



ALLEN NORTON & BLUE
PROFESSIONAL ASSOCIATION

121 Majorca Ave., Coral Gables, FL 33134
305-445-7801
EIN: 59-1287650

July 5, 2024

Invoice No. 180778

Town of Longboat Key
Magda McDowell
Attn: Magda McDowell
email to: MMcDowell@longboatkey.org
Longboat Key, FL 342283196

INVOICE SUMMARY

For Professional Services Rendered through June 30, 2024

Client-Matter: 1401-00000

RE: Re: General Labor Matters

Total Professional Fees	\$ 412.50
Total Expenses	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 412.50
Previous Balance	<u> \$.00</u>
TOTAL BALANCE DUE	<u> \$ 412.50</u>

Invoice No. 180778

July 5, 2024

PROFESSIONAL SERVICES

Date	TKPR	Description	Hours	Amount
6/05/24	WRA	Telephone conference with LS re personnel issue with department head	.30	82.50
6/05/24	WRA	Extended telephone conference with LS re issues with the managers assistant	.60	165.00
6/26/24	BK	Review and revise Town's draft policy regarding Assistant Fire Chief Comp Time and email with Lisa Silvertooth re: same	.60	165.00
TOTAL PROFESSIONAL FEES				\$ 412.50

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Hours	Rate	Total
W. Reynolds Allen	Partner	.90	275.00	247.50
Brian Koji	Partner	.60	275.00	165.00
Total		1.50		\$ 412.50

TOTAL THIS INVOICE \$ 412.50

Invoice No. 180778

July 5, 2024

OUTSTANDING INVOICES

Matter	Prior Balance	Invoice Amount	Payments Received	Balance Due
Longboat Key, Town	.00	412.50	.00	412.50
	Previous Balance			\$.00
	Balance Due This Invoice			<u>\$ 412.50</u>
	TOTAL BALANCE DUE			<u>\$ 412.50</u>

AGED ACCOUNTS RECEIVABLE

Current - 30	31 - 60	61 - 90	91 - 120	Over 120	Total
\$.00	\$.00	\$.00	\$.00	\$.00	\$.00



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REMITTANCE ADVICE

Client-Matter: 1401-00000

RE: Re: General Labor Matters

BALANCE DUE THIS INVOICE	\$ 412.50
Previous Balance	<u> \$.00</u>
TOTAL BALANCE DUE	<u> \$ 412.50</u>

All checks should be made payable to:
(Please return this advice with payment.)

Allen Norton & Blue, P.A.
ATTN: Accounts Receivable
121 Majorca Avenue
Coral Gables, Florida 33134

For payment by wire or ACH in USD:

Name: Allen Norton & Blue, P.A.
Address: 121 Majorca Avenue
Coral Gables, FL 33134
Routing Number: 084000026
Account #: 20001844164
Bank Name: First Horizon
Bank Address: 2109 Ponce De Leon Blvd.,
Coral Gables, FL 33134
Telephone Number: 305-442-9991

Please reference: Invoice 180778, File # 1401 - 00000

INVOICES ARE PAYABLE UPON RECEIPT

Proudly Representing Management for Over 50 Years

Magda McDowell

From: Lisa Silvertooth
Sent: Monday, July 22, 2024 7:30 PM
To: Magda McDowell
Subject: Re: Allen Norton Monthly Billing Longboat Key, Town of

Ok to pay.
Sent from my iPhone

On Jul 22, 2024, at 3:52 PM, Magda McDowell <MMcDowell@longboatkey.org> wrote:

Hi Lisa,
Could you please review and approve the invoice attached?
Thank you,
Magda

From: Allen, Norton & Blue <billing.anblaw@rippecloud.com>
Sent: Monday, July 22, 2024 3:49 PM
To: Magda McDowell <MMcDowell@longboatkey.org>
Subject: Allen Norton Monthly Billing Longboat Key, Town of

This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

Report Suspicious

Dear Client,

Attached is Allen Norton & Blue, P.A.'s invoice for services rendered.

Invoice Number: 00180778

If you have any questions or concerns, please contact Barbara Hernandez at:

bhernandez@anblaw.com

billing@anblaw.com

Telephone Number: 305-445-7801

Thank you for the opportunity to work with you.
Allen Norton & Blue, P.A.

Please do not reply to this message from billing.anblaw@rippecloud.com.

Replies to this address are unmonitored.

<180778.PDF>