



City of Rollingwood
ATTN: Ashley Wayman
403 Nixon
Rollingwood, Texas 78746

Invoice Date 12/09/24
Invoice No. 2411046

KFA Project No.	Project Name:	Current Invoice Amount	Period Covered
0764	Rollingwood General Engineering Services	\$ 6,455.73	November 2024
	Total this Invoice	\$ 6,455.73	



1120 S. Capital of TX Hwy, CityView 2, Suite 100
 Austin, Texas 78746
 P: 512.338.1704
 TBPE Firm No. 6535

Client: City of Rollingwood
Invoice No.: 2411046
Project Description: General Engineering Services
Project Reporting Period: October 26, 2024 – November 22, 2024
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
442	5009 Timberline	Drainage Review – Approved	10/28
450	3300 Park Hills	Drainage Review – Approved	10/28
965	4831 Timberline	Impervious Cover Questions	11/06
441	3205 Pickwick	Pool Review – Approved	11/06
427	4911 Rollingwood	Impervious Cover Update to Plans	11/13

b. Residential Stormwater Discharge Permit (RSDP)

KFA Task No.	Project Address	Status	Date Returned

c. Drainage Plan Inspections

KFA Task No.	Project Address	Status	Date Returned
377	5015 Timberline	Recommended CO	11/08
373	4814 Rollingwood	Recommended CO	11/11
362	4826 Rollingwood	Recommended CO	11/11
334	603 Riley	Recommended CO	11/11

2. Zoning Reviews for Site Development Plans

KFA Task No.	Project Address	Status	Date Returned
721	3205 Pickwick	Zoning Review #1	11/05
730	3300 Park Hills	Zoning Review #3	11/05
708	4911 Rollingwood	Zoning Review #3	11/03
731	907 Ridgewood	Zoning Review #1	11/13

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
964	301 Wallis	ROW Review #1	11/04
719	4831 Timberline	ROW Review #1	11/04

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.



K Friese & Associates, LLC.
1120 South Capital of Texas Highway
CityView 2, Suite 100
Austin, Texas 78746
(512) 338-1704

November 26, 2024
 Project No: KFA000764
 Invoice No: 2411046

Ashley Wayman
 City of Rollingwood
 403 Nixon
 Rollingwood, TX 78746

Project KFA000764 Rollingwood General Engineering Services

Professional Services from October 26, 2024 to November 22, 2024

Task	00100	General Engineering			
Professional Personnel					
			Hours	Rate	Amount
Martinez, Marlo			3.50	90.00	315.00
	Totals		3.50		315.00
	Total Labor				315.00
Reimbursable Expenses					
Personal Vehicle Mileage-Car					33.23
	Total Reimbursables				33.23
				Total this Task	\$348.23

Task	00101	Development Services			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza			9.50	110.00	1,045.00
Brandon, Bernard			8.00	185.00	1,480.00
Rodriquez, Zane			3.00	110.00	330.00
	Totals		20.50		2,855.00
	Total Labor				2,855.00
				Total this Task	\$2,855.00

Task	00102	Water			
Professional Personnel					
			Hours	Rate	Amount
Blackburn, Gregory			1.50	185.00	277.50
Williams, Philip			3.00	125.00	375.00
	Totals		4.50		652.50
	Total Labor				652.50
				Total this Task	\$652.50

Task	00107	GIS			
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Professional Personnel

	Hours	Rate	Amount
Stotts, Matthew	1.00	130.00	130.00
Totals	1.00		130.00
Total Labor			130.00
Total this Task			\$130.00

Task 00109 Zoning Consulting
Professional Personnel

	Hours	Rate	Amount
Rodriguez, Zane	1.50	110.00	165.00
Totals	1.50		165.00
Total Labor			165.00
Total this Task			\$165.00

Task 00350 DR-603 Riley
Professional Personnel

	Hours	Rate	Amount
Almada, Maritza	.50	110.00	55.00
Ballard, Victoria	.50	110.00	55.00
Totals	1.00		110.00
Total Labor			110.00
Total this Task			\$110.00

Task 00362 DR-4826 Rollingwood Drive
Professional Personnel

	Hours	Rate	Amount
Almada, Maritza	.50	110.00	55.00
Totals	.50		55.00
Total Labor			55.00
Total this Task			\$55.00

Task 00373 DR-4814 Rollingwood
Professional Personnel

	Hours	Rate	Amount
Almada, Maritza	.50	110.00	55.00
Totals	.50		55.00
Total Labor			55.00
Total this Task			\$55.00

Task 00377 DR-5015 Timberline
Professional Personnel

	Hours	Rate	Amount
Almada, Maritza	6.50	110.00	715.00
Brandon, Bernard	1.00	185.00	185.00
Totals	7.50		900.00
Total Labor			900.00
Total this Task			\$900.00

