



October 18, 2010

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Barbara R. Sloan, President *BRS*  
**SUBJECT:** Attorney Invoice - Andrews, Crabtree, Knox & Andrews, LLP.

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### Item Description:

Request for approval to pay the Board's attorney.

### Overview:

On a monthly basis, the Board's attorney submits an invoice for services provided.

### Salient Facts:

The College's attorney is hired by the Board under the authority of Section 1001.64(25), Florida Statutes, and for this reason invoices are brought for approval.

### Past Actions:

Attorney fees and expenses charged in fiscal year 2010-2011, through 9/30/2010 total \$26,006.35.

### Future Actions:

Monthly Invoices will be presented as they are submitted by the attorney.

### Funding/Financial Matters:

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$11,175.00.

### Staff Resource:

Teresa Smith

### Recommended Action:

Authorize payment of invoices as presented.

# ANDREWS, CRABTREE, KNOX & ANDREWS, LLP

P.O. BOX 12800  
TALLAHASSEE, FL 32317  
TAX ID #59-3621660

October 4, 2010

Jerry Schilling  
Assistant Vice President for Administrative Services  
Tallahassee Community College  
444 Appleyard Drive  
Tallahassee, FL 32304

Invoice# 9450 WRM  
Our file# T00007 02276  
Billing through 09/30/2010

Tallahassee Community College (General)

## FOR PROFESSIONAL SERVICES RENDERED

09/01/2010	WT	Open file, run conflicts check on Blakeney v. TCC;	0.40 hrs.	20.00
09/01/2010	WRM	Telephone conferences (4) with P. Walborsky re: inquiry about former employee (.7); Receipt and review of e-mail from D. Wilson re: political activity (.1); Telephone conferences (2) with J. Schilling re: inquiry about former employee (.2); Review former employee file re: inquiry (.3); Receipt and review of e-mail from T. Gray re: M.U. whistleblower case (.1); Telephone conference with B. Sloan re: suspended employee (.1); Telephone conference with R. Tolson re: suspended employee (.2); Telephone conference with W. Rabon re: suspended employee (.1); Telephone conference with B. Sloan, R. Tolson, others re: suspended employee (.2); Receipt and review of e-mail from G. Wells re: International Speedway Corporation/Florida D.O.T. marketing agreement (.1); Review International Speedway Corporation/Florida D.O.T. marketing agreement (.8); E-mail to T. Smith re: International Speedway Corporation/Florida D.O.T. marketing agreement (.2);	3.10 hrs.	465.00

09/02/2010	WRM	Telephone conference with R. Tolson re: media statement, suspended employee (.1); Receipt and review of e-mail from S. Jefferson re: Quincy House lease (.1); Telephone conferences (2) with S. Jefferson re: Quincy House lease (.2); Prepare for meeting with T. Smith, D. Dunlap, B. Boyette re: CCLA roof litigation (.3);	0.70 hrs.	105.00
09/03/2010	WRM	Conference with T. Smith, J. Schilling, D. Dunlap, B. Boyette, A. Boyette re: CCLA roof litigation (.6); Conference with T. Smith, J. Schilling re: CCLA roof leaks, various legal and administrative matters (.4); E-mail to S. Heath re: CCLA roof litigation (.1); Telephone conference with S. Heath re: CCLA roof litigation (.1);	1.20 hrs.	180.00
09/07/2010	WRM	Receipt and review of subpoenas for trial for TCC employee (TCC not a party in case) (.1); E-mail to J. Schilling re: trial subpoena (.1); Telephone conferences (2) with R. Tolson re: suspended employee (.3); Review TCC policies re: suspended employee (.3); Conference call - F. Brown, R. Tolson, E. Eunice, L. Rabon re: suspended employee (.4); Review background reports re: suspended employee (.2); Receipt and review of e-mail from R. Tolson re: suspended employee (.1); Telephone conference with R. Tolson re: suspended employee and employee grievance (.3); Telephone conference with T. Smith re: DOC Re-Entry Facility (.2); Telephone conference with T. Stallworth re: DOC Re-Entry Facility (.1);	2.10 hrs.	315.00
09/08/2010	WRM	Telephone conference with R. Tolson re: employee complaint (.1); Receipt and review of e-mail (2) from M. Haney re: TCC/TOC contract (.2); E-mails (2) to M. Haney re: TCC/TOC contract (.2); Receipt and review of e-mail from R. Tolson re: correspondence to suspended employee (.1); Telephone conference with R. Tolson re: correspondence	1.50 hrs.	225.00

