



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

Invoice Date 09/04/25
Invoice No. 2508038

KFA Project No.	Project Name:	Current Invoice Amount	Period Covered
0764	Rollingwood General Engineering Services	\$ 9,327.50	August 2025
	Total this Invoice	\$ 9,327.50	

Client: City of Rollingwood
Invoice No.: 2508038
Project Description: General Engineering Services
Project Reporting Period: July 26, 2025 to August 22, 2025
Project Manager: Maritza A. Almada, EIT

1. Site Development Plans (Drainage) and RSDP Review

a. Drainage Plan Reviews

[illegible]

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

2. Zoning Reviews for Site Development Plans

KFA Task No.	Project Address	Status	Date Returned
715	3206 Pickwick	Zoning Review 2 – Accepted	08/18/25
707	3019 Hatley	Zoning Review 3 – Accepted	08/18/25
738	2406 Rollingwood	Zoning Review 2 – Accepted	08/18/25
739	314 Pleasant	Zoning Review 2 – Accepted	08/18/25

3. Plat Reviews

KFA Task No.	Project Address	Status	Date Returned
858	300/302 Inwood	Plat Review – Accepted	08/12/25

4. Right-of-Way Reviews

KFA Task No.	Project Address	Status	Date Returned

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 in construction. Work in progress includes construction of storm drain on Almarion Way. Coordinating utility issue with geothermal wells inside of easement.	
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.	Work in progress includes routing of rock wall, mill and overlay of pavement, and landscaping. Substantial completion projected for 08/30/25.	
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 submitted contract amendment for updating rates for 2025.	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.	Submit Code Revisions Memo to the City.
MS4 Compliance	Coordination with City staff on compliance with the Storm Water Management Permit for the 2025 calendar year.	MS4 submitted 2/11/25. Re-submitted to TCEQ.	Got comments from TCEQ, resubmitted and awaiting signatory approval. Annual MS4 report was presented at City Council Meeting 08/20/2025.
Water Rights Application (LCRA)		Presented at council and resubmitted to LCRA.	
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.	

Task	Assignment Summary	Status	Next steps
Drainage Issue at Vale and Bettis	KFA is reviewing the drainage issue at Vale and Bettis and will provide recommendations for next steps.	In progress.	Meet with Rollingwood and provide drainage options.
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>	

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

September 4, 2025
Project No: KFA000764
Invoice No: 2508038

Alun Thomas
City of Rollingwood
403 Nixon
Rollingwood, TX 78746

Project KFA000764 Rollingwood General Engineering Services

Professional Services from July 26, 2025 to August 22, 2025

Task	00100	General Engineering		
Professional Personnel				
		Hours	Rate	Amount
Almada, Maritza		8.25	110.00	907.50
Brandon, Bernard		8.50	185.00	1,572.50
Martinez, Christy		.50	90.00	45.00
Salinas, Abe		1.00	285.00	285.00
	Totals	18.25		2,810.00
	Total Labor			2,810.00
Total this Task				\$2,810.00

Task	00101	Development Services		
Professional Personnel				
		Hours	Rate	Amount
Rodriguez, Zane		3.00	110.00	330.00
Totals		3.00		330.00
Total Labor				330.00
Total this Task				\$330.00

Task	00105	MS4				
Professional Personnel						
			Hours	Rate	Amount	
Almada, Maritza			13.00	110.00	1,430.00	
Salinas, Abe			1.00	285.00	285.00	
	Totals		14.00		1,715.00	
	Total Labor					1,715.00
Total this Task						\$1,715.00

Task	00106	Drainage				
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Professional Personnel

	Hours	Rate	Amount	
Salinas, Abe	1.50	285.00	427.50	
Totals	1.50		427.50	
Total Labor				427.50
Total this Task				\$427.50

Task 00107 GIS
Professional Personnel

	Hours	Rate	Amount	
Acosta, Shelby	6.50	125.00	812.50	
Stotts, Matthew	3.50	130.00	455.00	
Totals	10.00		1,267.50	
Total Labor				1,267.50
Total this Task				\$1,267.50

