



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 |
|--------------|-----------------|--------|---------------|
| - | - | - | - |

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 | 1,815.00 | |
| Brandon, Bernard | 5.50 | 185.00 | 1,017.50 | |
| Martinez, Christy | .50 | 90.00 | 45.00 | |
| Martinez, Marlo | 1.50 | 90.00 | 135.00 | |
| Rodriquez, Zane | 2.50 | 110.00 | 275.00 | |
| Salinas, Abe | 1.50 | 285.00 | 427.50 | |
| 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 | 370.00 |
| | 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 | 285.00 | | |
| | Totals | 1.00 | | 285.00 | | |
| | Total Labor | | | | 285.00 | |
| | | | Total this Task | | \$285.00 | |

| ----- | | | |
|-------|-------|-----|--|
| Task | 00107 | GIS | |

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

K Friese & Associates, LLC

Invoice 2504047 Dated 5/9/2025

Friday, May 9, 2025

10:34:11 AM

| | | |
|---------|-----------|--|
| Project | KFA000764 | Rollingwood General Engineering Services |
|---------|-----------|--|

| | | |
|------|-------|---------------------|
| Task | 00100 | General Engineering |
|------|-------|---------------------|

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 stam | | | |
| 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 | | | | |
| Professional Personnel | | | | | | |
| | | | Hours | Rate | Amount | |
| 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 | | | | |
| Professional Personnel | | | | | | |
| | | | Hours | Rate | Amount | |
| 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 | | | | |
| Professional Personnel | | | | | | |
| | | | Hours | Rate | Amount | |
| 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 | | | | |
| Professional Personnel | | | | | | |
| | | | Hours | Rate | Amount | |
| 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 | 185.00 |
| Drainage question: Residential Project Inquiry. | | | | |
| Brandon, Bernard | 4/2/2025 | 1.00 | 185.00 | 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 |
| Rodriquez, Zane | 4/21/2025 | .75 | 110.00 | 82.50 |
| 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 | 46.25 |
| 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 | 55.00 |
| | 5 Michele acceptance letter | | | |
| Brandon, Bernard | 4/21/2025 | .50 | 185.00 | 92.50 |
| | 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 |