rollingwood approved Bond Proposition A, a \$5.3MM bond to fund improvements to the city's water system as identified in the city's Water Capital Improvements Plan (CIP).	Project is in construction.	

**6. General Engineering Services**

Task	Assignment Summary	Status	Next steps
General	Coordination with City staff regarding on-going development review services, engineering services, monthly report preparation and attendance of meetings at City's request.	On-Going.  Bi-weekly meetings.  City timeline of recurring activities.	Regular recurring activities.
Development Services	Coordination with City staff regarding on-going development services, MyPermitNow Support, and meeting with staff and applicants as requested.	Building and development services and coordination with staff.  MyPermitNow (MPN) support and coordination with Development Services Manager.	Continued coordination and support.
MS4 Compliance	Coordination with City staff on compliance with the Storm Water Management Permit for the 2024 calendar year.	KFA is updating the previously submitted MS4 for re-submittal.	Coordination between KFA and Rollingwood for MS4 Resubmittal before February 2025.
Rollingwood Park Drainage Improvements	Coordination with City staff and IWS for the park detention pond and retaining wall improvements. Supporting review of submitted plans.	KFA performing a final review of the submitted plans received 8/27	
New Building Height Requirements	General advisement and support related to the building height requirements ordinance		

Task	Assignment Summary	Status	Next steps
City of Austin Atlas 14 Floodplain Update	The City of Austin has begun a five-year effort to update floodplain maps in the Austin area. The maps are being updated with Atlas 14 rainfall data.	KFA attended COA informational virtual public meeting over Zoom.  Eanes Creek likely to be restudied. It is likely to lead to a floodplain increase, which will impact properties along the creeks.	Continue to monitor progress. Have not received any recent updates.

Regards,

K Friese + Associates, LLC.