to suspended employee (.1); E-mail to T. Stallworth re: DOC Re-Entry Facility (.1); Analysis - TCC/TOC contract certain provisions (.2); Receipt and review of e-mail from T. Stallworth re: DOC Re-Entry Facility (.1); Review DOC Re-Entry Board item with drawings of easements and lease property (.3); Telephone conference with T. Stallworth re: DOC Re-Entry Facility (.1);

09/09/2010	WRM	<p>Conference with T. Smith re: DOC Re-Entry Facility (.2); E-mail to B. Sloan re: new lawsuit (.1); E-mails (2) to T. Stallworth re: DOC Re-Entry Facility (.2); E-mail to R. Tolson re: inquiry about former employee (.1); Analysis of requirements for DOC Re-Entry Facility (.7); E-mail to T. Smith re: DOC Re-Entry Facility (.1); Telephone conference with F. Brown re: suspended employee (.1); Receipt and review of e-mail from T. Stallworth re: DOC Re-Entry Facility and architect selection interview (.1); E-mail to T. Stallworth re: DOC Re-Entry Facility and architect selection interviews (.1); Telephone conference with M. Haney re: TCC/TOC ATC contract (.2); Receipt and review of e-mails (2) from B. Sloan re: suspended employees (.2); E-mail to B. Sloan re: suspended employee (.1); Receipt and review of e-mail from R. Tolson re: suspended employee (.1); Telephone conference with T. Stallworth re: DOC Re-Entry Facility and architect selection (.2);</p>	2.50 hrs.	375.00
09/10/2010	WRM	<p>Receipt and review of e-mail from G. Wells re: DOT/ISC agreement (.1); Receipt and review of e-mail from G. Wells re: DOT/FPHG agreement (.1); Receipt and review of e-mail from G. Wells re: DOT/TBRB agreement (.1); Telephone conference with T. Stallworth re: architect proposals review (.1); E-mails (2) to T. Stallworth re: architect proposals review (.2); Review and analysis of TCC/DOT/TBRB marketing agreement (.3); E-mail to T. Smith</p>	6.30 hrs.	945.00

re: TCC/DOT/TBRB marketing agreement (.1); Review and analysis of TCC/DOT/FPHC promotional agreement (.2); E-mail to T. Smith re: TCC/DOT/FPHC promotional agreement (.1); Review and analysis of certain provisions in TCC/DOT/ISC marketing agreement (.2); E-mail to T. Smith re: TCC/DOT/ISC marketing agreement (.1); Prepare change to indemnity provision in TCC/TOC ATC agreement (.2); E-mail to M. Haney re: indemnity provision in TCC/TOC ATC agreement (.1); Receipt and review of e-mail from T. Stallworth re: architect proposals review (.1); Receipt and review of e-mail from R. Tolson re: inquiry concerning former employee (.1); E-mail to P. Walborsky re: former employee inquiry (.1); Receipt and review of e-mails (3) from T. Greene re: revisions to TCC/DOT/TBRB marketing agreement (.3); Review new revision to TCC/DOT/TBRB marketing agreement (.1); E-mails (2) to T. Greene re: revisions to TCC/TBRB marketing agreement (.2); Receipt and review of e-mail from P. Walborsky re: former employee inquiry (.1); Receipt and review of e-mails (3) from L. Kling re: suspended employee correspondence (.3); E-mails (2) to L. Kling re: suspended employee correspondence (.2); Receipt and review of e-mail from T. Smith re: B2B Technologies proposal (.1); Begin review of architect proposals - FPSI (2.0); Begin review of B2B Technologies proposal (.8);

