

WILLIAMS, BOX, FORSHEE & BULLARD, P.C.

Attorneys and Counsellors
 522 Colcord Drive
 Oklahoma City, OK 73102-2202
 Federal ID no. 73-1377280
 405-232-0080

Invoice submitted to:

Oklahoma Industries Authority
 Attn: Catherine O'Connor, General Manager
 105 N Hudson Ave Suite 101
 Oklahoma City, OK 73102

December 31, 2020

Invoice # 27605

In Reference To: legal services rendered in connection with the Oklahoma County CARES funds.

Professional Services

		<u>Hours</u>
11/1/2020	JMW Review and actions with respect to possible OIA administration of CARES Act funds from County.	0.10
11/3/2020	JMW Review and actions with respect to possible small business loan program for Oklahoma County, including correspondence with County officials; preparation of revised Agenda with respect thereto; review and revisions to Agenda; communication with Cathy O'Connor; further review and revision of Agenda; additional correspondence with project participants; preparation for Budget Board meeting of November 5, 2020.	2.40
11/5/2020	JMW Review and actions with respect small business loan and non profit program for Oklahoma County; correspondence with County officials; telephone conference with Cathy O'Connor with respect to preparation of plan forward, follow-up matters related thereto.	1.80
11/6/2020	JMW Telephone conference with Butch Freeman and staff, and representatives of office of Carrie Blummert with respect to CARES Act funds OIA program, telephone conference with Cathy O'Connor regarding same; telephone conference with Faye Morton of Oklahoma Securities Commission with respect to OIA Lackheed Mannor Bonds issued in 1978, follow-up tasks with respect thereto.	1.50
12/7/2020	JMW ZOOM conference with Geri Harlan and Leana Dozier regarding First Fidelity Bank Agreement; finalization of First Fidelity Bank Agreement and related redline, related correspondence; conference with Commissioner Calvey with respect to BOCC requirements regarding grant; correspondence with respect to foregoing and with respect to report to BOCC.	3.00
12/8/2020	JMW Review and actions regarding Board of County Commissioners' meeting of this date regarding CARES Act funding to OIA.	1.60
12/9/2020	JMW Review and actions with respect to Green Room Affidavit, including telephone conference with Leana Dozier regarding same; preparation of revised Affidavit; correspondence with Aaron Etherington, Assistant District Attorney; correspondence with Leana Dozier; conference in these law offices with Leana Dozier for execution of Affidavit and with respect to status of approval of CARES grant applications; correspondence with Geri Harlan, et al., with respect to material for report to BOCC; telephone conference with	3.40

		<u>Hours</u>
	Cathy O'Connor regarding report to BOCC; telephone conference with Leana Dozier regarding funding of approved applications and report to BOCC.	
12/10/2020	JMW Review and actions with respect to preparation of report to BOCC; review of project materials in preparation of spreadsheet regarding numbers; telephone conference with Leana Dozier; preparation of revised BOCC report; telephone conference with Cathy O'Connor regarding revised BOCC report; preparation of further revised BOCC report.	3.00
12/11/2020	JMW Review and actions with respect to advancement of OIA CARES program.	0.10
12/12/2020	JMW Review with respect to OIA CARES matters for Oklahoma County.	0.10
12/14/2020	JMW Review and actions with respect to advancement of OIA CARES program for Oklahoma County, conference with Cathy O'Connor regarding same.	1.60
12/16/2020	JMW Review and actions with respect to OIA administration of CARES funds.	1.20
12/17/2020	JMW Review of materials associated with Budget Board meeting of this date regarding possible Phase II of CARES program; telephone conference with Cathy O'Connor regarding same; attendance at Oklahoma County Budget Board regarding same and follow-up conferences, including conferences with representatives of City/County Health; preparation of materials with respect to possible BOCC approvals on December 21, 2020, including correspondence regarding language of Agenda and Resolution with County officials; preparation of proposed draft invoice regarding foregoing; ZOOM conference with Cathy O'Connor regarding foregoing and with County officials; correspondence and conferences with Geri Harlan regarding invoices; revision of invoices and correspondence with Geri Harlan and County representatives.	5.40
12/18/2020	JMW Review and correspondence with Counsel for proposed provider of software for Oklahoma City/County Health Department; review and actions with respect to BOCC Agenda items and claims; telephone conference with Commissioner Maughan regarding same.	1.40
12/19/2020	JMW Preparation for BOCC meeting of December 21, 2020, regarding CARES fund expenditures.	0.20
12/20/2020	JMW Preparation for Board of County Commissioner's meeting of December 21, 2020; telephone conference with Cathy O'Connor regarding same; telephone conference with Phil Maytubby, Oklahoma City/County Health Department with respect to use of CARES funds; further preparation for BOCC meeting of following date.	2.20
12/21/2020	JMW Attendance at Board of County Commissioner's meeting with respect to OIA CARES funding; follow-up tasks with respect thereto; processing of \$5 million dollar check to Oklahoma Industries Authority; telephone conference with Phil Maytubby and his legal team at Oklahoma City/County Health Department; follow-up notes with respect to MOU with Oklahoma City/County Health Department.	3.70
12/22/2020	JMW Correspondence with office of County Clerk with respect to \$50,000 check for Medical CARES Act Grant, actions with respect to foregoing; correspondence with Phil Maytubby, et al., and Oklahoma City-County Health Department; preparation of Memorandum of Agreement for Medical CARES Act Grant and related correspondence with Oklahoma City-County Health Department.	6.00

			<u>Hours</u>
12/23/2020	JMW	Review and correspondence with Oklahoma City-County Health Department regarding CARES funding, related notes.	0.40
12/27/2020	JMW	Review and notes with respect to CARES funding program.	0.10
12/28/2020	JMW	Review and actions with respect to All Things Bugs grant application, related correspondence.	1.90
12/30/2020	JMW	Review and actions with respect to Oklahoma City-County Health Department grant.	0.20
			<u>Amount</u>
For professional services rendered			\$12,390.00
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PREVIOUS BALANCE			\$18,218.00
Accounts receivable transactions			
12/10/2020	Payment - Thank you. Check No. 447639		(\$18,218.00)
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Total payments and adjustments			(\$18,218.00)
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Balance due			<u>\$12,390.00</u>