

**3. APPROVAL OF CONSULTANTS'/VENDORS' INVOICES**

## Professional Services Invoices for Board Approval

Catalyst Consulting		10,000.00
City of RB - Clean & Safe (final)		43,730.64
City of RB - Services fee 3rd QTR Fy 2012		70,319.92
Florida Court Reporting	288.00	
	<u>138.00</u>	426.00
Florida Fishing Academy, Inc.		2,500.00
J. Michael Haygood		7,367.00
Links		60.00
Nexmill		805.00
Treasure Coast Regional Planning Council	2,250.00	
	<u>2,250.00</u>	4,500.00
Tree Huggers Landscaping & Nursery, LLC		2,358.75
William B. Stronge, Ph.D.		<u>3,150.00</u>
		<u>\$ 145,217.31</u>

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Catalyst Consulting, LLC  
 Control No.: Res. 2012-16 Invoice No.: 1203 RBCRA  
 Invoice Date: 8/27/12 Payment Amount: \$ 10,000 -  
 Project Supervisor/Responsible Official: Tony T. Brown

	Reviewed/Approved by
<input type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>[Signature]</i>
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input type="checkbox"/> Deliverables due with this invoice have been received ?	
<input type="checkbox"/> If final payment, have all deliverables been received ?	<i>[Signature]</i>
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>[Signature]</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	-
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>[Signature]</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment. <u>P.O. 2012-09</u>	<i>[Signature]</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

Tony T. Brown  
 Approving Authority

Date: \_\_\_\_\_

Balance after this pymt = \$

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

*Interred Lia*



**FINAL INVOICE**

1638 Minturn Dr.  
New Albany, OH 43054  
Attn: Keena M. Smith, Principal  
614.439.3059  
KSmith@CatalystConsultingOhio.com

INVOICE #1203RBCRA  
DATE AUGUST 27, 2012

**TO:**  
Riviera Beach Community Development Agency  
2001 Broadway, Suite 300  
Riviera Beach, FL 33404  
Attention: Tony Brown, Executive Director

**FOR:**  
Riviera Beach New Markets Tax Credit Application  
Community Impact Draft & Review

DESCRIPTION	RATE	AMOUNT
Task – Completed Business Strategy Section Draft	FLAT	\$10,000.00
<b>TOTAL</b>		<b>\$10,000.00</b>



*Building Capacity. Accelerating Change.*

Invoice is due upon receipt

**THANK YOU FOR YOUR BUSINESS**

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: City of RB

Control No.: \_\_\_\_\_ Invoice No.: 23162334

Invoice Date: 9/24/12 Payment Amount: \$ 43,730.64

Project Supervisor/Responsible Official: \_\_\_\_\_

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>[Signature]</i>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>[Signature]</i>
<input type="checkbox"/> Deliverables due with this invoice have been received ?	
<input checked="" type="checkbox"/> If final payment, have all deliverables been received ?	<i>[Signature]</i>
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>[Signature]</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	-
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>[Signature]</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>[Signature]</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

*[Signature]*  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

*[Signature]*

# CITY OF RIVIERA BEACH



OFFICE OF  
BILLING & COLLECTION

P.O. BOX 9757

RIVIERA BEACH, FLORIDA 33419  
(561) 845-4050  
FAX (561) 845-8843

\*\*\*\*\* I N V O I C E \*\*\*\*\*

Page 1

RIVIERA BEACH C.R.A.  
2001 BROADWAY SUITE 300

RIVIERA BEACH, FL 33404

INVOICE NO: 23162334  
INVOICE DT: 09/24/12

TERMS: NET 30 DAYS  
DUE DT: 10/25/12

CUSTOMER NO: 9022  
REFERENCE:

LINE DESCRIPTION	QTY	PRICE	TOTAL
1 POLICE SERVICES: JUNE 2012	1.00	10,932.6600	10,932.66
2 POLICE SERVICES: JULY 2012	1.00	10,932.6600	10,932.66
3 POLICE SERVICES: AUGUST 2012	1.00	10,932.6600	10,932.66
4 POLICE SERVICES: SEPTEMBER 2012	1.00	10,932.6600	10,932.66
		SUBTOTAL:	43,730.64
		INVOICE DUE:	43,730.64

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**POLICE DEPARTMENT****INTER-DEPARTMENT COMMUNICATION**

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**TO: KAREN HOSKINS, INTERIM FINANCE DIRECTOR****FROM: MICHAEL MADDEN, ACTING ASSISTANT CHIEF OF POLICE** *MM July***RE: CRA - QUARTERLY BILLING - FINAL BILLING  
JUNE 2012 - SEPTEMBER 2012****DATE: SEPTEMBER 21, 2012**

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Please bill the CRA - Clean and Safe Program for the following months for Police Services:

<u>Month</u>	<u>Amount</u>
June 2012	\$10,932.66
July 2012	\$10,932.66
Aug 2012	\$10,932.66
Sept 2012	\$10,932.66
<b>TOTAL</b>	<b>\$43,730.64</b>

This amount reflects Police Officer services only.

