



INVOICE

Invoice # 10781
Date: 08/06/2024

4301 Westbank Drive, Suite B-130
Austin, Texas 78746
Phone: 512-614-0901

Windermere Oaks Water Supply Corporation
424 Coventry Rd.
Spicewood, Texas 78669

0100 - Windermere Oaks WSC - General

Date	Attorney	Description	Quantity	Total
07/02/2024	ERS	Email from P. Flunker regarding status of real estate committee work and other comments; analyze agreement actions items; email to board regarding audit and membership list.	1.50	\$487.50
07/10/2024	ERS	Confer with Y. Lara regarding pending items for agenda and compliance; conference call with J. Walker and B. Garceau regarding pending PUC and IRS items, due dates, transparency, and agenda for upcoming meeting; draft follow up emails to team and to board.	2.00	\$650.00
07/11/2024	ERS	Emails from B. Garceau and J. Walker regarding draft agenda; email to team regarding same.	0.20	\$65.00
07/11/2024	YAL	Meeting with E. Selvera regarding July 15 agenda; receive, review, and revise the July 15 agenda and update the file.	1.10	\$181.50
07/11/2024	ERS	Emails from and to J. Walker and B. Garceau regarding agenda.	0.80	\$260.00
07/12/2024	ERS	Review and revise draft agenda.	1.30	\$422.50
07/12/2024	YAL	Additional meeting with E. Selvera regarding the July agenda; revise and finalize the July agenda and email same to J. Walker.	0.90	\$148.50
07/12/2024	JMS	Review revised July meeting agenda.	0.30	\$55.50
07/12/2024	ERS	Email from J. Walker regarding options for delinquent accounts.	1.50	\$487.50
07/15/2024	YAL	Meeting with E. Selvera to discuss the July 16 agenda packet and items needed; draft the July 16 agenda packet; email to Directors regarding the June 6 meeting minutes.	1.00	\$165.00
07/15/2024	ERS	Review documents for agenda packet; review of resolution regarding officer positions.	0.90	\$292.50
07/15/2024	JJC	Review status of projects and discuss plan for resolution; review	0.30	\$127.50

PUC meeting information.				
07/16/2024	YAL	Revise the July 16 agenda packet, finalize, and email to Directors.	0.40	\$66.00
07/17/2024	ERS	Telephone call with J. Walker regarding prior meeting, agenda for next meeting and documents needed for minutes.	0.60	\$195.00
07/18/2024	JJC	Draft correspondence to J. Mauldin regarding invoices due to Lloyd Gosselink; receive and review response.	0.20	\$85.00
07/22/2024	YAL	Receive updated email address for B. Garceau and update contact information.	0.10	\$16.50
07/22/2024	ERS	Email from J. Walker regarding contact with PUC staff; telephone call with same.	1.00	\$325.00
07/24/2024	YAL	Receive and review the July 27 agenda and update the file.	0.20	\$33.00
07/24/2024	ERS	Review and revise draft Agenda; email to J. Walker regarding same.	0.30	\$97.50
07/26/2024	ERS	Review emails from D. Flunker and J. Walker regarding board action; review email from J. Giminez regarding agenda; email to board regarding same; telephone call with J. Walker regarding same.	0.80	\$260.00
07/26/2024	JJC	Work regarding agenda posting issue; review status of ongoing matters.	0.50	\$212.50
07/30/2024	ERS	Verify status of all pending items; email from C. Van Eman regarding property, follow up email to board regarding same.	0.70	\$227.50

Time Keeper	Quantity	Rate	Total
John Carlton	1.0	\$425.00	\$425.00
Jennifer Schein	0.3	\$185.00	\$55.50
Erin Selvera	11.6	\$325.00	\$3,770.00
Yolanda Lara	3.7	\$165.00	\$610.50
		Subtotal	\$4,861.00

0101 - Windermere Oaks WSC - Special Projects

Date	Attorney	Description	Quantity	Total
07/01/2024	YAL	Research regarding members meeting requirements and deadlines.	0.70	\$115.50

