

PO# 135939 BH
 rec 428226 11/21/17



October 20, 2017
 Project No: 10.001159.0000
 Invoice No: 0276970

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: \$581,904.13
 REMAINING FUNDS AVAILABLE: \$129,630.87 ✓

Professional Services from September 23, 2017 to October 20, 2017

Professional Personnel

	Quantity	Rate	Amount
Documents Manager			
Rickelman, Mintra	4.0	80.00	320.00
Documents Specialist			
Byington, Michele	1.5	65.00	97.50
Cervantes, Aleyna	41.0	65.00	2,665.00
George, Kathy	5.0	65.00	325.00
Kimbrell, Jennifer	22.0	65.00	1,430.00
Project Manager			
Kaplan, Arlene	8.0	85.00	680.00
Miller, Rhia	9.0	85.00	765.00
Right of Way Agent (1-5 Years)			
Suzyette Romoser	30.0	65.00	1,950.00
Sr. Right of Way Agent			
Paul Quinn	12.0	75.00	900.00
Total Labor			9,132.50

Reimbursable Expenses

Mileage	211.34
Copies	175.35 ✓
Postage	278.48 ✓
Other Expenses	4,157.74 ✓
Total Reimbursables	4,822.91 4,822.91

Project	10.001159.0000	FBC-Westpark FM 1093 Phase 2 PO#135939	Invoice	0276970
			Total this Invoice	\$13,955.41

ok to pay
HW
11/21/17

PERCHERON INVOICE DETAIL

Billing Period from September 23, 2017 to October 20, 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																
9/25/2017	3.000	85.00	255.00													255.00
Work Detail	FBC Meeting.															
9/27/2017	2.000	85.00	170.00													170.00
Work Detail	Rhia Miller: FBC Meeting. P423 - Delivered payment package to FBC.															
10/11/2017	1.000	85.00	85.00													85.00
Work Detail	Rhia Miller: P424 - Started work on file for closure															
10/12/2017	2.000	85.00	170.00													170.00
Work Detail	Rhia Miller: Discussion of status of parcels needing closure. P406: Spoke with title company re: Warranty Deed and title company re: Parts 1, 2, & 3.															
10/13/2017	1.000	85.00	85.00													85.00
Work Detail	Rhia Miller: P406 - Spoke to FBC Legal re: parcel closing; printed deed and surveys (Parts 1, 2, & 3) and sent to property owner's attorney and CFO. Asked title company to run title on Parts 1, 2, & 3.															
Total Miller, Rhia:	9.000		765.00													765.00
Cervantes, Aleya																
10/4/2017	5.000	65.00	325.00													325.00
Work Detail	10/4/17-Aleya Cervantes-Westpark-Made payment package for P423, scanned signed deed and docs, discussed with Suzy on what needs to go into Mr. Hacketts package. Sent to team for approval.															
10/9/2017	7.000	65.00	455.00													455.00
Work Detail	10/9/17-Aleya Cervantes-Fedex'd acceptance letter to Mr. Hackett. Made relocation letters for clients, and printed out relocation brochures. Ordered envelopes for the mail out															
10/10/2017	4.000	65.00	260.00													260.00
Work Detail	10/10/17-Aleya Cervantes-Westpark-Checked relocation letters for mistakes. Started folding brochures.															
10/11/2017	7.000	65.00	455.00													455.00
Work Detail	10/11/17-Aleya Cervantes- Printed relocation letters non-certified and certified letters, made labels and mail merged excel spreadsheet. Went to Kinco's to staple brochures and Office depot with Suzy to get envelopes.															
10/12/2017	7.000	65.00	455.00													455.00
Work Detail	10/12/17-Aleya Cervantes- Stuffed relocaiton certified and non certified letters, stamped and mailed out.															
10/13/2017	1.000	65.00	65.00													65.00
Work Detail	10/13/17-Aleya Cervantes- Updated the excel spreadsheet for the reloaction letters.															
10/18/2017	2.000	65.00	130.00													130.00
Work Detail	10/18/17-Aleya Cervantes- Went to Fortbend with Jennifer.															
10/19/2017	4.000	65.00	260.00													260.00
Work Detail	10/19/17-Aleya Cervantes-FBC- Went to fortbend to get deeds recorded.															
10/20/2017	4.000	65.00	260.00													260.00
Work Detail	10/20/17-Aleya Cervantes-Organized the cm receipts in their corresponding file. Responded to emails.															
Total Cervantes, Aleya:	41.000		2,665.00													2,665.00
Kimbrell, Jennifer																
10/17/2017	3.000	65.00	195.00													195.00
Work Detail	10/17 Weekly team meeting															
10/18/2017	2.000	65.00	130.00	42.00	22.47									22.47		152.47
Work Detail	10/18 To Fort Bend County in Richmond															
10/19/2017	4.000	65.00	260.00	34.00	18.19									18.19		278.19
Work Detail	10/20 To Fort Bend County Annex x 2 to record deed for 414 and 406															
10/20/2017	1.000	65.00	65.00													65.00
Work Detail	10/20 Scan green cards															
9/26/2017	2.000	65.00	130.00													130.00
Work Detail	9/26 Weekly team meeting															
9/27/2017	1.000	65.00	65.00													65.00
Work Detail	9/27 Update and print payment package for P423 for delivery to FBC															
10/3/2017	3.000	65.00	195.00													195.00
Work Detail	10/3 Weekly team meeting															
10/9/2017	2.000	65.00	130.00													130.00
Work Detail	10/9 30-day for P501 and relocation letters for P409															
10/11/2017	2.000	65.00	130.00													130.00
Work Detail	10/11 Assist with relocation letters for P409															