Thank you.

MM:lag

FILE: DATA\DOC\FINANCE\_CRA QUARTERLY BILLING REQUEST

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: City of Riviera Beach  
 Control No.: \_\_\_\_\_ Invoice No.: 23162333  
 Invoice Date: 9/21/12 Payment Amount: \$ 70,319.92  
 Project Supervisor/Responsible Official: \_\_\_\_\_

	Reviewed/Approved by
<input type="checkbox"/> Project "scope of work and deliverables" reviewed ?	
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input type="checkbox"/> Deliverables due with this invoice have been received ?	
<input type="checkbox"/> If final payment, have all deliverables been received ?	—
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>L. Corrales</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>L. Corrales</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>L. Corrales</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

*[Signature]*  
 Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

*Entered Here*



# CITY OF RIVIERA BEACH



OFFICE OF  
BILLING & COLLECTION

P.O. BOX 9757

RIVIERA BEACH, FLORIDA 33419  
(561) 845-4050  
FAX (561) 845-8843

\*\*\*\*\* I N V O I C E \*\*\*\*\*

Page 1

RIVIERA BEACH C.R.A.  
2001 BROADWAY SUITE 300

RIVIERA BEACH, FL 33404

-----  
INVOICE NO: 23162333  
INVOICE DT: 09/21/12

TERMS: NET 30 DAYS  
DUE DT: 10/22/12

CUSTOMER NO: 9022  
REFERENCE: -----

LINE DESCRIPTION	QTY	PRICE	TOTAL
1 REIMBURSEMENT: Q3 FISCAL YEAR 2012	1.00	70,319.9200	70,319.92
		SUBTOTAL:	70,319.92
		INVOICE DUE:	70,319.92

ORDER DESCRIPTION ANNUAL SALARY NET OF NET BENEFITS  
FURLOUGH

FY2012 BUDGET (SALARIES, NET BENEFITS)	MULTIPLIER	ANNUAL REIMB.	Reimbursement for 03/2012
--	------------	------------------	------------------------------

Community Development

Director, Comm. Development	\$ 114,774	\$ 17,543				
Staff Assistant	35,985	24,579				
P&Z Administrator	65,649	38,266				
	216,408	80,388				
			\$ 296,796	20%	\$ 59,359.16	\$ 14,839.79

Principal Planner 62,872 36,662

Sr.Planner/GIS Specialist 48,881 30,374

TOTALS 111,753 67,036

178,789 10% 17,878.88 \$ 4,469.72

Human Resources

Annual Compensation for Coordinating Employee Benefits 15,000

Personnel Searches 1,500 1 1,500

Business Development

Business Development Manager 62,942 37,049

62,942 37,049

99,992 0% - \$ -

Public Relations

Public Relations & Media Mgr 65,646 37,908

65,646 37,908

103,554 30% 31,066.12 \$ 7,766.53

Multimedia Specialist 53,642 32,514

53,642 32,514

86,156 - \$ -

Public Works

FY2012 BUDGET (SALARIES INCL BENEFITS)	MULTIPLIER	ANNUAL REIMB.	Reimbursement for FY 2012
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ORDER DESCRIPTION

ANNUAL SALARY NET OF NET BENEFITS FURLOUGH

City Engineer 87,346 48,016

135,362 20% 27,072.34 \$ 6,768.09

Other Employees

Staff Assistant, Senior 40,300 26,518  
 Superintendent, Public Works 61,082 36,213  
 Staff Assistant 37,820 11,300  
 Director, Public Works 92,777 50,457  
 Engineering Technician 48,410 30,162  
 Facilities Manager 57,437 34,219

526,695 5% 26,334.77 \$ 8,583.69

Police Dept - Code Enforcement

Personnel Budget

Code Enforcement Officer 34,183 23,769  
 Code Enforcement Officer 34,174 23,765  
 Code Enforcement Technician 31,521 22,572  
 Code Enforcement Officer 40,771 26,730  
 Code Enforcement Officer 34,174 23,765  
 Code Enforcement Officer 40,052 26,406  
 Code Administrator 67,481 39,089  
 Code Enforcement Supervisor 51,386 31,856  
 Code Enforcement Technician 32,463 22,996  
 Code Enforcement Technician 36,382 24,757  
 Code Enforcement Officer 34,174 23,765

