



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

Invoice Date 03/07/25
Invoice No. 2502012

KFA Project No.	Project Name:	Current Invoice Amount	Period Covered
0764	Rollingwood General Engineering Services	\$ 9,350.51	February 2025
	Total this Invoice	\$ 9,350.51	



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.: 2502012
Project Description: General Engineering Services
Project Reporting Period: January 25, 2025 to February 21, 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
936	5000 Timberline	New Pool Review #1 - Accepted	01/29/25
447	404 Vale	New Pool Review #1 - Accepted	02/04/25
366	301 Inwood	New Pool Review #2 - Accepted	02/11/25

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
382	301 Pleasant	Recommended CO	01/27/25
378	108 Kristy	Recommended CO	02/14/25
358	104 Laura Lane	Recommended CO	02/28/25

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
-	-	-	-

4. Right-of-Way Reviews

KFA Task No.	Project Address	Status	Date Returned
954	2803 Pickwick	ROW Review #1 – Accepted	01/29/25
969	401 Inwood	ROW Review #1 – Accepted	02/05/25
971	100 Kristy Dr	ROW Review #1 – Returned	02/11/25
972	500 Vale	ROW Review #1 – Accepted	02/14/25

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. – Completed and Submitted.
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 is 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

March 7, 2025

Project No: KFA000764

Invoice No: 2502012

Ashley Wayman
City of Rollingwood
403 Nixon
Rollingwood, TX 78746

Project KFA000764 Rollingwood General Engineering Services

Professional Services from January 25, 2025 to February 21, 2025

Task		00100 General Engineering		
Professional Personnel				
	Hours	Rate	Amount	
Brandon, Bernard	3.25	185.00	601.25	
Martinez, Christy	.50	90.00	45.00	
Totals	3.75		646.25	
Total Labor				646.25
			Total this Task	\$646.25

Task		00101 Development Services		
Professional Personnel				
		Hours	Rate	Amount
Almada, Maritza		10.00	110.00	1,100.00
Brandon, Bernard		6.50	185.00	1,202.50
Rodriguez, Zane		2.50	110.00	275.00
	Totals	19.00		2,577.50
	Total Labor			2,577.50
			Total this Task	\$2,577.50

Task	00102	Water		
Professional Personnel				
		Hours	Rate	Amount
Blackburn, Gregory			185.00	0.00
Williams, Philip		.50	125.00	62.50
Totals		.50		62.50
Total Labor				62.50
			Total this Task	\$62.50

Task	00105	MS4	

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	10.25	110.00	1,127.50	
Brandon, Bernard	1.00	185.00	185.00	
Totals	11.25		1,312.50	
Total Labor				1,312.50

Reimbursable Expenses

Other Direct Costs			409.26	
Total Reimbursables			409.26	409.26

Total this Task \$1,721.76

Task 00106 Drainage

Professional Personnel

	Hours	Rate	Amount	
Salinas, Abe	3.00	285.00	855.00	
Totals	3.00		855.00	
Total Labor				855.00

Total this Task \$855.00

Task 00109 Zoning Consulting

Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	1.25	110.00	137.50	
Totals	1.25		137.50	
Total Labor				137.50

Total this Task \$137.50

Task 00358 DR-104 Laura Lane

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.50	110.00	165.00	
Totals	1.50		165.00	
Total Labor				165.00

Total this Task \$165.00

Task 00366 DR-301 Inwood

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 00378 DR-108 Kristi Drive

Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.75	110.00	82.50	
Totals	.75		82.50	
Total Labor				82.50

Total this Task	\$82.50
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Task 00382 DR-301 Pleasant Drive
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.75	110.00	82.50	
Totals	.75		82.50	
Total Labor				82.50

Total this Task	\$82.50
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Task 00398 DR - 4808 Timberline Drive
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.00	110.00	110.00	
Ballard, Victoria	7.00	110.00	770.00	
Brandon, Bernard	1.00	185.00	185.00	
Totals	9.00		1,065.00	
Total Labor				1,065.00

Total this Task	\$1,065.00
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Task 00412 DR - 5000 Timberline Ridge
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.00	110.00	110.00	
Brandon, Bernard	.50	185.00	92.50	
Totals	1.50		202.50	
Total Labor				202.50

Total this Task	\$202.50
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Task 00447 404 Vale (Drainage)
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	1.00	110.00	110.00	
Brandon, Bernard	.25	185.00	46.25	
Totals	1.25		156.25	
Total Labor				156.25