Billing Period from September 23, 2017 to October 20, 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
Kimbrell, Jennifer																
10/12/2017	2.000	65.00	130.00													130.00
Work Detail	10/12 Prepared relocation letters for mail out.															
Total Kimbrell, Jennifer:	22.000		1,430.00	76.00	40.66										40.66	1,470.66
Byington, Michele																
9/25/2017	1.000	65.00	65.00													65.00
Work Detail	Update Arlene on parcels 406, 416, 423, and 424															
9/26/2017	.500	65.00	32.50													32.50
Work Detail	Status meeting on all projects															
Total Byington, Michele:	1.500		97.50													97.50
Rickelman, Mintra																
9/26/2017	2.000	80.00	160.00													160.00
Work Detail	9.26.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - assisting County Attorney's Office with title curative issues on P406/P409															
10/17/2017	2.000	80.00	160.00													160.00
Work Detail	10.17.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - title curative documents on P416, P408 closing															
Total Rickelman, Mintra:	4.000		320.00													320.00
George, Kathy																
10/4/2017	2.000	65.00	130.00													130.00
Work Detail	10.04.2017 - Approval given to mail out the 30 day letter for parcel 418.															
10/12/2017	2.000	65.00	130.00													130.00
Work Detail	10.12.2017 - Assisted in Relocation mailout.															
10/13/2017	1.000	65.00	65.00	34.00	18.19										18.19	83.19
Work Detail	10.13.2017 - Drove to Ft. Bend County to file parcel 414 Warranty Deed.															
Total George, Kathy:	5.000		325.00	34.00	18.19										18.19	343.19
Kaplan, Arlene																
9/25/2017	1.000	85.00	85.00	34.00	18.19										18.19	103.19
Work Detail	Arlene Kaplan: Contacted banks and property owners to get parcel documentation for closing															
9/26/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Team meeting for FBC Projects															
10/2/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Worked through some closing issues; prepared for team meeting; answered emails and calls;															
10/3/2017	2.000	85.00	170.00													170.00
Work Detail	Arlene Kaplan: Finalizing documents for closings with agents; talked to property owners about closing.															
10/6/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Checking on Closings and status of parcels.															
10/9/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Rounded up information and moved forward with the four remaining parcels to get to closing															
10/11/2017	1.000	85.00	85.00													85.00
Work Detail	Arlene Kaplan: Worked with Michele to get documents we needed for closing															
Total Kaplan, Arlene:	8.000		680.00	34.00	18.19										18.19	698.19
Romoser, Suzyette																
9/27/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Provided Stewart Title Co closing documents and check for P424; confirmed closing on P418 & partial release issues; updated files and logs; other administrative duties.															
10/5/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Closed P501; preparing 30 Day Vacant Notice; other administrative duties.															
10/6/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Updated closed files for review and submittal to FBC; other administrative duties.															
10/9/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Prepared and sent 30-Day Vacate Notice for P501; other administrative duties.															
10/11/2017	6.000	65.00	390.00											32.74	32.74	422.74
Work Detail	Suzy Romoser - Reviewed relocation letters for locker owners for P409; purchased envelopes to mail relocation eligibility letters; printed additional materials and binded; other administrative duties.															