726,231 7.5% 54,467.36 \$ 13,616.84

Operating & Capital Budget

Utilities Department

Utilities Engineer 79,385 44,439

123,823 10% 12,382.33 \$ 3,095.58

FY2012 BUDGET (SALARIES+INCL BENEFITS)	MULTIPLIER	ANNUAL REIMB.	Reimbursement for 08/2012
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ORDER DESCRIPTION ANNUAL SALARY NET OF NET BENEFITS  
FURLOUGH

Other Employees			
Water/Sewer Systems Superint	62,025	36,637	
Executive Assistant	41,267	26,952	
Engineering Technician	41,515	27,064	
GIS/CADD Technician	50,493	31,098	
Director, Utility	112,071	59,128	
Sr. Staff Assistant	37,250	25,147	
Engineering Technician, Sr.	45,930	29,048	
Accountant, Senior	48,385	30,151	
	<u>438,935</u>	<u>265,225</u>	

704,161 5% 35,208.03 \$ 8,802.01

Parks & Recreation  
CRA Eligible Activities:  
Hourly Cost for Use of Recreation Buses \*\*

100% 10,000.00  
100%

Other Services: Police Officers

100% 114.00 \$ 114.00

August Meeting - 3 Hours  
SECURITY GUARDS 3 HOURS

39.00 \$ 39.00  
\$ 70,319.92

## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Florida Coast Reporting

Control No.: \_\_\_\_\_ Invoice No.: 147927

Invoice Date: 8/7/12 Payment Amount: \$ 288.<sup>00</sup>

Project Supervisor/Responsible Official: \_\_\_\_\_

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>A. J. [Signature]</i>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>P. [Signature]</i>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<i>A. J. [Signature]</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>P. [Signature]</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>P. [Signature]</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>P. [Signature]</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

*[Signature]*  
Approving Authority

Date: \_\_\_\_\_

<input type="checkbox"/> Payment approved by the Board of Commissioners by Motion No. _____ or the Consent Agenda, at its meeting on _____. (If applicable)
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RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY

REQUISITION

Designation: \_\_\_\_\_

Date: 8/17/12

Paid By S Evans  
Credit Card  
Paid By T. Brown  
Credit Card  
Paid By D. Hatcher  
Credit Card

Deliver to: \_\_\_\_\_

QUANTITY	DESCRIPTION OF ITEM	FUND	ACCOUNT	UNIT PRICE	TOTAL
48	Pages Transcript of Aug 2, 2012 BBCDC meeting			6.00	288.00
			Total		\$288.00

APPROVED BY:  
*Annette Jenkins*

PURPOSE:  
Transcribe BBCDC Board Meeting

SUGGESTED VENDOR:  
Florida Court Reporting

QUOTES

VENDOR	UNIT PRICE	TOTAL	DELIVER
1			
2			
3			

COMMENTS: Inv # 147427 invoice date 8/7/12  
Job # 98448 Job Date 8/2/2012

BUYER: Annette Jenkins  
RECEIVED BY: RBCRA  
DATE RECEIVED: 8/2/12

# INVOICE

Florida Court Reporting  
2161 Palm Beach Lakes Blvd.  
Suite 302  
West Palm Beach FL 33409  
Phone:561-689-0999 Fax:561-689-2899

<b>Invoice No.</b>	<b>Invoice Date</b>	<b>Job No.</b>
147927	8/7/2012	98448
<b>Job Date</b>	<b>Case No.</b>	
8/2/2012		
<b>Case Name</b>		
Riviera Beach Community Development Corporation		
<b>Payment Terms</b>		
Due upon receipt		

Tocarra Thomas  
Riviera Beach Community Development Corporation  
2001 Broadway  
Suite 300  
Riviera Beach FL 33404

**Transcript of:**

Riviera Beach CDC meeting (August 2, 2012)

48.00 Pages @ 6.00 288.00  
**TOTAL DUE >>> \$288.00**

We appreciate your business!

Past due balance in excess of 30 days shall bear interest at the maximum rate allowable by law. Client agrees to pay all costs of collection, including attorney's fees.