Total this Task	\$156.25
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Task 00694 ZR - 5000 Timberline Dr
Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	1.50	110.00	165.00	
Totals	1.50		165.00	
Total Labor				165.00

Total this Task	\$165.00
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Task 00727 404 Vale (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 00732 301 Inwood (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 00733 2809 Rock Way (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 00900 Unbillable
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	7.75	110.00	852.50	
Ballard, Victoria	.50	110.00	55.00	
Totals	8.25		907.50	
Total Labor				907.50
Total this Task				\$907.50

Task 00936 ROW - 2803 Pickwick Ln.
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 00969 401 Inwood (ROW)
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

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2502012
Total this Phase			\$9,350.51	
Total this Invoice			\$9,350.51	

	Current	Prior	Total
Billings to Date	9,350.51	996,478.50	1,005,829.01

Billing Backup

Friday, March 7, 2025

K Friese & Associates, LLC

Invoice 2502012 Dated 3/7/2025

3:34:00 PM

Project	KFA000764	Rollingwood General Engineering Services
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Task	00100	General Engineering
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Professional Personnel

		Hours	Rate	Amount
Brandon, Bernard	1/31/2025	3.25	185.00	601.25
Email correspondence and internal coordination				
Martinez, Christy	1/30/2025	.50	90.00	45.00
Monthly invoicing				
Totals		3.75		646.25
Total Labor				646.25

Total this Task \$646.25

Task	00101	Development Services
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Professional Personnel

		Hours	Rate	Amount
Almada, Maritza	1/30/2025	3.00	110.00	330.00
Invoices/Accounting/Monthly Progress Report for Rollingwood team hours distribution on Deltek				
Almada, Maritza	2/6/2025	.50	110.00	55.00
misc RW questions				
Almada, Maritza	2/11/2025	1.50	110.00	165.00
971 - 100 Kristy Review 1 (move once opened) (0.50hr)				
misc coordination w/Rollingwood + submitting MS4 application + invoices				
Almada, Maritza	2/17/2025	.50	110.00	55.00
move to 972 - 500 Vale				
Acceptance Letter/ROW Review 1				
Almada, Maritza	2/20/2025	4.00	110.00	440.00
3225 Park Hills				
5009 Timberline Drive Questions				
Mtg w/Abe + RW				
Almada, Maritza	2/21/2025	.50	110.00	55.00
3225 Park Hills				
5009 Timberline Drive Questions - Review w/Bernard				
Brandon, Bernard	2/7/2025	2.00	185.00	370.00
Email correspondence and internal coordination				
Brandon, Bernard	2/11/2025	.25	185.00	46.25
Task 971 100 Kristy ROW Review 1				
Brandon, Bernard	2/14/2025	2.00	185.00	370.00
Email correspondence and internal coordination				
Brandon, Bernard	2/20/2025	.25	185.00	46.25
Task 971 100 Kristy ROW Review 1 and acceptance letter				
Brandon, Bernard	2/21/2025	2.00	185.00	370.00
Email correspondence and internal coordination				
Rodriquez, Zane	1/27/2025	.50	110.00	55.00
permit intake and organization for zoning and drainage				
Rodriquez, Zane	2/3/2025	.50	110.00	55.00
intake and organization of reviews for zoning and drainage				
Rodriquez, Zane	2/7/2025	.25	110.00	27.50
intake and organization of reviews for ROW				

Project	KFA000764	Rollingwood General Engineering Services			Invoice	2502012
Rodriquez, Zane		2/11/2025	.50	110.00	55.00	
intake and organization of tasks for zoning and drainage review						
Rodriquez, Zane		2/13/2025	.25	110.00	27.50	
intake and organization of tasks for ROW permit						
Rodriquez, Zane		2/17/2025	.50	110.00	55.00	
internal meeting and discussion on zoning/drainage question						
Totals			19.00		2,577.50	
Total Labor						2,577.50
Total this Task						\$2,577.50

