



City of Rollingwood
ATTN: Alun Thomas
403 Nixon
Rollingwood, Texas 78746

Invoice Date 05/14/25
Invoice No. 2504047

KFA Project No.	Project Name:	Current Invoice Amount	Period Covered
0764	Rollingwood General Engineering Services	\$ 6,091.25	April 2025
	Total this Invoice	\$ 6,091.25	

Client: City of Rollingwood
Invoice No.: 2504047
Project Description: General Engineering Services
Project Reporting Period: March 29, 2025 to April 25, 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
0454	4910 Timberline	Questions – addressed	04/02/25

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
417	201 Vale	Recommended CO	04/17/25

2. Zoning Reviews for Site Development Plans

KFA Task No.	Project Address	Status	Date Returned
0721	3205 Pickwick	Accepted	04/22/25

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
0931	4 Michele Circle	Accepted	04/24/25
0918	5 Timberline Ridge	Accepted	04/23/25

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. Coordinating CMU wall connection to wingwall. Substantial completion projected for 4/30/25	
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 beginning construction. Easements acquired. Start construction phase services – review of RFIs, submittals	
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	General coordination with City staff regarding engineering services, monthly report preparation and attendance of meeting, as requested.	On-Going. Bi-weekly meetings.	
Development Services	Coordination with City staff regarding on-going development services.	On-going for developments. KFA is preparing Updated Rates addendum. Miscellaneous questions about utilizing a pool as detention, Zoning, property in the floodplain.	Targeting May Council meeting. Ongoing coordination.
Development Services – Code revisions	Request from Council member Brooke Brown related to code questions and recommendations for addressing concerns. Relates to rainwater harvesting tank, drainage facilities in easement, excavation of rock, excavation near trees, drainage facility definitions.	KFA is preparing recommendations related to these issues for review by the City.	Draft memo submitted to Rollinwood. Targeting May Council meeting.
MS4 Compliance	Coordination with City staff on compliance with the Storm Water Management Permit for the 2025 calendar year.	MS4 submitted 2/11/25. Awaiting TCEQ comments. Alun has been set up as the signatory person.	
Water Rights Application (LCRA)		Greg coordinating renewal of application.	
Rollingwood Park Drainage Improvements	Coordination with City staff and IWS for the park detention pond and retaining wall improvements. Supporting review of submitted plans.	Not active.	
New Building Height Requirements	General advisement and support related to the building height requirements ordinance	Not active.	

Task	Assignment Summary	Status	Next steps
City of Austin Atlas 14 Floodplain Update	<p>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.</p> <p>KFA attended COA informational virtual public meeting over Zoom.</p> <p>Eanes Creek is likely to be restudied. It is likely to lead to a floodplain increase, which will impact properties along the creeks.</p>	<p>Not active.</p> <p>Continue to monitor progress. Have not received any recent updates.</p>	<p>City request update from COA on status of remapping.</p>

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

May 9, 2025
 Project No: KFA000764
 Invoice No: 2504047

Alun Thomas
 City of Rollingwood
 403 Nixon
 Rollingwood, TX 78746

Project KFA000764 Rollingwood General Engineering Services

Professional Services from March 29, 2025 to April 25, 2025

Task	00100	General Engineering		
Professional Personnel				
			Hours	Rate
				Amount
Almada, Maritza			16.50	110.00
Brandon, Bernard			5.50	185.00
Martinez, Christy			.50	90.00
Martinez, Marlo			1.50	90.00
Rodriguez, Zane			2.50	110.00
Salinas, Abe			1.50	285.00
	Totals		28.00	3,715.00
	Total Labor			3,715.00
				Total this Task
				\$3,715.00

Task	00101	Development Services		
Professional Personnel				
			Hours	Rate
				Amount
Brandon, Bernard			2.00	185.00
	Totals		2.00	370.00
	Total Labor			370.00
				Total this Task
				\$370.00