Task 00329 DR-304 Vale
Professional Personnel

	Hours	Rate	Amount	
Rooke, Andrew	4.50	210.00	945.00	
Totals	4.50		945.00	
Total Labor				945.00
Total this Task				\$945.00

Task 00426 DR - 3019 Hatley
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.75	110.00	82.50	
Brandon, Bernard	1.00	185.00	185.00	
Totals	1.75		267.50	
Total Labor				267.50
Total this Task				\$267.50

Task 00427 DR - 4911 Rollingwood
Professional Personnel

	Hours	Rate	Amount	
Martinez, Marlo	.25	90.00	22.50	
Totals	.25		22.50	
Total Labor				22.50
Total this Task				\$22.50

Task 00431 DR - 501 Riley
Professional Personnel

	Hours	Rate	Amount	
Almada, Maritza	.75	110.00	82.50	
Brandon, Bernard	.50	185.00	92.50	
Totals	1.25		175.00	
Total Labor				175.00
Total this Task				\$175.00

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
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Task	00434	3206 Pickwick Ln (Drainage)		
Professional Personnel				
		Hours	Rate	Amount
Almada, Maritza		1.75	110.00	192.50
Brandon, Bernard		1.00	185.00	185.00
Totals		2.75		377.50
Total Labor				377.50
			Total this Task	\$377.50
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Task	00459	314 Pleasant (Drainage)		
Professional Personnel				
		Hours	Rate	Amount
Almada, Maritza		.25	110.00	27.50
Totals		.25		27.50
Total Labor				27.50
			Total this Task	\$27.50
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Task	00707	ZR - 3019 Hatley		
Professional Personnel				
		Hours	Rate	Amount
Rodriquez, Zane		2.50	110.00	275.00
Totals		2.50		275.00
Total Labor				275.00
			Total this Task	\$275.00
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Task	00715	3206 Pickwick Ln (Zoning)		
Professional Personnel				
		Hours	Rate	Amount
Rodriquez, Zane		2.00	110.00	220.00
Totals		2.00		220.00
Total Labor				220.00
			Total this Task	\$220.00
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Task	00738	2406 Rollingwood (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
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Task	00739	314 Pleasant (Zoning)		
Professional Personnel				
		Hours	Rate	Amount
Rodriquez, Zane		2.00	110.00	220.00
Totals		2.00		220.00
Total Labor				220.00
			Total this Task	\$220.00
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Task	00858	300/302 Inwood (Plat)		

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
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Professional Personnel

	Hours	Rate	Amount	
Rodriquez, Zane	1.75	110.00	192.50	
Totals	1.75		192.50	
Total Labor				192.50
		Total this Task		\$192.50
		Total this Phase		\$9,327.50
		Total this Invoice		\$9,327.50

	Current	Prior	Total
Billings to Date	9,327.50	1,050,979.01	1,060,306.51

Billing Backup

Thursday, September 4, 2025

K Friese & Associates, LLC

Invoice 2508038 Dated 9/4/2025

12:42:54 PM

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	7/29/2025	1.50	110.00	165.00	
	Coordination w/Shelby, LIDAR request + exhibit				
Almada, Maritza	7/30/2025	1.50	110.00	165.00	
	Drainage Issue at Bettis and Vale				
	coordination w/Shelby + Andy				
Almada, Maritza	8/5/2025	1.00	110.00	110.00	
	Invoices and Progress Report				
Almada, Maritza	8/18/2025	1.00	110.00	110.00	
	getting access to MPN website & reviews				
Almada, Maritza	8/19/2025	1.00	110.00	110.00	
	monthly Review progress				
Almada, Maritza	8/20/2025	2.00	110.00	220.00	
	internal coordination & gathering documents to present				
	meeting w/Rollingwood for Vale + Bettis Drainage Issues				
Almada, Maritza	8/22/2025	.25	110.00	27.50	
	Subconsultant Agreement Coordination				
Brandon, Bernard	8/1/2025	2.50	185.00	462.50	
	Email correspondenc and internal coordination				
Brandon, Bernard	8/8/2025	2.00	185.00	370.00	
	Email correspondence and internal coordination				
Brandon, Bernard	8/15/2025	2.00	185.00	370.00	
	Email correspondence and internal corodination				
Brandon, Bernard	8/22/2025	2.00	185.00	370.00	
	Email correspondence and internal coordination				
Martinez, Christy	8/13/2025	.50	90.00	45.00	
	Monthly Billing				
Salinas, Abe	8/15/2025	.50	285.00	142.50	
	City coordination				
Salinas, Abe	8/19/2025	.50	285.00	142.50	
	Project administration				
	Totals	18.25		2,810.00	
	Total Labor				2,810.00
			Total this Task		\$2,810.00