Project	10.001159.0000	FBC-Westpark FM 1093 Phase 2 PO#135939							Invoice	0276970						
Billing Period from September 23, 2017 to October 20, 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
Romoser, Suzyette																
10/13/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Prepared closed files for review & submittal to FBC; other administrative duties.															
10/16/2017	2.000	65.00	130.00													130.00
Work Detail	Suzy Romoser - Prepared revised counteroffer for P25 submitted for review & cons															
10/17/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Weekly staff meeting to discuss outstanding parcels, offers pendi															
10/19/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Assisted title company with outstanding items for parcels needing to close; other administrative duties.															
10/5/2017													6.65		6.65	6.65
Total Romoser, Suzyette:	30.000		1,950.00										6.65	32.74	39.39	1,989.39
Quinn, Paul																
10/3/2017				109.00	58.32											58.32
9/27/2017	4.000	75.00	300.00	61.00	32.64											332.64
Work Detail	9/27/2017 - FBC - Westpark Extention Phase 2 - P414 - Met with Property owner to pick up closing documents and deliver to Stewart Title.															
10/4/2017	4.000	75.00	300.00													300.00
Work Detail	10/4/2017 - FBC - Westpark Extention Phase 2 - P501 - Drove to the Enterprise office to pick up closing documents and deliver to Stewart Title.															
10/10/2017	4.000	75.00	300.00	81.00	43.34											343.34
Work Detail	10/10/2017 - FBC - Westpark Extention Phase 2 - P504 - Drove to the office of the property owner to pick up executed deed and deliver to the Percheron Offices.															
Total Quinn, Paul:	12.000		900.00	251.00	134.30											1,034.30
Expenses, General																
9/29/2017													26.76		26.76	26.76
10/10/2017													245.07		245.07	245.07
Total Expenses, General:													271.83		271.83	271.83
JLL Valuation & Advisory Services, LLC																
10/10/2017														4,125.00	4,125.00	4,125.00
AP Detail	Subcontractor Services Ft. Bend Parcel 403															
Total JLL Valuation & Advisory Services, LLC:														4,125.00	4,125.00	4,125.00
KTY Copy Count PFS 10.07 to 10.20.2017																
10/20/2017												171.45			171.45	171.45
Total KTY Copy Count PFS 10.07 to 10.20.2017:												171.45			171.45	171.45
PFS KATY CC 09.23 to 10.06.2017																
10/10/2017													3.90		3.90	3.90
Total PFS KATY CC 09.23 to 10.06.2017:													3.90		3.90	3.90
Invoice Total	132.500		9,132.50	395.00	211.34							175.35	278.48	4,157.74	4,822.91	13,955.41



October 11, 2017 14:16 Page: 1
 Receipt #: 2117710536
 MasterCard #: XXXXXXXXXXXXX7123
 2017/10/11 14:07

Qty	Description	Amount
6	ES Color S/S LTR	3.90
72	ES B&W S/S White 8.5 x11	9.36
SubTotal		13.26
Taxes		1.09
Total		14.35

The Cardholder agrees to pay the Issuer of the charge card in accordance with the agreement between the issuer and the Cardholder.

FedEx Office Print & Ship Centers

430 Mason Road
 Katy, TX 77450
 (281) 395-0077
 www.FedExOffice.com

Tell us how we're doing and receive \$5 off your next \$30 print order
 fedex.com/welisten or 1-800-398-0242
 Offer Code: _____ Offer expires 12/31/2017

Get your message out in a big way with everything from full-color banners to photo-quality posters, yard signs, auto magnets and more.

Please Recycle This Receipt

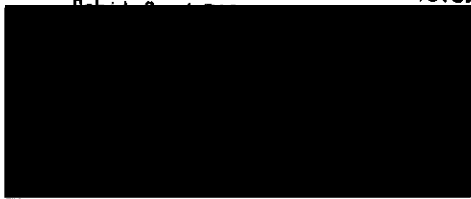
**Office DEPOT
 OfficeMax[®]**

Katy - (281) 676-6025
 10/11/2017 2:48 PM



27TT3A9P5335644WJ

SALE 3322-1-8744-882160-17.7.2
 330744 ENVLP, CLSP, 6X9 16.99 SS
 Subtotal: 16.99
 Sales Tax: 1.40
 Total: 18.39



SUZYETTE ROMOSER 1916709834
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=====
 SILVER LAKE
 2700 CULLEN BLVD
 PEARLAND
 TX
 77584-9998
 4868911584
 09/28/2017 (800)275-8777 1:12 PM
 =====

Product Description	Sale Qty	Final Price
PM 1-Day Flat Rate Env (Domestic) (SUGAR LAND, TX 77478) (Flat Rate) (Expected Delivery Day) (Friday 09/29/2017) (USPS Tracking #) (9505 5124 2367 7271 2481 10)	1	\$6.65
Insurance (Up to \$50.00 included)	1	\$0.00

Total \$6.65

Credit Card Remitd \$6.65
 (Card Name:MasterCard)
 (Account #:XXXXXXXXXX8494)
 (Approval #:385643)
 (Transaction #:998)

Includes up to \$50 insurance
 In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.
 Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

Save this receipt as evidence of insurance. For information on filing an insurance claim go to <https://www.usps.com/help/claims.htm>.