Task	00106	Drainage		
Professional Personnel				
			Hours	Rate
				Amount
Salinas, Abe			1.00	285.00
	Totals		1.00	285.00
	Total Labor			285.00
				Total this Task
				\$285.00

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 00417 DR - 201 Vale Street

Professional Personnel

	Hours	Rate	Amount
Almada, Maritza	7.00	110.00	770.00
Brandon, Bernard	.50	185.00	92.50
Totals	7.50		862.50
Total Labor			862.50
Total this Task			\$862.50

Task 00454 4910 Timberline (Drainage)

Professional Personnel

	Hours	Rate	Amount
Brandon, Bernard	2.00	185.00	370.00
Totals	2.00		370.00
Total Labor			370.00
Total this Task			\$370.00

Task 00721 3205 Pickwick (Zoning)

Professional Personnel

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

Task 00918 ROW - 5 Timberline Ridge

Professional Personnel

	Hours	Rate	Amount
Brandon, Bernard	.25	185.00	46.25
Totals	.25		46.25
Total Labor			46.25
Total this Task			\$46.25

Task 00931 ROW - 4 Michele Circle

Professional Personnel

	Hours	Rate	Amount
Almada, Maritza	1.25	110.00	137.50
Brandon, Bernard	.50	185.00	92.50
Totals	1.75		230.00
Total Labor			230.00
Total this Task			\$230.00

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2504047
			Total this Phase	\$6,091.25
			Total this Invoice	\$6,091.25

	Current	Prior	Total
Billings to Date	6,091.25	1,012,236.51	1,018,327.76

Billing Backup

Friday, May 9, 2025

K Friese & Associates, LLC

Invoice 2504047 Dated 5/9/2025

10:34:11 AM

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

		Hours	Rate	Amount
Almada, Maritza	3/31/2025	3.00	110.00	330.00
meeting minutes + code recommendations memo + coordination w/Nikki&Abe				
Almada, Maritza	4/7/2025	1.00	110.00	110.00
coordination w/team through week				
Almada, Maritza	4/8/2025	2.00	110.00	220.00
Invoices, Progress Report, Coordination w/Accounting				
Almada, Maritza	4/9/2025	.50	110.00	55.00
quarterly GIS mtg				
Almada, Maritza	4/14/2025	1.00	110.00	110.00
pool as detention coordination				
Almada, Maritza	4/17/2025	1.00	110.00	110.00
Project Progress Updates Mtg w/Abe + preparing report + updating plans				
Almada, Maritza	4/22/2025	2.00	110.00	220.00
304 Vale Research				
Almada, Maritza	4/23/2025	3.25	110.00	357.50
304 Vale Site Inspection Travel time importing photos + coordination w/team				
Almada, Maritza	4/24/2025	.75	110.00	82.50
coordination w/Bernard, Reviewing Feb 2024 notes and responses to RW				
Almada, Maritza	4/25/2025	2.00	110.00	220.00
coordination w/Abe on response + site visit findings				
Brandon, Bernard	4/18/2025	2.50	185.00	462.50
Email correspondence and internal coordination (Innovative detention and WHAC City Council inquiry)				
Brandon, Bernard	4/24/2025	.50	185.00	92.50
403 Vale Drainage Issues				
Brandon, Bernard	4/25/2025	2.50	185.00	462.50
Email correspondence and internal coordination: 304 Vale drainage issues and innovative detention				
Martinez, Christy	4/9/2025	.50	90.00	45.00
Monthly invoicing				
Martinez, Marlo	4/18/2025	1.00	90.00	90.00
contract amendment				
Martinez, Marlo	4/21/2025	.25	90.00	22.50
project coordination				
Martinez, Marlo	4/25/2025	.25	90.00	22.50
project coordination				
Rodriquez, Zane	4/3/2025	.50	110.00	55.00
zoning email				
Rodriquez, Zane	4/16/2025	.75	110.00	82.50
Project research and approval stamp				
Rodriquez, Zane	4/21/2025	.75	110.00	82.50
permit intake and organization for reviews				
Rodriquez, Zane	4/24/2025	.50	110.00	55.00
permit intake and organization for reviews				