(-) Payments/Credits: 0.00  
(+) Finance Charges/Debits: 0.00  
**(=) New Balance: 288.00**

**Tax ID:** 65-0466508

Phone: 561-844-3408 Fax:561-881-8043

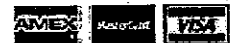
*Please detach bottom portion and return with payment.*

Tocarra Thomas  
Riviera Beach Community Development Corporation  
2001 Broadway  
Suite 300  
Riviera Beach FL 33404

Job No. : 98448 BU ID : WPB  
Case No. :  
Case Name : Riviera Beach Community Development Corporation  
Invoice No. : 147927 Invoice Date : 8/7/2012  
**Total Due : \$ 288.00**

Remit To: **Florida Court Reporting**  
**2161 Palm Beach Lakes Blvd.**  
**Suite 302**  
**West Palm Beach FL 33409**

**PAYMENT WITH CREDIT CARD**



Cardholder's Name: \_\_\_\_\_  
Card Number: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_ Phone#: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Zip: \_\_\_\_\_ Card Security Code: \_\_\_\_\_  
Amount to Charge: \_\_\_\_\_  
Cardholder's Signature: \_\_\_\_\_

*Intend Alie*

## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Florida Court Reporting

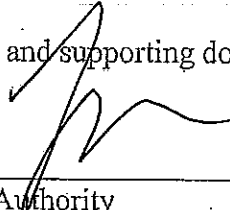
~~Control No. Res No 2012-06 Invoice No. 148235~~

Invoice Date: 9/20/12 Payment Amount: \$ 138.00

Project Supervisor/Responsible Official: Darlene Hatcher

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>DH</i>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>DH</i>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<i>DH</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	-
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>A. Daniels</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	-
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>A. Daniels</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>A. Daniels</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_. (If applicable)

*Entered Office*



# INVOICE

Florida Court Reporting  
2161 Palm Beach Lakes Blvd.  
Suite 302  
West Palm Beach FL 33409  
Phone:561-689-0999 Fax:561-689-2899

<b>Invoice No.</b>	<b>Invoice Date</b>	<b>Job No.</b>
148235	9/20/2012	98669
<b>Job Date</b>	<b>Case No.</b>	
9/12/2012		
<b>Case Name</b>		
Riviera Beach Community Redevelopment Agency		
<b>Payment Terms</b>		
Due upon receipt		

Tony Brown, Executive Director  
Riviera Beach Community Redevelopment Agency  
2001 Broadway  
Suite 300  
Riviera Beach FL 33404

Original transcript of:

9-12-12 CRA meeting

23.00 Pages @ 6.00 138.00

**TOTAL DUE >>> \$138.00**

We appreciate your business!

Past due balance in excess of 30 days shall bear interest at the maximum rate allowable by law. Client agrees to pay all costs of collection, including attorney's fees.

## RECEIVED

SEP 21 2012

RIVIERA BEACH COMMUNITY  
REDEVELOPMENT AGENCY

**Tax ID:** 65-0466508

Phone: 561-844-3408 Fax:561-881-8043

*Please detach bottom portion and return with payment.*

Job No. : 98669 BU ID : WPB  
Case No. :  
Case Name : Riviera Beach Community Redevelopment Agency  
Invoice No. : 148235 Invoice Date : 9/20/2012  
**Total Due : \$ 138.00**

Tony Brown, Executive Director  
Riviera Beach Community Redevelopment Agency  
2001 Broadway  
Suite 300  
Riviera Beach FL 33404

Remit To: **Florida Court Reporting**  
**2161 Palm Beach Lakes Blvd.**  
**Suite 302**  
**West Palm Beach FL 33409**

### PAYMENT WITH CREDIT CARD



Cardholder's Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Phone#: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Zip: \_\_\_\_\_ Card Security Code: \_\_\_\_\_

Amount to Charge: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

*0 + 1 4.*

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Florida Fishing Academy

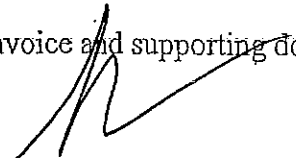
Control No.: \_\_\_\_\_ Invoice No.: 008

Invoice Date: 10/3/12 Payment Amount: \$ 2,500

Project Supervisor/Responsible Official: Annella Jenkins

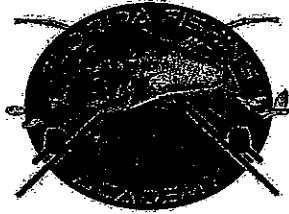
	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>AP</i>
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>AP</i>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<i>AP</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	<i>L</i>
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>P. Daniels</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<i>-</i>
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>P. Daniels</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>P. Daniels</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)