Task 00427 DR - 4911 Rollingwood

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.00	110.00	110.00	
Totals	1.00		110.00	
Total Labor				110.00
Total this Task				\$110.00

Task 00438 4831 Timberline (Drainage)

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.50	110.00	165.00	
Brandon, Bernard	.25	185.00	46.25	
Totals	1.75		211.25	
Total Labor				211.25
Total this Task				\$211.25

Task 00441 3205 Pickwick (Drainage)

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.75	110.00	82.50	
Brandon, Bernard	.25	185.00	46.25	
Totals	1.00		128.75	
Total Labor				128.75
Total this Task				\$128.75

Task 00442 5009 Timberline (Drainage)

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.50	110.00	55.00	
Brandon, Bernard	.25	185.00	46.25	
Totals	.75		101.25	
Total Labor				101.25
Total this Task				\$101.25

Task 00450 3300 Park Hills (Drainage)

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.50	110.00	55.00	
Brandon, Bernard	.25	185.00	46.25	
Totals	.75		101.25	
Total Labor				101.25
Total this Task				\$101.25

Task 00451 907 Ridgewood (Drainage)

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.00	110.00	110.00	
Totals	1.00		110.00	
Total Labor				110.00

Total this Task \$110.00

Task 00708 ZR - 4911 Rollingwood
Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	.50	110.00	55.00	
Totals	.50		55.00	
Total Labor				55.00
Total this Task				\$55.00

Task 00719 4831 Timberline (Zoning)
Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	.50	110.00	55.00	
Totals	.50		55.00	
Total Labor				55.00
Total this Task				\$55.00

Task 00721 3205 Pickwick (Zoning)
Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	.75	110.00	82.50	
Totals	.75		82.50	
Total Labor				82.50
Total this Task				\$82.50

Task 00731 907 Ridgewood (Zoning)
Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	.75	110.00	82.50	
Totals	.75		82.50	
Total Labor				82.50
Total this Task				\$82.50

Task 00964 301 Wallis (ROW)
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.25	110.00	27.50	
Brandon, Bernard	.25	185.00	46.25	
Totals	.50		73.75	
Total Labor				73.75
Total this Task				\$73.75

Task 00965 4831 Timberline (ROW)
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.25	110.00	27.50	
Brandon, Bernard	.25	185.00	46.25	
Totals	.50		73.75	
Total Labor				73.75

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2411046
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Total this Task	\$73.75
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Total this Phase	\$6,455.73
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Total this Invoice	\$6,455.73
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Outstanding Invoices

Number	Date	Balance
2410081	10/31/2024	13,245.00
Total		13,245.00

Total Now Due	\$19,700.73
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	Current	Prior	Total
Billings to Date	6,455.73	976,756.52	983,212.25

Billing Backup

Tuesday, November 26, 2024

K Friese & Associates, LLC

Invoice 2411046 Dated 11/26/2024

1:40:27 PM

Project KFA000764 Rollingwood General Engineering Services

Task 00100 General Engineering

Professional Personnel

			Hours	Rate	Amount	
Martinez, Marlo	11/1/2024		2.00	90.00	180.00	
planning project module deltek						
Martinez, Marlo	11/4/2024		.75	90.00	67.50	
project planning						
Martinez, Marlo	11/20/2024		.75	90.00	67.50	
project planning						
Totals			3.50		315.00	
Total Labor						315.00

Reimbursable Expenses

Personal Vehicle Mileage-Car						
EX 0079365	10/3/2024	Ortega, Victoria / Plat signature / Wet signature for Plat / 49.60 miles @ 0.67			33.23	
Total Reimbursables					33.23	33.23
Total this Task						\$348.23

Task 00101 Development Services

Professional Personnel

			Hours	Rate	Amount	
Almada, Maritza	11/5/2024		.50	110.00	55.00	
964 - 301 wallis						
Almada, Maritza	11/7/2024		1.00	110.00	110.00	
addressing misc questions						
Almada, Maritza	11/8/2024		2.00	110.00	220.00	
Invoices and coordinaiton						
Almada, Maritza	11/11/2024		1.00	110.00	110.00	
Invoices - updating project tracking spreadsheet						
Almada, Maritza	11/13/2024		1.50	110.00	165.00	
bi-weekly mtg w/Rollingwood misc coordination, progress report, IC questions, tap water sheet 4831 Timberline ROW Review 1						
Almada, Maritza	11/14/2024		1.50	110.00	165.00	
updating project tracking spreadsheet misc emails w/rollingwood internal coordination						
Almada, Maritza	11/22/2024		2.00	110.00	220.00	
invoices, coord w/zane on zoning projects						
Brandon, Bernard	11/1/2024		1.25	185.00	231.25	
Email correspondence and internal coordination						
Brandon, Bernard	11/6/2024		.25	185.00	46.25	
(Task 964) 301 Wallis ROW 1 QC						
Brandon, Bernard	11/8/2024		2.00	185.00	370.00	
Email correspondence and internal coordination						
Brandon, Bernard	11/13/2024		.50	185.00	92.50	
KFA/Rollingwood Bi-Weekly Meeting						