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2504047	
Salinas, Abe		4/2/2025	.50	285.00	142.50
		Provide documents for public information request			
Salinas, Abe		4/4/2025	.50	285.00	142.50
		Code reviews memo			
Salinas, Abe		4/17/2025	.50	285.00	142.50
		Project review			
		Totals	28.00		3,715.00
		Total Labor			3,715.00
				Total this Task	\$3,715.00

Task	00101	Development Services	Hours	Rate	Amount
Professional Personnel					
Brandon, Bernard		4/4/2025	2.00	185.00	370.00
		Email correspondence and internal coordination			
		Totals	2.00		370.00
		Total Labor			370.00
				Total this Task	\$370.00

Task	00106	Drainage	Hours	Rate	Amount
Professional Personnel					
Salinas, Abe		4/11/2025	.50	285.00	142.50
		Codes memo			
Salinas, Abe		4/25/2025	.50	285.00	142.50
		403 Vale drainage issues discussion			
		Totals	1.00		285.00
		Total Labor			285.00
				Total this Task	\$285.00

Task	00107	GIS	Hours	Rate	Amount
Professional Personnel					
Stotts, Matthew		4/1/2025	1.00	130.00	130.00
		quarterly meeting/follow up			
		Totals	1.00		130.00
		Total Labor			130.00
				Total this Task	\$130.00

Task	00417	DR - 201 Vale Street	Hours	Rate	Amount
Professional Personnel					
Almada, Maritza		3/31/2025	2.00	110.00	220.00

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2504047
	coordination w/Builder, Nikki, reviewing plan set for observation			
Almada, Maritza	4/1/2025	4.00	110.00	440.00
	Drainage Observation + travel time + Report			
Almada, Maritza	4/16/2025	1.00	110.00	110.00
	DOR Recommendation for CO sent to RW			
Brandon, Bernard	4/4/2025	.50	185.00	92.50
	Drainage Observation QC			
	Totals	7.50		862.50
	Total Labor			862.50
			Total this Task	\$862.50

Task	00454	4910 Timberline (Drainage)		
Professional Personnel				
			Hours	Rate
				Amount
Brandon, Bernard	4/1/2025		1.00	185.00
	Drainage question: Residential Project Inquiry.			
Brandon, Bernard	4/2/2025		1.00	185.00
	Drainage question: Residential Project Inquiry.			
	Totals		2.00	370.00
	Total Labor			370.00
			Total this Task	\$370.00

Task	00721	3205 Pickwick (Zoning)		
Professional Personnel				
			Hours	Rate
				Amount
Rodriguez, Zane	4/21/2025		.75	110.00
	Review			
	Totals		.75	82.50
	Total Labor			82.50
			Total this Task	\$82.50

Task	00918	ROW - 5 Timberline Ridge		
Professional Personnel				
			Hours	Rate
				Amount
Brandon, Bernard	4/21/2025		.25	185.00
	Task 918 5 Timberline Ridge Acceptance Letter			
	Totals		.25	46.25
	Total Labor			46.25
			Total this Task	\$46.25

Task	00931	ROW - 4 Michele Circle		
Professional Personnel				
			Hours	Rate
				Amount
Almada, Maritza	4/22/2025		.75	110.00
				82.50

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2504047
	4 Michele 2.1 ROW Review			
Almada, Maritza		4/24/2025	.50	110.00
	5 Michele acceptance letter			
Brandon, Bernard		4/21/2025	.50	185.00
	Task 931 4 Michele Cir Acceptance Letter			
	Task 931 4 Michele Cir ROW 2 review 1			
	Totals		1.75	230.00
	Total Labor			230.00
			Total this Task	\$230.00
			Total this Phase	\$6,091.25
			Total this Project	\$6,091.25
			Total this Report	\$6,091.25