09/13/2010	WRM	Complete review of TCC/B2B agreement (.3); E-mail to T. Smith re: TCC/B2B agreement (.1); Review D. Ware invoice for visiting professor visa legal services (.1); E-mail to J. Schilling re: D. Ware invoice (.1); Dictation and preparation of memo to B. Sloan re: current litigation (.3); Complete review of architect proposals - FPSI (1.4); Receipt and review of e-mail from D. Ware re: granting of	4.10 hrs.	615.00
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visa petition for visiting instructor (.1); Receipt and review of e-mail from M. Haney re: TOC ATC agreement (.1); E-mail to M. Haney re: TOC ATC agreement (.1); Review architect proposals - master plan main campus (1.4); Receipt and review of e-mail from T. Stallworth re: partial release of lease 4194 (.1);

09/14/2010	WRM	Attend Architect Selection Committee Meeting and presentations;	4.00 hrs.	600.00
09/15/2010	WRM	Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); Receipt and review of e-mails (2) from T. Smith re: TCC/TOC ATC Agreement (.2); Receipt and review of revised provision in TCC/TOC ATC Agreement (.1); E-mail to T. Smith re: TCC/TOC ATC Agreement (.1); Review and analysis of motion to amend with attachments in Network Security v. TCC Foundation, analysis of claim (.8); Review TCC Board Agenda for September 20, 2010 (.5); Review of documents re: partial release of lease-land for DOC Re-Entry Facility (.2); Receipt and review of e-mail from T. Stallworth re: Architect selection (.1); Telephone conferences (2) with T. Stallworth re: architect selection (.2); Review and analysis of CCLA litigation documents, motions, correspondence (.8); E-mail to T. Smith re: CCLA roof litigation (.2); E-mails (2) to T. Smith re: public record request (.2); Receipt and review of e-mail from B. Sloan re: prosecution of claim (.1); Receipt and review of e-mail from E. Eunice re: prosecution of claim (.1); Telephone conference with E. Eunice re: prosecution of claim (.1); E-mail to B. Sloan re: prosecution of claim (.1); Receipt and review of e-mail from T. Smith re: prosecution of claim (.1); E-mail to E. Eunice re: prosecution of claim (.1); E-mail to T. Smith re: prosecution of claim (.1); Receipt and review of e-mails (2) from T. Smith re: public record request (.2); Telephone conference with	4.70 hrs.	705.00

T. Smith re: CCLA Litigation, suspended employee, public records request (.3);

09/16/2010	WRM	Receipt and review of e-mail from D. Ware re: applications for off campus work, nonimmigrant students (.1); Receipt and review of e-mail from E. Eunice re: prosecution of claim (.1); E-mail to R. Johnston/M. Turnbull re: Network security litigation (.1); Receipt and review of e-mail from M. Turnbull re: Network security litigation (.1); Receipt and review of e-mail from R. Johnston re: Network security litigation (.1); Telephone conferences (2) with R. Buchanan re: Network security litigation (.2); Telephone conference with J. Schilling re: CCLA roof litigation (.1); Receipt and review of e-mail from T. Smith re: CCLA roof litigation (.1); E-mail to T. Smith re: CCLA roof litigation (.1); Telephone conference with T. Smith re: CCLA litigation, other matters (.3);	1.30 hrs.	195.00
09/17/2010	WRM	Receipt and review of e-mail from T. Smith re: public records request (.1); Receipt and review of e-mail from R. Buchanan re: Network security case (.1); Receipt and review of e-mail from T. Gray re: M.U. whistleblower case (.1); Telephone conference with L. Kling re: CCLA roof litigation - Board walk-on item (.1); E-mail to S. Heath re: CCLA roof litigation (.1); E-mail to B. Sloan re: CCLA roof litigation (.2); Receipt and review of e-mails (2) from S. Heath re: CCLA roof litigation (.3); Preparation of memo to B. Sloan re: proposed walk-on item - CCLA roof litigation - for September 20, 2010 Board meeting (.8); E-mail to S. Fisher re: Network security case (.1); Telephone conference with B. Sloan re: CCLA roof litigation (.1); E-mail to K. Moore re: Presidential selection committee meeting (.1);	2.10 hrs.	315.00
09/20/2010	WRM	Analysis: Avalanche Partnership Litigation	7.30 hrs.	1,095.00