Task	00102	Water				
Professional Personnel						
			Hours	Rate	Amount	
Blackburn, Gregory		1/6/2025	-.50	185.00	-92.50	
Blackburn, Gregory		1/6/2025	.50	185.00	92.50	
Blackburn, Gregory		1/10/2025	1.00	185.00	185.00	
Blackburn, Gregory		1/10/2025	-1.00	185.00	-185.00	
Blackburn, Gregory		1/15/2025	-1.50	185.00	-277.50	
Blackburn, Gregory		1/15/2025	1.50	185.00	277.50	
Williams, Philip		1/28/2025	.50	125.00	62.50	
LCRA Water Rights Application project set up form						
Totals			.50		62.50	
Total Labor						62.50
Total this Task						\$62.50

Task	00105	MS4				
Professional Personnel						
			Hours	Rate	Amount	
Almada, Maritza		1/31/2025	2.00	110.00	220.00	
MS4 Application/coordination w/Rollingwood						
Almada, Maritza		2/3/2025	2.00	110.00	220.00	
MS4 CDX process + coordination						
Almada, Maritza		2/4/2025	1.25	110.00	137.50	
MS4 CDX process + coordination						
Almada, Maritza		2/6/2025	1.00	110.00	110.00	
MS4 CDX process + coordination						
Almada, Maritza		2/10/2025	2.00	110.00	220.00	
coordination w/Rollingwood						
last updates to submit						
Almada, Maritza		2/11/2025	2.00	110.00	220.00	
coordination w/TCEQ + Rollingwood						
submittal day						
Brandon, Bernard		2/3/2025	1.00	185.00	185.00	
MS4 Appliaction						
Totals			11.25		1,312.50	
Total Labor						1,312.50
Reimbursable Expenses						
Other Direct Costs						
EX 0081977	2/10/2025	Almada, Maritza / MS4 Application Payment			409.26	
Total Reimbursables					409.26	409.26

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2502012
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Total this Task \$1,721.76

Task 00106 Drainage

Professional Personnel

		Hours	Rate	Amount	
Salinas, Abe	2/20/2025	3.00	285.00	855.00	
	Prep for codes discussion (1.5); Codes meeting with Cm. Brown, Nikki (1.5)				
	Totals	3.00		855.00	
	Total Labor				855.00

Total this Task \$855.00

Task 00109 Zoning Consulting

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	1/28/2025	.75	110.00	82.50	
	98 wallis zoning research and email				
Rodriquez, Zane	2/14/2025	.50	110.00	55.00	
	zoning question (yard)				
	Totals	1.25		137.50	
	Total Labor				137.50

Total this Task \$137.50

Task 00358 DR-104 Laura Lane

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	1/27/2025	1.00	110.00	110.00	
	104 Laura Lane				
	Discussions w/Bernard + updated plan set + criteria				
Almada, Maritza	2/17/2025	.50	110.00	55.00	
	104 Laura Lane DOR Review				
	Totals	1.50		165.00	
	Total Labor				165.00

Total this Task \$165.00

Task 00366 DR-301 Inwood

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	2/11/2025	.75	110.00	82.50	
	301 Inwood New Pool 2				
Brandon, Bernard	2/11/2025	.25	185.00	46.25	
	Task 366 301 Inwood Pool Review 2 Acceptance Letter				
	Totals	1.00		128.75	
	Total Labor				128.75

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2502012	
			Total this Task	\$128.75	
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Task	00378	DR-108 Kristi Drive			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza	2/17/2025		.75	110.00	82.50
	108 Kristy Dr - DOR Recommendation for CO				
	Totals		.75		82.50
	Total Labor				82.50
			Total this Task	\$82.50	
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Task	00382	DR-301 Pleasant Drive			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza	1/27/2025		.75	110.00	82.50
	301 Pleasant Dr				
	Totals		.75		82.50
	Total Labor				82.50
			Total this Task	\$82.50	
<hr/>					
Task	00398	DR - 4808 Timberline Drive			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza	2/17/2025		1.00	110.00	110.00
	4808 Timberline Drive, mtg w/Bernard & Vicky, reviewing insepction pictures.				
Ballard, Victoria	2/10/2025		4.00	110.00	440.00
	site visit and begin report				
Ballard, Victoria	2/12/2025		3.00	110.00	330.00
	site visit report				
Brandon, Bernard	2/19/2025		1.00	185.00	185.00
	Task 398 4808 Timberline Drive Drainage Observation QC				
	Totals		9.00		1,065.00
	Total Labor				1,065.00
			Total this Task	\$1,065.00	
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Task	00412	DR - 5000 Timberline Ridge			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza	1/29/2025		1.00	110.00	110.00
	new pool Review 1 internal memo				
Brandon, Bernard	1/30/2025		.50	185.00	92.50
	Task 412 5000 Timberline Drainage Acceptance Letter				
	Totals		1.50		202.50
	Total Labor				202.50