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GPS994

STAMPS.COM

West Park Ph 2 / Ft. Bend County

Date	Cost	Credit	Balance	Type
10/5/2017	\$6.56	\$0.00	\$127.87	Print
10/5/2017	\$6.56	\$0.00	\$134.43	Print
10/4/2017	\$6.56			
9/28/2017	\$7.08			
TOTAL	\$26.76			

Description of Charge postage
Client Ft. Bend County
Project West Park Ph 2
Phase _____ Task _____
Amount to Pay CC APPROVAL :
Amount to Bill \$26.76

6P5994

STAMPS.COM West Park Ph 2 / Ft. Bend County

Date	Cost	Credit	Balance	Type
10/12/2017	\$6.98	\$0.00	\$233.01	Print
10/12/2017	\$6.98	\$0.00	\$239.99	Print
10/12/2017	\$6.77	\$0.00	\$246.97	Print
10/12/2017	\$6.77	\$0.00	\$253.74	Print
10/12/2017	\$6.77	\$0.00	\$260.51	Print
10/12/2017	\$6.77	\$0.00	\$267.28	Print
10/12/2017	\$6.77	\$0.00	\$274.05	Print
10/12/2017	\$6.77	\$0.00	\$280.82	Print
10/12/2017	\$6.77	\$0.00	\$287.59	Print
10/12/2017	\$6.77	\$0.00	\$294.36	Print
10/12/2017	\$6.77	\$0.00	\$301.13	Print
10/12/2017	\$6.77	\$0.00	\$307.90	Print
10/12/2017	\$6.77	\$0.00	\$314.67	Print
10/12/2017	\$6.77	\$0.00	\$321.44	Print
10/12/2017	\$6.77	\$0.00	\$328.21	Print
10/12/2017	\$6.77	\$0.00	\$334.98	Print
10/12/2017	\$6.77	\$0.00	\$341.75	Print
10/12/2017	\$6.77	\$0.00	\$348.52	Print
10/12/2017	\$6.77	\$0.00	\$355.29	Print
10/12/2017	\$6.77	\$0.00	\$362.06	Print
10/12/2017	\$6.77	\$0.00	\$368.83	Print
10/12/2017	\$6.77	\$0.00	\$375.60	Print
10/12/2017	\$6.77	\$0.00	\$382.37	Print
10/12/2017	\$6.77	\$0.00	\$389.14	Print
10/12/2017	\$6.77	\$0.00	\$395.91	Print
10/12/2017	\$6.77	\$0.00	\$402.68	Print
10/12/2017	\$6.77	\$0.00	\$409.45	Print
10/12/2017	\$6.77	\$0.00	\$416.22	Print
10/12/2017	\$6.77	\$0.00	\$422.99	Print
10/12/2017	\$6.77	\$0.00	\$429.76	Print
10/12/2017	\$6.77	\$0.00	\$436.53	Print
10/12/2017	\$0.46	\$0.00	\$443.30	Print
10/12/2017	\$0.46	\$0.00	\$443.76	Print
10/12/2017	\$0.46	\$0.00	\$444.22	Print
10/12/2017	\$0.46	\$0.00	\$444.68	Print
10/12/2017	\$0.46	\$0.00	\$445.14	Print
10/12/2017	\$0.46	\$0.00	\$445.60	Print
10/12/2017	\$0.46	\$0.00	\$446.06	Print
10/12/2017	\$0.46	\$0.00	\$446.52	Print
10/12/2017	\$0.46	\$0.00	\$446.98	Print
10/12/2017	\$0.46	\$0.00	\$447.44	Print
10/12/2017	\$0.46	\$0.00	\$447.90	Print
10/12/2017	\$0.46	\$0.00	\$448.36	Print

Description of Charge postage
Client Ft Bend County
Project West Park Ph 2
Phase _____ Task _____
Amount to Pay CC APPROVAL :
Amount to Bill \$245.07