Task	00101	Development Services
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Professional Personnel

		Hours	Rate	Amount
Rodriquez, Zane	7/28/2025	.75	110.00	82.50
	intake and organization of reviews for zoning and drainage			
Rodriquez, Zane	7/30/2025	.25	110.00	27.50
	intake and organization of reviews for zoning and drainage			
Rodriquez, Zane	7/31/2025	.25	110.00	27.50
	intake and organization of reviews for zoning and drainage			
Rodriquez, Zane	8/4/2025	.75	110.00	82.50
	intake and organization of permits for zoning and drainage			
Rodriquez, Zane	8/11/2025	.25	110.00	27.50
	zoning question			

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
Rodriguez, Zane	8/11/2025	.75	110.00	82.50
intake and organization of permits for zoning and drainage				
Totals		3.00		330.00
Total Labor				330.00
Total this Task				\$330.00

Task	00105	MS4		
Professional Personnel				
		Hours	Rate	Amount
Almada, Maritza	8/4/2025	3.00	110.00	330.00
MS4 coordination w/TCEQ				
upating yearly report and presentation				
Almada, Maritza	8/5/2025	2.00	110.00	220.00
MS4 coordination w/TCEQ				
upating yearly report and presentation				
Almada, Maritza	8/11/2025	4.00	110.00	440.00
MS4 Report + Presentation Preparation				
Almada, Maritza	8/12/2025	4.00	110.00	440.00
MS4 coordination w/Abe + resubmitting to TCEQ + coordinaiton				
w/Rollingwood team.				
Salinas, Abe	8/11/2025	1.00	285.00	285.00
MS4 Presentation updates				
Totals		14.00		1,715.00
Total Labor				1,715.00
Total this Task				\$1,715.00

Task	00106	Drainage		
Professional Personnel				
		Hours	Rate	Amount
Salinas, Abe	8/4/2025	.50	285.00	142.50
Advisement on Vale and Bettis drainage issue				
Salinas, Abe	8/20/2025	1.00	285.00	285.00
Vale/Bettis drainage discussion				
Totals		1.50		427.50
Total Labor				427.50
Total this Task				\$427.50

Task	00107	GIS		
Professional Personnel				
		Hours	Rate	Amount
Acosta, Shelby	7/29/2025	4.00	125.00	500.00
contours, exhibit, .aprx				
Acosta, Shelby	7/30/2025	2.50	125.00	312.50
contours, exhibit, .aprx				
Stotts, Matthew	7/31/2025	1.50	130.00	195.00
GIS edits/collection meeting with city staff, Water main update download				
Stotts, Matthew	8/12/2025	2.00	130.00	260.00
GIS updates deliverable to City				
Totals		10.00		1,267.50
Total Labor				1,267.50

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
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Total this Task \$1,267.50

Task 00329 DR-304 Vale

Professional Personnel

		Hours	Rate	Amount	
Rooke, Andrew	7/29/2025	1.00	210.00	210.00	
	Vale @ Bettis drainage issue, high level investigation				
Rooke, Andrew	7/31/2025	2.00	210.00	420.00	
	Vale @ Bettis drainage issue, high level investigation				
Rooke, Andrew	8/4/2025	.50	210.00	105.00	
	Bettis @ Vale, discussion w/Maritza				
Rooke, Andrew	8/5/2025	1.00	210.00	210.00	
	Bettis @ Vale, reviewing options w/Abe & Maritza				
	Totals	4.50		945.00	
	Total Labor				945.00