(.5); Telephone conferences (2) with S. Heath re: Avalanche Partnership Litigation (.3); Receipt and review of e-mail from K. Moore re: Presidential Selection Committee (.1); Receipt and review of e-mail from R. Tolson re: employee grievance (.1); Receipt and review of e-mails (2) from R. Tolson re: computer security policy (.2); Telephone conference with R. Tolson re: employee grievance (.2); Telephone conference with R. Tolson re: computer security policy (.2); Receipt and review of e-mails (2) from B. Sloan re: Avalanche Partnership Litigation (.2); E-mail to B. Sloan re: Avalanche Partnership Litigation (.1); Receipt and review of e-mail from T. Smith re: Avalanche Partnership Litigation (.1); Telephone conference with G. Wells re: Walk on Board agenda item (.1); E-mail to B. Sloan re: walk on item (.1); Receipt and review of e-mail from G. Wells re: walk on item (.1); Telephone conference with J. Schilling re: walk on item (.1); Conferences (2) with J. Schilling re: walk on item (.2); Attend Presidential selection committee meeting (1.0); Attend TCC Board Workshop (1.5); Attend TCC Board meeting (2.1); Telephone conference with R. Tolson re: employee issue (.1);

09/21/2010	WRM	<p>Receipt and review of e-mail from T. Smith re: Avalanche litigation (.1); Receipt and review of e-mails (2) from S. Heath re: Avalanche litigation (.2); Receipt and review of e-mail from J. Schilling re: Avalanche litigation (.1); Receipt and review of e-mail from T. Gray re: H.E. lawsuits (.1); Receipt, review and analysis of correspondence from T. Gray re: document request in H.E. lawsuit (.1); Receipt, review and analysis of correspondence from M. Zurin re: conclusion of K.M. EEOC matter (.1); Receipt and review of e-mail from S. Heath re: Avlanche litigation (.1); Telephone conference with B. Sloan re: presidential</p>	3.40 hrs.	510.00
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selection process, contract (.2); Receipt and review of e-mail from T. Stallworth re: public records request - architect selection (.1); E-mail to T. Stallworth re: public record request - architect selection (.1); Review and analysis of e-mail from T. Stallworth re: Ghazvini site visit (.1); E-mail to T. Stallworth re: Ghazvini site visit (.1); Receipt and review of e-mail from B. Hinson re: public records request (.1); E-mail to B. Hinson re: public record request (.1); Telephone conference with R. Tolson re: Presidential Selection process, contract (.1); Receipt and review of e-mail from B. MULLOWNEY re: COBA meeting issues (.1); E-mail to B. Sloan/T. Smith re: COBA meeting (.1); E-mail to CCLAW re: COBA meeting (.1); Receipt and review of e-mails (2) from T. Smith re: COBA meeting (.2); Receipt and review of e-mails (2) from E. Eunice re: Florida Statute - computer hacking (.2); Review and analysis of St. Pete Times Forum Sponsorship Agreement (.6); E-mail to T. Smith, others re: St. Pete Times Forum Sponsorship Agreement (.2); Review and analysis of Florida Statutes re: computer violations (.2); E-mail to E. Eunice re: computer violations - Florida Statutes (.1);

