



PO# 135939 BH

REC 424922

10/24/17

Line 1
and Line 2

September 22, 2017

Project No: 10.001159.0000

Invoice No: 0275895

Jillian Peterson
Fort Bend County
301 Jackson Street
Richmond, TX 77469

Project 10.001159.0000 Westpark FM 1093 Phase 2 PO#135939

TOTAL CONTRACT AMOUNT: \$711,535.00 ✓

AMOUNT INVOICED TO DATE: \$567,948.72

REMAINING FUNDS AVAILABLE: \$143,586.28 ✓

Professional Services from August 26, 2017 to September 22, 2017

Professional Personnel

	Quantity	Rate	Amount
Documents Manager			
Rickelman, Mintra	7.0	80.00	560.00
Documents Specialist			
Byington, Michele	8.5	65.00	552.50
George, Kathy	2.0	65.00	130.00
Kimbrell, Jennifer	9.0	65.00	585.00
Project Manager			
Kaplan, Arlene	12.0	85.00	1,020.00
Miller, Rhia	7.0	85.00	595.00
Right of Way Agent (1-5 Years)			
Suzyette Romoser	16.0	65.00	1,040.00
Total Labor			4,482.50

Reimbursable Expenses

Copies	20.10	✓
Postage	12.25	✓
Total Reimbursables	32.35	32.35

Total this Invoice **\$4,514.85**

XXX

10/24/17
OK
[Signature]

PERCHERON INVOICE DETAIL

Billing Period from August 26, 2017 to September 22, 2017

Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Total
Miller, Rhia																
9/19/2017	3.000	85.00	255.00													255.00
Work Detail	Rhia Miller: Worked with agent on files to be turned over to FBC to TxDOT audit.															
9/20/2017	3.000	85.00	255.00													255.00
Work Detail	Rhia Miller: Worked on files to be turned over to FBC to TxDOT audit. Started copying files to C:															
9/21/2017	1.000	85.00	85.00													85.00
Work Detail	Rhia Miller: P425 - Continued work on file for closure; email to agent re: clarifications to negotiation logs.															
Total Miller, Rhia:	7.000		595.00													595.00
Kimbrell, Jennifer																
9/1/2017	1.000	65.00	65.00													65.00
Work Detail	9/1 Weekly team meeting															
9/5/2017	2.000	65.00	130.00													130.00
Work Detail	9/5 Weekly team meeting															
9/6/2017	1.000	65.00	65.00													65.00
Work Detail	9/6 FOL P423															
9/7/2017	1.000	65.00	65.00													65.00
Work Detail	9/7 Finish FOI P423 and mail out															
9/12/2017	2.000	65.00	130.00													130.00
Work Detail	9/12 Weekly team meeting															
9/19/2017	2.000	65.00	130.00													130.00
Work Detail	9/19 Weekly team meeting															
Total Kimbrell, Jennifer:	9.000		585.00													585.00
Byington, Michele																
9/5/2017	2.000	65.00	130.00													130.00
Work Detail	Status meeting discussing all projects Discuss with Mintra legal options moving forward for P423 re interest owner George Hackett.															
9/7/2017	1.000	65.00	65.00													65.00
Work Detail	Review IOL for P423 to be sent to landowner															
9/11/2017	1.000	65.00	65.00													65.00
Work Detail	Complete P416's folder for ED.															
9/12/2017	2.000	65.00	130.00													130.00
Work Detail	P406 - Call Lennar, Central Bank, Trendmaker requesting a partial release of lien. Status meeting on all parcels. Discuss curative issues with Joe Cox re P416															
9/14/2017	1.000	65.00	65.00													65.00
Work Detail	Call and email documents to Trendmaker, Central Bank, and Lennar re Release of Lien for P406															
9/19/2017	1.500	65.00	97.50													97.50
Work Detail	For P406 - correspond with Central Bank re release. Call with Suzy re Release. Status meeting re all parcels.															
Total Byington, Michele:	8.500		552.50													552.50
Rickelman, Mintra																
9/12/2017	2.000	80.00	160.00													160.00
Work Detail	9.12.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - obtaining releases for P406 per Joe Cox's instructions, project meeting															
9/7/2017	2.000	80.00	160.00													160.00
Work Detail	9.7.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - P406/P409 lender followup and discussion with Joe Cox															
9/21/2017	3.000	80.00	240.00													240.00
Work Detail	9.21.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - followed up with all lenders, Barron & Adler, and Charles McFarland on outstanding issues on P406 and P409.															
Total Rickelman, Mintra:	7.000		560.00													560.00
George, Kathy																
9/5/2017	1.000	65.00	65.00													65.00
Work Detail	9/05/2017 - Attended weekly team meeting; scanned CMR's (30 day letters) parcels 405, 506 and 507; provided the green cards to the agent.															
9/19/2017	1.000	65.00	65.00													65.00
Work Detail	9/19/2017 - Request from Michelle to prepare a FedEx package to Stewart Title for parcel 406.															
Total George, Kathy:	2.000		130.00													130.00