Total this Task \$945.00

Task 00426 DR - 3019 Hatley

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	8/4/2025	.75	110.00	82.50	
	Drainage Review 2				
Brandon, Bernard	8/1/2025	.50	185.00	92.50	
	Task 426 3019 Hatley Drainage Revision 2 QC				
Brandon, Bernard	8/8/2025	.50	185.00	92.50	
	Task 426 3019 Hatley Drainage Revision 3 QC and Acceptance Letter				
	Totals	1.75		267.50	
	Total Labor				267.50

Total this Task \$267.50

Task 00427 DR - 4911 Rollingwood

Professional Personnel

		Hours	Rate	Amount	
Martinez, Marlo	7/29/2025	.25	90.00	22.50	
	rate updates				
	Totals	.25		22.50	
	Total Labor				22.50

Total this Task \$22.50

Task 00431 DR - 501 Riley

Professional Personnel

		Hours	Rate	Amount	
Almada, Maritza	8/4/2025	.75	110.00	82.50	
	Drainage Review 3				

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
Brandon, Bernard	8/6/2025	.50	185.00	92.50
Task 431 501 Riley Drainage Revision 1 Review 2 QC and Acceptance Letter				
Totals		1.25		175.00
Total Labor				175.00
Total this Task				\$175.00

Task	00434	3206 Pickwick Ln (Drainage)			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza	7/29/2025		1.00	110.00	110.00
434 - 3206 Pickwick Lane - New Res Review 2					
Almada, Maritza	8/11/2025		.75	110.00	82.50
3206 Pickwick Drainage Review 3					
Brandon, Bernard	8/1/2025		.50	185.00	92.50
Task 434 3206 Pickwick Ln Drainage Revision 2 QC					
Brandon, Bernard	8/15/2025		.50	185.00	92.50
Task 434 3206 Pickwick Ln Drainage Revision 3 QC and Acceptance Letter					
Totals			2.75		377.50
Total Labor					377.50
Total this Task				\$377.50	

Task	00459	314 Pleasant (Drainage)			
Professional Personnel					
			Hours	Rate	Amount
Almada, Maritza	8/11/2025		.25	110.00	27.50
coordination w/team + intake forms					
Totals			.25		27.50
Total Labor					27.50
Total this Task				\$27.50	

Task	00707	ZR - 3019 Hatley			
Professional Personnel					
			Hours	Rate	Amount
Rodriquez, Zane	8/1/2025		.50	110.00	55.00
acceptance letter					
Rodriquez, Zane	8/4/2025		2.00	110.00	220.00
review					
Totals			2.50		275.00
Total Labor					275.00
Total this Task				\$275.00	

Task	00715	3206 Pickwick Ln (Zoning)			
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Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
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Professional Personnel

			Hours	Rate	Amount	
Rodriquez, Zane	7/29/2025		1.25	110.00	137.50	
Review						
Rodriquez, Zane	8/11/2025		.75	110.00	82.50	
Review						
Totals			2.00		220.00	
Total Labor						220.00
				Total this Task		\$220.00

Task 00738 2406 Rollingwood (Zoning)

Professional Personnel

			Hours	Rate	Amount	
Rodriquez, Zane	8/12/2025		.50	110.00	55.00	
review questions						
Totals			.50		55.00	
Total Labor						55.00
				Total this Task		\$55.00

Task 00739 314 Pleasant (Zoning)

Professional Personnel

			Hours	Rate	Amount	
Rodriquez, Zane	8/1/2025		.75	110.00	82.50	
commment question response						
Rodriquez, Zane	8/11/2025		1.25	110.00	137.50	
Review						
Totals			2.00		220.00	
Total Labor						220.00
				Total this Task		\$220.00

Task 00858 300/302 Inwood (Plat)

Professional Personnel

			Hours	Rate	Amount	
Rodriquez, Zane	7/30/2025		1.00	110.00	110.00	
Review						
Rodriquez, Zane	7/31/2025		.25	110.00	27.50	
Review						
Rodriquez, Zane	8/12/2025		.50	110.00	55.00	
acceptanceletter revisions						
Totals			1.75		192.50	
Total Labor						192.50
				Total this Task		\$192.50
				Total this Phase		\$9,327.50

Project	KFA000764	Rollingwood General Engineering Services	Invoice	2508038
Total this Project				\$9,327.50
Total this Report				\$9,327.50