10/12/2017	\$0.46	\$0.00	\$448.82	Print
10/12/2017	\$0.46	\$0.00	\$449.28	Print
10/12/2017	\$0.46	\$0.00	\$449.74	Print
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/12/2017	\$6.98			
10/12/2017	\$6.98			
10/12/2017	\$0.46			
10/12/2017	\$0.46			
10/10/2017	\$6.56			
TOTAL	\$245.07			



5511
5110

PWP

RECEIVED OCT 09 2017

JLL Valuation & Advisory Services
200 East Randolph Drive
Chicago IL 60601
United States

FORT BEND COUNTY
C/O PERCHERON ACQUISITIONS, LLC
1904 West Grand Parkway North, Suite 200
Katy TX 77449
United States

Ms. Ana Rausch

Invoice Number: US979-VAS-007359

Invoice Date: 06-OCT-2017

Payment Terms: 30 DAYS

Customer ID: [REDACTED]
Contract Number: [REDACTED]
Project Number: 1701-2016-1210
Project Name: Parcel 403

INVOICE

Amount (USD)

Appraisal Contact: Michael Welch

FM 1093 - Parcel 403
Special Commissioners Hearing

Review File/Appraisal Report(s):	2.00	Hours
Re-inspect Subject Property and Comparables:	1.00	Hours
Prepare Hearing Handout/Exhibits:	2.00	Hours
Research Access:	1.50	Hours
Prepare with Attorney:	2.00	Hours
Prepare for Hearing:	3.00	Hours
Attend/Testify at Hearing:	5.00	Hours
Total Hours:	16.50	Hours @ \$250/Hour=\$4,125.00

Description of Charge appraisal
Client Ft. Bend County
Project Westpark 1093-Ph2
Phase _____ Task _____
Amount to Pay \$ 4,125.00 APPROVAL:
Amount to Bill \$ 4,125.00 *5sk 10/10/17*

Total Amount Due: \$ 4,125.00

Remittance Advice

Please include this stub with your payment

Please make check payable to:
JLL Valuation & Advisory Services
Note: Indicate the invoice number on the check as a reference

Invoice Number: US979-VAS-007359
Customer ID: [REDACTED]
Contract Number: [REDACTED]
Project Number: 1701-2016-1210
Project Name: Parcel 403

Mail Check To:
Name of Bank: BMO Harris Bank N.A.
Address: Valuation & Services LLC
PO Box 71893 Chicago Illinois 60694
United States

Wire Fund To:
Account Name:
Account Number:
ABA#: [REDACTED]

Debbie Norman

From: Arlene Kaplan
Sent: Friday, October 06, 2017 3:28 PM
To: Debbie Norman
Cc: Ana Rausch
Subject: FW: Invoice - FM 1093 - Parcel 403
Attachments: 16-1210 US979-VAS-007359.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi, Debbie

Would kindly start the process for payment for the attached invoice. It is from the FBC Westpark 1093 – Phase 2, P403 Special Commissioners' Hearing for this parcel.

If you need anything more, let me know.

Thank you!

Arlene

Arlene Kaplan, RWRAC
Project & Relocation Manager | Percheron Field Services
o. 281-907-6910 | c. 817-821-9152
Arlene.Kaplan@percheronllc.com
www.percheronllc.com

From: Penaflor, Monica [mailto:Monica.Penaflor@am.jll.com]
Sent: Friday, October 6, 2017 2:09 PM
To: Ana Rausch <ana.rausch@percheronllc.com>
Cc: Arlene Kaplan <arlene.kaplan@percheronllc.com>
Subject: Invoice - FM 1093 - Parcel 403

Ladies,

Please find attached our invoice for the above referenced hearing.

Regards,
Monica

Monica Peñaflor
Administrative Assistant
JLL Valuation & Advisory Services, LLC
5 Riverway, Suite 200
Houston, Texas 77056
tel +1 713 243 3382
main +1 713 243 3300
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Katy Office

Copy Count Billing Period 10/7-10/20-2017

Shared Account Parent Name	Shared Account Parent Code	Job Type	Color Pages	Grayscale Pages	Total Printed Pages		Total Cost
FM 1093 West Park Ph2	10.001159.0000	PRINT	321	27	348	0.15	52.2
FM 1093 West Park Ph2	10.001159.0000	COPY	46	749	795	0.15	119.25
						TOTAL:	171.45

Katy Office

Copy Count Billing Period

Shared Account Parent Name	Shared Account Parent Code	Shared Acc	Shared Acc	Job Type	Color Page	Grayscale P	Total Print	Cost each	Total cost
FM 1093 West Park Ph2	10.001159.0000			PRINT	26	0	26	0.15	3.90