# INVOICE

Florida Fishing Academy  
7067 Peninsula Court  
Lake Worth, Fla. 33467  
Phone: (561) 740-7227 Fax: (561) 963-2773

INVOICE #008  
DATE: OCTOBER 3, 2012

**TO:**  
Riviera Beach Community Redevelopment Agency  
2001 Broadway #300  
Riviera Beach, FL 33404  
Ph. 561-844-3408, Fax 561-881-8043  
Att: Toccarra Thomas

**FOR:**  
Report for September 2012 from August 26 to September 26

DESCRIPTION	Service Dates	AMOUNT DUE
Services rendered  Note: Refer to Monthly Report	Report for September 2012 from August 26 to September 26	\$2,500
		\$2,500

## Class Overview

### 9/1 Fishing

- The three Riviera Beach students fished behind the academy vessel and caught a number of yellowtail.

### 9/8 Kayaking

- The three Riviera Beach students kayaked around the bay at Peanut Island while other students snorkeled and swam near shore.

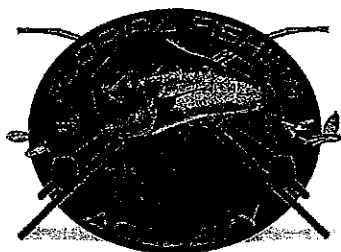
### 9/15 TLC center fishing and snorkeling

- The two Riviera Beach students fished behind the academy vessel and caught a number of yellowtail snappers.

### 9/22 Cancelled due to rain and lightning

Make all checks payable to **Florida Fishing Academy**

**Thank you for your business!**



ATTN: Annetta Jenkins  
Riviera Beach CRA  
2001 Broadway STE 300  
Riviera Beach Fl, 33404

Re: September 2012 Report (August 27 to September 26)

Hi, Annetta,

This reporting period, largely because of the start of the new school year and poor weekend weather, we had a slow month and handed out 8 single-day scholarships to Riviera Beach residents.

So far this year, through September 26, the Community Boating Program has awarded 981 full single-day scholarships to Riviera Beach residents. Another 248 nonresidents attended at no cost, courtesy of the FFA's own resources. Let's be clear – that means no one who attended the program was asked to pay. We also logged 547 volunteer hours to date from our returning high school students and a Maine visitor, all of whom have submitted their information for background clearances. Because no one who showed up at the Riviera Beach Community Boating Program was asked to pay, there are no partial scholarships to report. Here's the month-to-month breakdown:

- January: 52 residents, 20 nonresidents and 12 volunteer hours
- February: 64 residents, 21 nonresidents and 140 volunteer hours
- March: 85 residents, 63 nonresidents and 54.4 volunteer hours
- April: 46 residents, 2 nonresidents and 14.75 volunteer hours
- May: 31 residents, 0 nonresidents and 15.75 volunteer hours
- June: 149 residents, 3 nonresidents and 89 volunteer hours
- July: 212 residents, 131 nonresidents and 221 volunteer hours
- August: 334 residents, 24 nonresidents and 0 volunteer hours
- September: 8 residents, 8 nonresidents and 0 volunteer hours

From August 26 to September 26, 8 one-day scholarships were given to Riviera residents for Saturday classes. Here's a breakdown of those 8 sessions. Please note that all the following students are from Riviera Beach. More detail on the dates of specific camps and classes are provided in the attached spreadsheet:

- 5 students participated in a single-day fishing expedition – 3 on 9/1, 2 on 9/15
  - 3 students participated in a single-day kayaking expedition on Sept. 8
- List of Staff (all the staff have submitted all their paperwork for the required background checks and have confirmation of receipt):

- Robert Cawood (fulltime FFA employee) attended 5 sessions

List of Academy Volunteers:

- We had 0 volunteer hours for the August reporting period.

**Locations Serviced**

- Riviera Beach Marina
- Bicentennial Park

**Monthly Community Event Preparation**

Planning took place with

- Robert Cawood
- Rich Brochu

**Post-Monthly Community Event Report**

We held a community cleaning day event on September 15, but no one showed. We need the CRA's assistance in marketing efforts to adequately penetrate the target audience, as agreed to in our contract.

**List of additional Community Partners (classes)**

- None

**Bimonthly Shore and Waterway Cleanup**

- No one showed

**Class Overview**

9/1 Fishing

- The three Riviera Beach students fished behind the academy vessel and caught a number of yellowtail.

9/8 Kayaking

- The three Riviera Beach students kayaked around the bay at Peanut Island while other students snorkeled and swam near shore.