Total this Task \$202.50

Task 00447 404 Vale (Drainage)

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	2/4/2025	1.00	110.00	110.00	
404 Vale Review					
Brandon, Bernard	2/5/2025	.25	185.00	46.25	
Task 447 404 Vale St Drainage Review Acceptance Letter					
Totals		1.25		156.25	
Total Labor					156.25

Total this Task \$156.25

Task 00694 ZR - 5000 Timberline Dr

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	1/27/2025	1.00	110.00	110.00	
review of plans					
Rodriquez, Zane	2/13/2025	.50	110.00	55.00	
Review and acceptance letter					
Totals		1.50		165.00	
Total Labor					165.00

Total this Task \$165.00

Task 00727 404 Vale (Zoning)

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	2/3/2025	.75	110.00	82.50	
Review					
Totals		.75		82.50	
Total Labor					82.50

Total this Task \$82.50

Task 00732 301 Inwood (Zoning)

Professional Personnel

		Hours	Rate	Amount	
Rodriquez, Zane	2/11/2025	.50	110.00	55.00	
Review					
Totals		.50		55.00	
Total Labor					55.00

Total this Task \$55.00

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2502012
Task	00733	2809 Rock Way (Zoning)		
Professional Personnel				
			Hours	Rate
Rodriquez, Zane	1/28/2025		.50	110.00
HVAC email				55.00
Totals			.50	55.00
Total Labor				55.00
Total this Task				\$55.00
Task	00900	Unbillable		
Professional Personnel				
			Hours	Rate
Almada, Maritza	1/27/2025		1.50	110.00
MS4 coordination				165.00
Almada, Maritza	1/31/2025		2.00	110.00
MS4 Application/coordination w/Rollingwood				220.00
Almada, Maritza	2/3/2025		2.00	110.00
MS4 / Online Process learning curve				220.00
Almada, Maritza	2/4/2025		1.25	110.00
MS4 / Online Process learning curve				137.50
Almada, Maritza	2/6/2025		1.00	110.00
MS4 / Online Process learning curve				110.00
Ballard, Victoria	2/17/2025		.50	110.00
4808 timberline meeting				55.00
Totals			8.25	907.50
Total Labor				907.50
Total this Task				\$907.50
Task	00936	ROW - 2803 Pickwick Ln.		
Professional Personnel				
			Hours	Rate
Almada, Maritza	1/29/2025		.50	110.00
ROW Review 1				55.00
Brandon, Bernard	1/30/2025		.25	185.00
Task 936 2803 Pickwick Ln ROW Review 2				46.25
Totals			.75	101.25
Total Labor				101.25
Total this Task				\$101.25
Task	00969	401 Inwood (ROW)		
Professional Personnel				
			Hours	Rate
Almada, Maritza	2/4/2025		.50	110.00
401 Inwood Review				55.00
Brandon, Bernard	2/5/2025		.25	185.00
Task 969 401 Inwood ROW Review Acceptance Letter				46.25
Totals			.75	101.25
Total Labor				101.25

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2502012
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Total this Task	\$101.25
Total this Phase	\$9,350.51
Total this Project	\$9,350.51
Total this Report	\$9,350.51

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Transaction Information

Trace Number: 582EA000650602

Date: 02/10/2025 04:36 PM

Payment Method: CC - Authorization 000008684D

ePay Actor: MARITZA A ALMADA

Actor Email: malmada@kfriese.com

IP: 136.62.82.82

TCEQ Amount: \$400.00

Texas.gov Price: \$409.26*

* This service is provided by Texas.gov, the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov, which is provided by a third party in partnership with the State.

Payment Contact Information

Name: MARITZA A ALMADA

Company: K FRIESE AND ASSOCIATES

Address: 1120 S CAPITAL OF TEXAS HIGHW, AUSTIN, TX 78746

Phone: 512-518-5853

Cart Items

Click on the voucher number to see the voucher details.

Voucher	Fee Description	AR Number	Amount
748425	GENERAL PERMIT MS4 PHASE II STORM WATER DISCHARGE NOI APPLICATION		\$400.00
TCEQ Amount:			\$400.00

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