09/22/2010	WRM	<p>Receipt and review of e-mail from S. Heath re: Avalanche litigation (.1); E-mail to S. Heath re: Avalanche litigation (.1); Review Common Interest Agreement between TCC and Avalanche executed by Avalanche (.1); E-mail to B. Sloan re: TCC/Avalanche Common Retirement Agreement (.1); Receipt and review of e-mail from T. Smith re: TCC/Avalanche Agreement (.1); Receipt and review of e-mail from R. Tolson with other agency reports re: employee incident (.3); Receipt and review of e-mail from R. Tolson re: H.E. case, public records request to state agency (.1); E-mail to R. Tolson re: H.E. case, public records request (.1);</p>	1.00 hrs.	150.00
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Date	Initials	Description	Hours	Amount
09/23/2010	WRM	Receipt and review of e-mail from T. Gray re: motion to strike in H.E. case (.1); Review motion to strike in H.E. whistleblower case (.1); E-mail to T. Gray re: motion to strike in H.E. case (.1); E-mail to T. Stallworth re: Ghazvini site visit (.1); TCC - analysis - state authorization re: computer protection (.5); Receipt and review of e-mail from G. Wells re: St. Pete Times Forum contract (.1); Receipt and review of e-mail from R. Tolson re: H.E. case report for other agency's records (.1); Review and analysis of revised St. Pete Times Forum Sponsorship Agreement (.2); E-mail to G. Wells re: St. Pete Times Forum Agreement (.1); Receipt and review of e-mail from S. Hall re: public record request (.1); Receipt and review of e-mail from L. Kling re: Avalanche litigation agreement (.1); E-mail to L. Kling re: Avalanche litigation agreement (.1); Receipt and review of e-mail from B. Sloan re: salary schedule items (.1); Telephone conference with B. Sloan re: salary schedule item (.1); Telephone conference with T. Gray re: H.E. Litigation (.1); E-mail to S. Heath re: Avalanche litigation agreement (.1); Telephone conference with T. Gray re: H.E. case motion to strike (.3); Telephone conference with J. Schilling re: COBA meeting (.1); Receipt and review of e-mail from T. Gray re: hearing in H.E. case (.1); Receipt and review of e-mail from S. Heath re: Avalanche litigation (.1); Telephone conference with B. Sloan re: salary schedule item and question re: Architect selection (.2); Review and analysis of American Program Bureau contract - Tutu (.7); E-mail to B. Lesko re: American Program Bureau contract - Tutu (.2);	3.80 hrs.	570.00
09/24/2010	BJL	Review and analysis of federal computer/statutes/caselaw for revision of TCC policies involving telecommunications;	4.00 hrs.	600.00
09/24/2010	WRM	Receipt and review of e-mail from R. Tolson	4.80 hrs.	720.00

re: computer security policy (.1); E-mail to R. Tolson re: computer security policy (.1); Receipt and review of e-mails (2) from T. Gray re: court contact in H.E. case, settlement of other agency case (.2); Receipt and review of Avalanche/TCC original agreement (.1); Receipt and review of e-mail from R. Tolson re: grievance in H.E. case (.1); Receipt and review of e-mail from R. Tolson re: employment incident (.1); Review documentation re: employee incident (.3); Telephone conferences (2) with R. Tolson re: employee incident (.2); Conference with T. Stallworth and site visit - Ghazvini Building (.9); Telephone conference with B. Sloan re: president selection process (.1); Review and analysis of Florida law - computer security, unlawful acts (2.6);

09/27/2010	BJL	Continued review and analysis of federal computer/statutes/caselaw for revision of TCC policies involving telecommunications;	2.10 hrs.	315.00
09/27/2010	WRM	Receipt and review of e-mail from B. Lesko re: Albany State University contract (.1); Receipt and review of e-mail from T. Smith re: response in RFP inquiry (.1); E-mail to B. Sloan re: response to RFP inquiry (.1); Receipt and review of e-mails (2) from T. Smith re: legal services contract (.2); Receipt and review of e-mails (2) from B. Hebrock re: President candidate interviews (.2); Receipt and review of e-mail from B. Sloan re: president candidate interviews (.1); E-mails (2) to B. Sloan re: president candidate interviews (.2); Receipt and review of e-mails (2) from L. Kling re: Board meeting seating (.2); E-mail to L. Kling re: Board meeting seating (.1); E-mail to L. Kling re: president candidate interviews (.1); E-mails (2) to B. Hebrock re: President candidate interviews (.2); E-mail to B. Sloan re: Board interviews of presidential candidates (.1); Receipt and review of e-mail from L. Kling re: president candidates interviews	5.40 hrs.	810.00

schedule (.1); Telephone conference with B. Sloan re: Board interviews of presidential candidates (.1); Continued analysis: state computer policies and statutes re: TCC's policies (.9); Telephone conference with T. Smith re: architect and attorney contracts (.3); Telephone conferences (2) with T. Stallworth re: architect contract (.2); Conference with T. Stallworth re: architect contract (.9); Receipt and review of e-mail from G. Wells re: Reach To Top Agreement (.1); Receipt and review of e-mail from G. Wells re: Differential Accountability Agreement (.1); Receipt and review of e-mail from B. Lesko re: MESA Scholarship contract (.1); Receipt and review of e-mail from C. Easley re: Publix Pharmacy Intern Agreement (.1); Review architect RFP, submission for response to firm inquiry (.5); E-mails (2) to T. Smith re: response to firm inquiry on architect RFP (.3);