07/02/2024	YAL	Continue to review the file for members meeting deadlines.	0.20	\$33.00
07/02/2024	JMS	Review correspondence received from P. Flunker regarding real estate committee; email to L. Cantrell.	0.10	\$18.50
07/03/2024	ERS	Team meeting regarding all pending deadlines and development of agenda items list for July and August.	1.30	\$422.50
07/03/2024	JMS	Team meeting regarding all pending deadlines and development of agenda items list for July and August; email to J. Walker regarding membership list.	1.50	\$277.50
07/03/2024	YAL	Team meeting regarding all pending deadlines and development of agenda items list for July and August.	1.30	\$214.50
07/03/2024	MLP	Team meeting regarding all pending deadlines and development of agenda items list for July and August.	1.30	\$273.00
07/08/2024	JMS	Email to J. Walker; attention regarding records management resolution.	0.10	\$18.50
07/09/2024	YAL	Receive and review login created by L. Cantrell to access Quickbooks files and update the file.	0.10	\$16.50
07/10/2024	JMS	Attention regarding status of current projects and compliance.	0.10	\$18.50
07/10/2024	YAL	Research regarding election procedures.	0.10	\$16.50
07/10/2024	ERS	Confer with J. Carlton pending issues; draft information for board consideration.	2.20	\$715.00
07/11/2024	JMS	Discussion regarding records management policy and public information policy for July meeting.	0.10	\$18.50
07/12/2024	YAL	Research and draft the Public Information Act Policy and update the file.	0.40	\$66.00
07/15/2024	JMS	Draft revised resolution to adopt records management program; draft and revise Public Information Act policy.	3.60	\$666.00
07/15/2024	YAL	Draft and finalize the Resolution Establishing Board Officer Positions and update the file; Revise the Resolution Establishing Public Information Act Policy and Resolution Establishing Records Management Program and update the file.	0.60	\$99.00
07/15/2024	ERS	Revise draft resolution regarding officer positions; review draft Public Information Act Policy and Records Management Policy.	0.60	\$195.00
07/16/2024	ERS	Email from P. Flunker regarding Currin Van Eman; review listing agreement; review revised draft Records Management Policy.	2.20	\$715.00
07/16/2024	ERS	Draft guidance to Board regarding financial obligations.	1.70	\$552.50
07/16/2024	JMS	Brief review of adopted code of ethics; attention regarding request to draft customer letter for past due balance owed; further attention regarding proposed Public Information Act policy.	0.20	\$37.00
07/16/2024	ERS	Review listing Agreement from C. Van Eman.	0.10	\$32.50

07/16/2024	YAL	Draft past due notice for Blevins account and update the file; finalize the Resolution Establishing Records Management Program and Resolution Establishing Public Information Act Policy and update the file.	0.60	\$99.00
07/17/2024	ERS	Email from A. Martini regarding water bill; email to board regarding meter test authorization and test report in Tariff.	0.20	\$65.00
07/18/2024	JMS	Review correspondence from D. Flunker; revise draft of public information policy for Board consideration.	1.00	\$185.00
07/22/2024	YAL	Receive and review the proposed Bylaw changes from S. Miller and update the file.	0.70	\$115.50
07/23/2024	JMS	Draft correspondence to R. Blevins regarding past due balance.	2.40	\$444.00
07/24/2024	JMS	Email to J. Walker; complete initial draft of correspondence to R. Blevins regarding past due balance.	2.40	\$444.00
07/24/2024	ERS	Email from C. Van Eman regarding property transaction; telephone call from S. Miller regarding proposed amendments to Bylaws.	0.90	\$292.50
07/24/2024	YAL	Research and review the R. Blevins past due account information; receive and review C. Van Eman emails and update the file.	0.30	\$49.50
07/25/2024	JMS	Revise correspondence to R. Blevins regarding delinquency balance.	2.10	\$388.50
07/26/2024	JMS	Email from J. Gimenez and attention regarding same.	0.10	\$18.50
07/31/2024	ERS	Email from and to C. Van Eman regarding easements on the property to be sold.	0.20	\$65.00

Time Keeper	Quantity	Rate	Total
Michael Parsons	1.3	\$210.00	\$273.00
Jennifer Schein	13.7	\$185.00	\$2,534.50
Erin Selvera	9.4	\$325.00	\$3,055.00
Yolanda Lara	5.0	\$165.00	\$825.00
		Subtotal	\$6,687.50

0106 - Windermere Oaks WSC - PIA Requests

Date	Attorney	Description	Quantity	Total
07/02/2024	JMS	Attention regarding status of Public Information Act requests received.	0.60	\$111.00