9/15 TLC center fishing and snorkeling

- The two Riviera Beach students fished behind the academy vessel and caught a number of yellowtail snappers.

9/22 Cancelled due to rain and lightning

Thank you,

*Captain Richard Brochu*

Executive Director

Florida Fishing Academy, Inc

7067 Peninsula Court

Lake Worth, FL 33467

561-740-7227

## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: J. Michael Haygood, P.A.

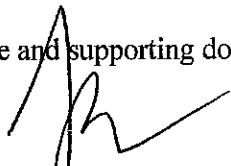
Control No.:           -           Invoice No.:           -          

Invoice Date: Oct 2, 2012 Payment Amount: \$ 7,367.<sup>00</sup>

Project Supervisor/Responsible Official: Tony T. Brown

	Reviewed/Approved by
<input type="checkbox"/> Project "scope of work and deliverables" reviewed ?	
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input type="checkbox"/> Deliverables due with this invoice have been received ?	-
<input type="checkbox"/> If final payment, have all deliverables been received ?	-
<input type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	-
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	-
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>P. Connelly</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>P. Connelly</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_. (If applicable)

**J. MICHAEL HAYGOOD, P.A.**  
**ATTORNEY AT LAW**

---

701 Northpoint Parkway  
Suite 209  
West Palm Beach, FL 33407

Mailing Address:  
P.O. Box 3183  
West Palm Beach, FL 33407  
Tel: 561-684-8311  
Fax: 561-686-8764  
E-Mail: [mhaygood@haygoodlaw.com](mailto:mhaygood@haygoodlaw.com)

October 2, 2012

Tony Brown  
Executive Director  
Riviera Beach CRA  
Bank of America Financial Centre  
Riviera Beach, FL 33404

---

For Professional Services Rendered: **General Administration**

09/04/2012	Participation in agenda review.	.90 hours	\$238.50
09/05/2012	Preparation of resolution adopting budget1	.7 hours	\$185.50
09/06/2012	Review and edit of proposed interlocal with City re: public safety..	2.4 hours	\$636.00
09/10/2011	Preparation of Utility burial agreement and resolution authorizing execution.	1.5 hours	\$397.50
09/12/2011	Attendance at CRA meeting.	2.4 hours	\$636.00
09/18/2012	Review of Resolution re: Economic Development.	.7 hours	\$185.50
09/21/2012	Review of Interlocal w/City re: utility burial.	.9 hours	\$238.50
09/25/2012	Attendance at meeting with Ryan, Jarolem and Huber re: Ocean Mall.	2.4 hours	\$636.00
09/25/2012	Attendance at CRA staff meeting.	1.7 hours	\$450.50
09/26/2012	Review of Interlocal agreement between City and CRA re: funding for public service.	2.6 hours	\$689.00



**J. MICHAEL HAYGOOD, P.A.**  
**ATTORNEY AT LAW**

---

09/28/2012 Preparation of PSA for Palm Beach Consulting and resolution approving.  
1.9 hours \$503.50

**Subtotal: \$4,796.50**

For professional services rendered for Marina Development:

09/07/2012 Preparation of resolution approving work order #2 1.5 hours \$397.50

09/13/2012 Attendance at City/CRA meeting. 2.5hours \$662.50

09/14/2012 Review of proposed work order from Gilbane. 2.7 hours \$715.50

09/27/2012 Meeting with CRA/City staff. Re: Marina. 3.0 hours \$795.00

**Subtotal \$2,570.50**

**TOTAL DUE \$7,367.00**

## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Links Design + Print

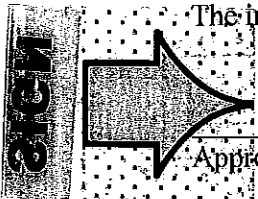
Control No.: \_\_\_\_\_ Invoice No.: 1665

Invoice Date: 9/7/12 Payment Amount: \$ 60.

Project Supervisor/Responsible Official: DeeLise Hatcher

	Reviewed/Approved by
<input type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>DH</i>
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>DH</i>
<input type="checkbox"/> Deliverables due with this invoice have been received ?	<i>DH</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	<u>                    </u>
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>D. Connelly</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<u>                    </u>
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>D. Connelly</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>D. Connelly</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.