09/28/2010	WT	Telephone conference with C. Stewart re: interviews of TCC personnel;	0.20 hrs.	10.00
09/28/2010	WRM	Receipt and review of e-mail from B. Sloan re: architect RFP (.1); Receipt and review of e-mail from B. Lesko re: Statway Confidentiality Agreement (.1); Receipt and review of e-mails (2) from P. Walborsky re: attendance at hearing by TCC employee (.2); E-mail to P. Walborsky re: attendance at hearing by TCC employee (.1); Conference with R. Tolson re: employee background checks (.2); Conferences (2) with J. Schilling re: notice of claim (.2); Attend Board interview of T. Keegan (2.0); Receipt, review and analysis of correspondence from C. Stewart re: DOE/OCR student complaint (.1); E-mail to C. Stewart re: DOE/OCR student complaint (.1); Receipt and review of e-mail from S. Jefferson re: College Week Live Membership Agreement (.1); Telephone conference with C. Stewart re: DOE/OCR student complaint (.1); E-mail to B. Sloan re: DOE/OCR student	3.40 hrs.	510.00

complaint (.1);

09/29/2010	WRM	<p>Review and analysis of Albany State University Agreement (TCC African Drum &amp; Dance Ensemble) (.5); E-mail to B. Lesko re: Albany State Agreement (.2); Receipt and review of e-mail from B. Lesko re: Albany State Agreement (.1); Review and analysis of Subagreement with University of California (MESA) (.2); E-mail to B. Lesko re: MESA Subagreement (.1); Review and analysis of DOE Race to The Top (RTTT) Grant agreement (.3); E-mail to G. Wells re: RTTT agreement (.1); Receipt and review of e-mail from T. Stallworth re: FPSI/DOC ReEntry Facility documents (.1); Receipt and review of e-mail from T. Stallworth re: FPSI Forest Management program (.1); Review and analysis of College Week Live Membership Agreement (.2); E-mail to S. Jefferson re: College Week Agreement (.1); Review and analysis of Differential Accountability Agreement (DOE) (.2); E-mail to G. Wells re: Differential Accountability Agreement (.1); Review and analysis of Publix Pharmacy Technician Externship Agreement (.4); E-mail to C. Easley re: Publix Pharmacy Externship Agreement (.1); Review and analysis of Carnegie Foundation Statway and Data Sharing Agreements (.3); E-mail to B. Lesko re: Carnegie Foundation Agreements (.1); Telephone conference with B. Sloan re: architects contract and OCR investigation (.2); Review and analysis of Timber Cutting Agreement - FPSI Forest Management Program (.5); E-mail to C. Thomas re: DOE/OCR complaint (.1); E-mail to E. Eunice re: DOE/OCR complaint (.1); Telephone conference with T. Stallworth re: architect contract and FPSI Timber Cutting Agreement (.1); E-mail to T. Stallworth re: architect contract and FPSI Timber Cutting Agreement (.1); Prepare response to architect</p>	4.80 hrs.	720.00
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recommendation inquiry (.5);

09/30/2010 WRM Telephone conference with R. Tolson re: CCLA employee issue (.1); Telephone conference with E. Eunice re: DOE OCR complaint (.1); Telephone conference with M. Turnbull re: Legal Services Contract (.1); Conference with R. Tolson/V. Montgomery re: CCLA employee issue (.3); Conference with R. Tolson/J. Schilling re: former employee hearing (.1);

0.70 hrs. 105.00

Fees for this matter \$11,175.00

BILLING SUMMARY

Longfellow, B. Joe	Associate	6.10 hrs	150.00 /hr	\$915.00
Mabile, William R	Attorney	68.20 hrs	150.00 /hr	\$10,230.00
Taylor, Winifred	Paralegal	0.60 hrs	50.00 /hr	\$30.00
Fees		74.90 hrs		<u>\$11,175.00</u>

Disbursements \$0.00

TOTAL CHARGES FOR THIS BILL \$11,175.00

Fees Billed Fiscal Year to Date \$ 25,955.00  
 Expenses Billed Fiscal Year to Date 51.35  
 Fees Received Fiscal Year to Date \$ 41,370.00  
 Expenses Received Fiscal Year to Date 59.85