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2411046		
Brandon, Bernard		11/15/2024	2.00	185.00	370.00	
		Email correspondence and internal coordination				
Brandon, Bernard		11/22/2024	2.00	185.00	370.00	
		Email correspondence and internal coordination				
Rodriquez, Zane		10/28/2024	.50	110.00	55.00	
		intake and organization of reviews for zoning and drainage				
Rodriquez, Zane		10/31/2024	.25	110.00	27.50	
		intake and organization of reviews for zoning and drainage				
Rodriquez, Zane		11/4/2024	.50	110.00	55.00	
		Permit intake and organization for zoning and drainage				
Rodriquez, Zane		11/5/2024	.25	110.00	27.50	
		Permit intake and organization for zoning and drainage				
Rodriquez, Zane		11/12/2024	.50	110.00	55.00	
		intake and organization for zoning and drainge				
Rodriquez, Zane		11/13/2024	.25	110.00	27.50	
		bi weekly meeting				
Rodriquez, Zane		11/14/2024	.25	110.00	27.50	
		intake and organization for zoning and drainge				
Rodriquez, Zane		11/19/2024	.50	110.00	55.00	
		intake and organization of plans for zoning and drainage				
		Totals	20.50		2,855.00	
		Total Labor				2,855.00
					Total this Task	\$2,855.00

Task	00102	Water				
Professional Personnel						
			Hours	Rate	Amount	
Blackburn, Gregory		11/12/2024	1.00	185.00	185.00	
		Hydrant test data review, coordination				
Blackburn, Gregory		11/13/2024	.50	185.00	92.50	
		Hydrant test data review, coordination				
Williams, Philip		10/31/2024	.50	125.00	62.50	
		add water and drought plans to LCRA application scope and fee				
Williams, Philip		11/5/2024	.50	125.00	62.50	
		finalize scope and fee for LCRA water rights application				
Williams, Philip		11/12/2024	1.00	125.00	125.00	
		Mike's comments for scope and fee for LCRA water rights application				
Williams, Philip		11/20/2024	1.00	125.00	125.00	
		Mike's comments for LCRA application scope and fee				
		Totals	4.50		652.50	
		Total Labor			652.50	
					Total this Task	\$652.50

Task	00107	GIS				
Professional Personnel						
			Hours	Rate	Amount	
Stotts, Matthew		11/15/2024	1.00	130.00	130.00	
		GIS: quarterly updates email reply				
		Totals	1.00		130.00	
		Total Labor			130.00	
					Total this Task	\$130.00

Task 00109 Zoning Consulting

Professional Personnel

		Hours	Rate	Amount
Rodriquez, Zane	10/29/2024	.50	110.00	55.00
email explaining differences in site plan changes				
Rodriquez, Zane	10/30/2024	.50	110.00	55.00
Zoning email				
Rodriquez, Zane	11/5/2024	.50	110.00	55.00
confirmation for previously asked zoning question and regulation reference				
Totals		1.50		165.00
Total Labor				165.00

Total this Task \$165.00

Task 00350 DR-603 Riley

Professional Personnel

		Hours	Rate	Amount
Almada, Maritza	11/11/2024	.50	110.00	55.00
603 Riley DO QC + check in w/team				
Ballard, Victoria	11/11/2024	.50	110.00	55.00
603 riley drainage review				
Totals		1.00		110.00
Total Labor				110.00

Total this Task \$110.00

Task 00362 DR-4826 Rollingwood Drive

Professional Personnel

		Hours	Rate	Amount
Almada, Maritza	11/11/2024	.50	110.00	55.00
4826 Rollingwood recommended CO				
Totals		.50		55.00
Total Labor				55.00

Total this Task \$55.00

Task 00373 DR-4814 Rollingwood

Professional Personnel

		Hours	Rate	Amount
Almada, Maritza	11/11/2024	.50	110.00	55.00
4814 Rollingwood recommended CO				
Totals		.50		55.00
Total Labor				55.00