\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

<input type="checkbox"/> Payment approved by the Board of Commissioners by Motion No. _____ or the Consent Agenda, at its meeting on _____. (If applicable)
---

# LINKS

Design & Print

Connecting Your Business to the World

## Invoice

Date	Invoice #
9/7/2012	1665

<b>Bill To</b>
Riviera Beach CRA Scott Evans 2001 Broadway, Suite 300 Riviera Beach, Fl 33404

<b>Job Title</b>
CDE Letter/Flyer

Quantity	Description	Price
	Graphic Design Services - revise flyer and create print ready file(pdf and word)	60.00

WE APPRECIATE YOUR BUSINESS.  
THANK YOU.

We accept checks and major credit cards.  
An additional 3% processing fee will be applied to all credit card payments.

<b>Subtotal</b>	\$60.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$60.00

Links Design and Print LLC  
203 Palmetto Court  
Jupiter, Florida 33458

Office Hours: Monday-Friday 8:00am to 5:00pm  
Office: 561-747-1282  
Email: [service@linksdesignprint.com](mailto:service@linksdesignprint.com)



## **Riviera Beach Community Redevelopment Agency**

*Florida's Dynamic and Diverse Waterfront Community*

### **RIVIERA BEACH CDE, INC.: REQUEST FOR NEW MARKETS TAX CREDITS**

The Riviera Beach CRA (RBCRA) has applied to the U.S. Treasury, CDFI Fund (September 2012) for \$32.4 million in New Markets Tax Credit (NMTC) authority to revitalize the municipal marina and create a regional marketplace destination. If awarded, Riviera Beach has committed to use the capital to build the Palm Beach Public Market and Newcomb Hall Conference Center; including a parking structure to accommodate the new development. The NMTC Program attracts investment capital to low-income communities by permitting individual and corporate investors to receive a tax credit against their Federal income tax return in exchange for making equity investments in specialized financial institutions called Community Development Entities (CDEs). RBCRA created the Riviera Beach CDE to raise private capital to help finance redevelopment activities in its service area. BB&T Bank and Fifth Third Bank pledged private funding for \$65 million subject to an allocation of NMTCs.

The City-owned Marina is the centerpiece for our redevelopment initiatives. The Riviera Beach Marina District is the last prime waterfront redevelopment opportunity in South Florida. After years of false starts, economic declines and delays, the project is positioned to take advantage of regional growth opportunities and local strengths that together will maximize untapped economic potential beneficial to the City, County and Region.

The Marina District will include a "Civic Neighborhood" to ensure public access to Palm Beach County's highly coveted Intracoastal Waterway. The Civic Neighborhood is part of an integrated plan to make room for a mixed-use marketplace valued in excess of \$800 million that is designed to completely transform the city into a regional entertainment destination and major job haven for the marine industry.

#### **About the Redevelopment Plan**

The vision behind Marina redevelopment is to create a regional marina marketplace destination. A strong location and a well-defined and thriving marine industry cluster have all emerged to position Riviera Beach as an international gateway for employment and innovation. The Riviera Beach marine industry is a major economic hub for South Florida's 162,000 marine jobs, representing \$5 billion in wages and billions more in direct and indirect economic output.

The Palm Beach Public Market is a public-public venture between Palm Beach County, the Treasure Coast Regional Planning Council, the City of Riviera Beach and the RBCRA. The Public Market is designed to house 59 separate businesses clustered in a unique setting. The target list of tenants will include:

- 43 stalls dedicate to local products
- 12 include organic products
- 30 primary fresh foods
- 4 restaurants
- 5 prepared food stalls or food to go
- 15 – 20 farmers and 30 – 40 craftspeople



**For More Information: Go to [www.rbcra.com](http://www.rbcra.com) or Contact Tony Brown at [tbrown@rbcra.com](mailto:tbrown@rbcra.com)**

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Nexmill, Inc.

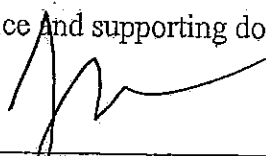
Control No.: Res No. 2012-07 Invoice No.: 2242

Invoice Date: 9/27/12 Payment Amount: \$ 805.00

Project Supervisor/Responsible Official: Darlene Hatcher

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>DH</i>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<i>DH</i>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<i>DH</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>P. Powell</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>P. Powell</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>P. Powell</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

  
\_\_\_\_\_  
Approving Authority

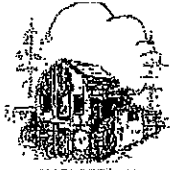
Date: \_\_\_\_\_

*Balance after this pymt = \$10,308.<sup>60</sup>*

*P.O. 2012-07*

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_. (If applicable)