07/08/2024	JMS	Review correspondence from J. Walker concerning responsive information to pending Public Information Act requests; draft correspondence to D. Flunker regarding Public Information Act request from December of 2023; email to L. Cantrell; draft correspondence to D. Flunker regarding June 10 Public Information Act request; email same to D. Flunker; email same to J. Walker and B. Garceau; email to J. Walker; work regarding responsive information to December of 2023 Public Information Act request from D. Flunker.	1.10	\$203.50
07/08/2024	YAL	Receive and review the July 7 D. Flunker public information request and update the file.	0.10	\$16.50
07/09/2024	YAL	Receive responsive information to D. Flunker public information request and update the file.	0.20	\$33.00
07/09/2024	JMS	Attention and discuss regarding status of pending Public Information Act requests.	0.20	\$37.00
07/10/2024	JMS	Complete draft of response to Attorney General regarding P. Flunker complaint; draft correspondence to P. Flunker; email to P. Flunker; email to J. Walker.	4.50	\$832.50
07/15/2024	JMS	Review correspondence from D. Flunker regarding Public Information Act request from June 7; revise draft response to Attorney General regarding complaint from P. Flunker.	1.40	\$259.00
07/16/2024	JMS	Review Public Information Act request received via email from D. Flunker; begin work and organization regarding response to same; brief review of listing agreement with C. Van Eman; compile exhibits for response to Attorney General complaint letter regarding P. Flunker Public Information Act request from May 22, 2023; draft clarification letter to D. Flunker regarding July 16 Public Information Act request; email to L. Cantrell regarding Public Information Act requests; email to J. Walker.	1.90	\$351.50
07/16/2024	YAL	Receive and review D. Flunker Public Information Act Request and calendar deadlines.	0.20	\$33.00
07/16/2024	ERS	Review request from D. Flunker and provide guidance to J. Schein regarding items.	0.40	\$130.00
07/17/2024	JMS	Attention regarding Public Information Act request from D. Flunker received July 16.	0.20	\$37.00
07/17/2024	KANC	Receive and review email from Texas Attorney General's Office regarding PIA complaint.	0.20	\$85.00
07/18/2024	JMS	Email to J. Graham with the Attorney General's office; email to J. Walker to follow up regarding Public Information Act request from D. Flunker; email to L. Cantrell regarding responsive information to previous request from D. Flunker; email to J. Gimenez regarding information held as temporary custodian.	1.90	\$351.50
07/18/2024	ERS	Review draft letter to Attorney General regarding complaint ID # OR-23-093397-IC.	0.80	\$260.00
07/19/2024	JMS	Review responsive correspondence from J. Gimenez; draft	0.60	\$111.00

		correspondence to D. Flunker requesting clarification; draft correspondence to D. Flunker in response to July 7 Public Information Act request; emails to D. Flunker; emails to J. Walker; email to L. Cantrell.		
07/22/2024	JMS	Attention and discussion regarding Public Information Act request for Quickbooks native files from 2020-2023.	0.10	\$18.50
07/23/2024	JMS	Emails to J. Gimenez as temporary custodian under the Public Information Act; attention regarding July 16 Public Information Act request from D. Flunker; work regarding responsive information to December 20, 2023 Public Information Act request from D. Flunker; email to L. Cantrell; work regarding February 6, 2023 Public Information Act request from D. Flunker.	0.60	\$111.00
07/24/2024	JMS	Receive and revise correspondence from D. Flunker regarding July 16 Public Information Act request; continue review of responsive information to July 16 Public Information Act request from D. Flunker.	0.80	\$148.00
07/25/2024	JMS	Work and attention regarding June 7 Public Information Act request from D. Flunker; work and attention regarding Attorney General complaint related to February 6, 2023 Public Information Act request from D. Flunker; emails to Lori Cantrell; email to B. Garceau regarding July 16 Public Information Act request; email to S. Miller regarding July 16 Public Information Act request; email conference with B. Garceau; email to T. Hargett regarding July 16 Public Information Act request; review and organize responsive information to same.	1.70	\$314.50
07/26/2024	JMS	Email to S. Miller; receive and review correspondence from D. Flunker; work regarding response to July 16 Public Information Act request from D. Flunker; email to T. Hargett.	0.20	\$37.00
07/26/2024	JJC	Receive and review correspondence from D. Flunker; work regarding public information act request issues; draft response to D. Flunker.	0.70	\$297.50
07/26/2024	JJC	Receive and review correspondence from D. Flunker; draft correspondence to J. Walker; receive and review correspondence from J. Walker.	0.50	\$212.50
07/29/2024	JMS	Continue work regarding response to July 16 Public Information Act request.	0.10	\$18.50
07/29/2024	YAL	Research responsive documents to D. Flunker Public Information Act Request from July 16, 2024.	0.20	\$33.00
07/30/2024	JMS	Draft correspondence to D. Flunker regarding July 16 Public Information Act request; attention regarding status of pending Public Information Act requests.	0.70	\$129.50