Project	10.001159.0000		FBC-Westpark FM 1093 Phase 2 PO#135939								Invoice		0275895			
Billing Period from August 26, 2017 to September 22, 2017																
Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Total
Kaplan, Arlene																
9/1/2017	2.000	85.00	170.00													170.00
Work Detail	Arlene kaplan: Checked with property owners for closing status.															
9/5/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Rode projects to determine condition post hurricane															
9/8/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Connected with property owners for closing docs, etc.															
9/11/2017	2.000	85.00	170.00													170.00
Work Detail	Arlene Kaplan: Working with property owners to bring more to closing.															
9/12/2017	2.000	85.00	170.00													170.00
Work Detail	Arlene Kaplan: Rhia and I rode project and picked up documents; delivered files to Legal															
9/18/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: 1 Contacted banks and property owners to get parcel documentation for closing															
9/19/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Team meeting for FBC Projects															
9/20/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Calls and emails to arrange to pick up documents if necessary															
9/22/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Emails and calls to Ginter family. Advised that if I didn't have documents by Monday, file will go to legal.															
Total Kaplan, Arlene:	12.000		1,020.00													1,020.00
Romoser, Suzyette																
9/6/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Calls to property owners with outstanding closings; paperwork; partial releases and other administrative duties.															
9/11/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Assisted P406 w/partial release & corporate documents to title company; confirmed delivery of closing documents to Stewart Title for P418, P419 & P420. Other administrative duties.															
9/13/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Assited Stewart Title w/release of lien documents for P418, P419 & P420; P501 closing documents being resigned; other administrative duties.															
9/14/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Prepared files for closure and submittal to FBC; other administrative duties.															
9/18/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Assisting title company with partial releases; updated files; logs; other administrative duties.															
9/20/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Assisting property owners w/closing paperwork; other administrative duties.															
Total Romoser, Suzyette:	16.000		1,040.00													1,040.00
Expenses, General																
9/1/2017													12.25		12.25	12.25
Total Expenses, General:													12.25		12.25	12.25
KATY CC PFS 08.26 to 09.08.2017																
9/8/2017												13.50			13.50	13.50
Total KATY CC PFS 08.26 to 09.08.2017:												13.50			13.50	13.50
KATY CC PFS 09.09 - 09.22.2017																
9/22/2017												6.60			6.60	6.60
Total KATY CC PFS 09.09 - 09.22.2017:												6.60			6.60	6.60
Invoice Total	61.500		4,482.50									20.10	12.25		32.35	4,514.85

STAMPS.COM Westpark Ph 2 / Ft. Bend County

STAMPS.COM

Print Date	Cost	Recipient	Status	Carrier	Class Service	Cost Code
9/7/2017	\$12.25	Certified RRR	Printed	USPS	First Class (R)	Ft. Bend County

TOTAL \$12.25

GP 5994

Description of Charge Postage
Client Ft. Bend County
Project Westpark Ph 2
Phase Task
Amount to Pay cc APPROVAL :
Amount to Bill \$12.25

Katy Office

Copy Count Billing Period 8/26-9/08-2017

Shared Account Parent Name	Shared Account Parent Code	Job Type	Color Pages	Grayscale Pages	Total Printed Pages	TOTAL
FM 1093 West Park Ph2	10.001159.0000	PRINT	90	0	90	\$13.50

Katy Office

Copy Count Billing Period 9/9-9/22-2017

Shared Account Parent Name	Shared Account Parent Code	Job Type	Color Pages	Grayscale Pages	Total Pages	Cost per Page	TOTAL COST
FM 1093 West Park Ph2	10.001159.0000	PRINT	0	44	44	\$ 0.15	\$ 6.60