Total this Task \$55.00

Task 00377 DR-5015 Timberline

Professional Personnel

			Hours	Rate	Amount	
Almada, Maritza	10/28/2024		1.00	110.00	110.00	
	coordination w/contractor, going thurgh plan set					
Almada, Maritza	10/29/2024		2.00	110.00	220.00	
	drainage observation, travel, coordinaiton w/contractor, report					
Almada, Maritza	10/30/2024		2.00	110.00	220.00	
	report, qc checks, sending do out					
Almada, Maritza	11/4/2024		.50	110.00	55.00	
	5015 Timberline					
Almada, Maritza	11/5/2024		.50	110.00	55.00	
	coordination w/contractor					
Almada, Maritza	11/8/2024		.50	110.00	55.00	
	CO					
Brandon, Bernard	10/29/2024		.50	185.00	92.50	
	Drainage Observation QC					
Brandon, Bernard	11/6/2024		.50	185.00	92.50	
	5015 Timberline Drainage Observation Review					
	Totals		7.50		900.00	
	Total Labor					900.00
					Total this Task	\$900.00

 Task 00427 DR - 4911 Rollingwood

Professional Personnel

			Hours	Rate	Amount	
Almada, Maritza	11/13/2024		1.00	110.00	110.00	
	4911 Rollingwood Drainage Accepted					
	Totals		1.00		110.00	
	Total Labor					110.00
					Total this Task	\$110.00

 Task 00438 4831 Timberline (Drainage)

Professional Personnel

			Hours	Rate	Amount	
Almada, Maritza	11/5/2024		.50	110.00	55.00	
	timberline question					
Almada, Maritza	11/13/2024		1.00	110.00	110.00	
	4831 Timberline Drianage Accepted					
Brandon, Bernard	11/13/2024		.25	185.00	46.25	
	Task 438 4831 Timberline Drive Drainage Review 4 Acceptance Letter					
	Totals		1.75		211.25	
	Total Labor					211.25
					Total this Task	\$211.25

 Task 00441 3205 Pickwick (Drainage)

Professional Personnel

			Hours	Rate	Amount
Almada, Maritza	11/5/2024		.75	110.00	82.50

	pool review 1				
Brandon, Bernard		11/6/2024	.25	185.00	46.25
	3205 Pickwick Drainage QC				
	Totals		1.00		128.75
	Total Labor				128.75
				Total this Task	\$128.75

Task	00442	5009 Timberline (Drainage)			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza		10/29/2024	.50	110.00	55.00
	Review 3/acceptance letter				
Brandon, Bernard		10/29/2024	.25	185.00	46.25
	Drainage Review 3 QC Acceptance Letter				
	Totals		.75		101.25
	Total Labor				101.25
				Total this Task	\$101.25

Task	00450	3300 Park Hills (Drainage)			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza		10/29/2024	.50	110.00	55.00
	review 4/acceptance letter				
Brandon, Bernard		10/29/2024	.25	185.00	46.25
	New Pool Review 4 QC Acceptance Letter				
	Totals		.75		101.25
	Total Labor				101.25
				Total this Task	\$101.25

Task	00451	907 Ridgewood (Drainage)			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza		11/22/2024	1.00	110.00	110.00
	new pool review #1				
	Totals		1.00		110.00
	Total Labor				110.00
				Total this Task	\$110.00

Task	00708	ZR - 4911 Rollingwood			
Professional Personnel					
			Hours	Rate	Amount
Rodriquez, Zane		11/5/2024	.50	110.00	55.00
	permit review				
	Totals		.50		55.00
	Total Labor				55.00

Total this Task \$55.00

Task 00719 4831 Timberline (Zoning)

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	11/13/2024	.50	110.00	55.00	
review and new approval letter					
Totals		.50		55.00	
Total Labor					55.00

Total this Task \$55.00

Task 00721 3205 Pickwick (Zoning)

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	11/4/2024	.75	110.00	82.50	
review of permit					
Totals		.75		82.50	
Total Labor					82.50

Total this Task \$82.50

Task 00731 907 Ridgewood (Zoning)

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	11/20/2024	.75	110.00	82.50	
Review					
Totals		.75		82.50	
Total Labor					82.50

Total this Task \$82.50

Task 00964 301 Wallis (ROW)

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	11/18/2024	.25	110.00	27.50	
ROW Review #1					
Brandon, Bernard	11/15/2024	.25	185.00	46.25	
301 Wallis ROW 2 QC					
Totals		.50		73.75	
Total Labor					73.75

Total this Task \$73.75

Task 00965 4831 Timberline (ROW)

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	11/20/2024	.25	110.00	27.50	
ROW Review #2					
Brandon, Bernard	11/13/2024	.25	185.00	46.25	
Task 965 4831 Timberline ROW 1 QC					
Totals		.50		73.75	
Total Labor					73.75
			Total this Task		\$73.75
			Total this Phase		\$6,455.73
			Total this Project		\$6,455.73
			Total this Report		\$6,455.73