Time Keeper	Quantity	Rate	Total
John Carlton	1.2	\$425.00	\$510.00

Kelli Carlton	0.2	\$425.00	\$85.00
Jennifer Schein	16.6	\$185.00	\$3,071.00
Erin Selvera	1.2	\$325.00	\$390.00
Yolanda Lara	0.7	\$165.00	\$115.50
		Subtotal	\$4,171.50

0107 - Windermere Oaks WSC - IRS Examination

Date	Attorney	Description	Quantity	Total
07/02/2024	YAL	Review file for items to be completed.	1.00	\$165.00
07/12/2024	ERS	Email from S. Miller regarding IRS document request; review requirements and send guidance.	1.00	\$325.00
07/15/2024	ERS	Email from S. Miller regarding draft responses to IRS.	1.30	\$422.50
07/15/2024	YAL	Receive and review S. Miller responses to Third IDR selection items, update the file, and meeting with E. Selvera regarding the same; draft and finalize the cover letter to Y. Romero responding to third IDR request and email same to Y. Romero.	1.90	\$313.50
07/16/2024	ERS	Email from Y. Romero regarding extension of time to respond to IRS with missing information; follow up email to board regarding same; telephone call with S. Miller regarding same.	0.30	\$97.50
07/16/2024	YAL	Email from Y. Romero regarding response to the third IRS request and calendar deadline to respond.	0.20	\$33.00
07/17/2024	ERS	Telephone call with T. Potts regarding potential impact of sale of property on IRS non-profit status.	0.30	\$97.50
07/25/2024	YAL	Research and email to J. Walker regarding IRS response deadline.	0.20	\$33.00
07/29/2024	ERS	Email from and to S. Miller regarding IRS documents due today.	0.50	\$162.50
07/30/2024	YAL	Email to Directors regarding responsive items due to Mr. Romero.	0.10	\$16.50
07/31/2024	ERS	Telephone call with Y. Romero regarding status of Information Document Request; follow up email to the Board regarding same.	0.10	\$32.50

Time Keeper	Quantity	Rate	Total
Erin Selvera	3.5	\$325.00	\$1,137.50
Yolanda Lara	3.4	\$165.00	\$561.00
		Subtotal	\$1,698.50

0102 - PUC Docket 55454 and Compliance Docket 56167

Date	Attorney	Description	Quantity	Total
07/01/2024	ERS	Confer with Y.Lara regarding timeline for all compliance agreement requirements, including members meeting.	0.40	\$160.00
07/01/2024	MLP	Review Order No. 4; research Class D Rate Report requirements and information; prepare correspondence to J. Walker, B. Garceau, S. Miller, and L. Cantrell regarding same and deadline to file.	2.30	\$632.50
07/02/2024	YAL	Review the file for compliance deadlines.	0.40	\$70.00
07/08/2024	YAL	Telephone call to J. Walker, B. Garceau regarding compliance filing; email to S. Miller, B. Garceau, and J. Walker regarding the compliance filing.	0.30	\$52.50
07/08/2024	JJC	Work regarding filing deadline for Class D Utility Report; draft correspondence to Board members regarding same.	0.50	\$262.50
07/10/2024	YAL	Meeting with E. Selvera regarding items to discuss on teleconference with J. Walker.	0.60	\$105.00
07/10/2024	ERS	Review Bylaws and Tarriff and develop list of proposed amendments necessary for compliance docket.	2.40	\$960.00
07/15/2024	YAL	Draft the affidavit regarding service to members and update the file.	0.50	\$87.50
07/17/2024	ERS	Review Order from Commission regarding deadline to file Class D Report.	0.20	\$80.00
07/22/2024	YAL	Research Order No. 5 and update the file and calendar with new reporting deadline.	0.20	\$35.00
07/31/2024	ERS	Email from M. Lander regarding annual report; email to Board for further direction.	0.10	\$40.00

Time Keeper	Quantity	Rate	Total
John Carlton	0.5	\$525.00	\$262.50
Michael Parsons	2.3	\$275.00	\$632.50
Erin Selvera	3.1	\$400.00	\$1,240.00
Yolanda Lara	2.0	\$175.00	\$350.00
		Subtotal	\$2,485.00

0103 - PUC Docket 55840 - CCN Amendment

Date	Attorney	Description	Quantity	Total
07/09/2024	MLP	Draft Restated Non-Standard Service Contract for certificate of convenience and necessity amendment; review prior Non-Standard Service Contract for deficiencies to correct.	3.60	\$990.00
07/12/2024	YAL	Telephone call and email to J. Walker regarding publication of Notice.	0.10	\$17.50
07/16/2024	ERS	Review draft revised and restated non-standard service agreement with Madigan Homes.	0.70	\$280.00
07/16/2024	YAL	Revise and finalize the Non Standard Service Agreement and update the file.	0.20	\$35.00
07/16/2024	MLP	Review and revise Amended And Restated Non-Standard Service Contract.	0.40	\$110.00
07/18/2024	MLP	Review notice deadlines and prepare correspondence to J. Walker, B. Garceau, and S. Miller regarding July 19, 2024 3:00pm submission deadline.	0.10	\$27.50
07/19/2024	YAL	Receive and review Madigan Homes LLC Service Application and update the file.	0.10	\$17.50

Time Keeper	Quantity	Rate	Total
Michael Parsons	4.1	\$275.00	\$1,127.50
Erin Selvera	0.7	\$400.00	\$280.00
Yolanda Lara	0.4	\$175.00	\$70.00
		Subtotal	\$1,477.50

0105 - PUC Docket 56727 - Refunds from Docket 50788

Date	Attorney	Description	Quantity	Total
07/01/2024	ERS	Review draft responses regarding proration of monthly charges as it relates to proration of surcharges and refunds.	0.20	\$80.00
07/01/2024	MLP	Revise responses to Staff's 1st Request for Information and send	1.80	\$495.00

		to J. Walker, B. Garceau, S. Miller, and L. Cantrell for review and approval; review Windermere tariff.		
07/02/2024	MLP	Review, revise, finalize, and file responses to Staff's First Requests for Information.	1.50	\$412.50
07/03/2024	YAL	Update the calendar with new compliance filing deadline.	0.10	\$17.50
07/12/2024	MLP	Review compliance report spreadsheet; teleconference with L. Cantrell regarding compliance report spreadsheet and what needs to be on it and follow up email regarding same.	1.20	\$330.00
07/18/2024	ERS	Telephone call with S. Miller regarding options for rate increase with the PUC; voicemail to M. Lander regarding options for rate increase.	3.60	\$1,440.00
07/26/2024	MLP	Review PUC Staff's recommendation and attached memorandum; teleconference to T. Xu regarding clarification on compliance reports; prepare follow up correspondence to T. Xu regarding same.	1.30	\$357.50
07/29/2024	MLP	Review Order No.4; prepare correspondence to J. Walker, B. Garceau, and S. Miller regarding compliance reports and Order No. 4.	0.50	\$137.50

Time Keeper	Quantity	Rate	Total
Michael Parsons	6.3	\$275.00	\$1,732.50
Erin Selvera	3.8	\$400.00	\$1,520.00
Yolanda Lara	0.1	\$175.00	\$17.50
		Subtotal	\$3,270.00
		Subtotal	\$24,651.00
		Total	\$24,651.00

Statement of Account

Outstanding Balance	New Charges	Payments Received	Total Amount Outstanding
(\$0.00	+ \$24,651.00) - (\$0.00) = \$24,651.00

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due	
10781	08/06/2024	\$24,651.00	\$0.00	\$24,651.00	
				Outstanding Balance	\$24,651.00
				Total Amount Outstanding	\$24,651.00

Please make all amounts payable to: The Carlton Law Firm, P.L.L.C., and please note our address:

The Carlton Law Firm, P.L.L.C.
4301 Westbank Drive, Suite B-130
Austin, Texas 78746

Payment is due upon receipt. Please include invoice numbers as an additional reference so we may accurately identify and apply your payment. Thank you!