*Entered Alie*



# Nexmill, Inc.

222 Lakeview Ave #160-225  
West Palm Beach, FL 33401  
(561) 351-5906

Invoice No. 2242

## INVOICE

### Customer

Name Riviera Beach CRA  
Address 2001 Broadway #300  
City Riviera Beach State FL 33404  
Phone 561-844-3408

Date 9/27/2012  
Order No. \_\_\_\_\_  
Period \_\_\_\_\_  
Terms on receipt

Qty	Description	Unit Price	TOTAL
2.50	Computer Work 9/17 meeting w/ DH, SE re server issues, recommendations for server/network equipment; look at current logs/backup; - survey existing equipment; coord w/ AJ re equipment need - TNT: discuss database projects, help Arnold w/ comp malware and browser issue	\$115.00	\$287.50
1.00	9/18 summarize computing equipment needs; start specs	\$115.00	\$115.00
1.25	9/19 work on quotes for AJ and server equipment - coord w/ DH re equipment purchases, submit AJ quotes	\$115.00	\$143.75
1.25	9/25 work to determine hardware/software upgrade path; coord w/ Scott	\$115.00	\$143.75
1.00	September Server Monitoring	\$115.00	\$115.00
		SubTotal	\$805.00
		Shipping & Handling	
		Taxes	
		<b>TOTAL</b>	<b>\$805.00</b>

### Payment Details

- Cash
- Check
- Credit Card

Name N/A  
CC # N/A  
Expires N/A

Office Use Only

Thank you for your business

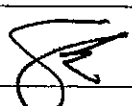




# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: TCRPC

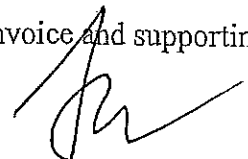
Control No.: Res 2012-26 Invoice No.: 1

Invoice Date: \_\_\_\_\_ Payment Amount: \$ 2,250

Project Supervisor/Responsible Official: Scott Avdas

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	
<input type="checkbox"/> If final payment, have all deliverables been received ?	—
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	

The invoice and supporting documentation have been reviewed and it is approved for payment.

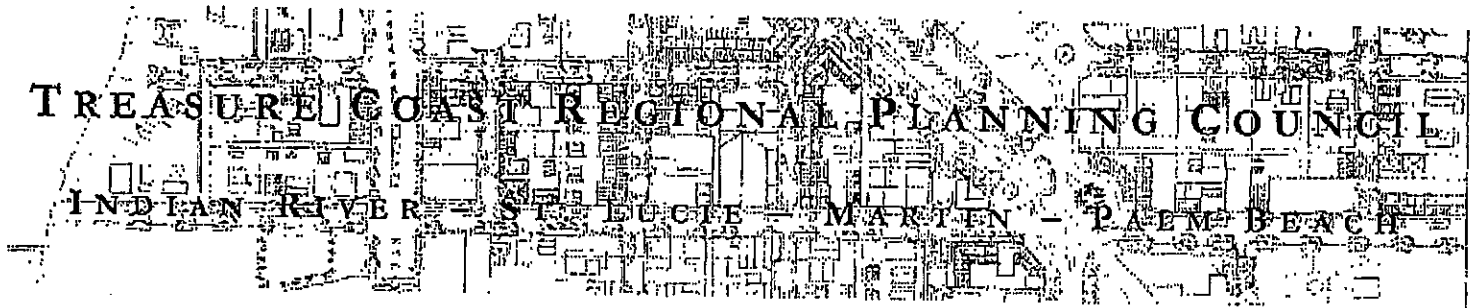
  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

P.O. 2012-13

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

*Entered John*



INVOICE #1

Agreement between Riviera Beach CRA and TCRPC for Professional Planning Services.

Amount of Contract	\$ 4,500.00
Fifty percent (50%) at signing of the proposal Now Due	2,250.00
Balance Remaining	\$ 2,250.00

TCRPC  
(F-66)

*"Regionalism One Neighborhood At A Time"- Est.1976*

421 SW Camden Avenue - Stuart, Florida 34994  
Phone (772) 221-4060 - Fax (772) 221-4067 - [www.tcrpc.org](http://www.tcrpc.org)



# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: TCRPC

Control No.: Res 2012-06 Invoice No.: 2

Invoice Date: 9/21/12 Payment Amount: \$ 2250

Project Supervisor/Responsible Official: Scott Evans

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<i>[Signature]</i>
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<i>[Signature]</i>
<input type="checkbox"/> If final payment, have all deliverables been received ?	—
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	<i>[Signature]</i>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>[Signature]</i>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<i>[Signature]</i>

The invoice and supporting documentation have been reviewed and it is approved for payment.

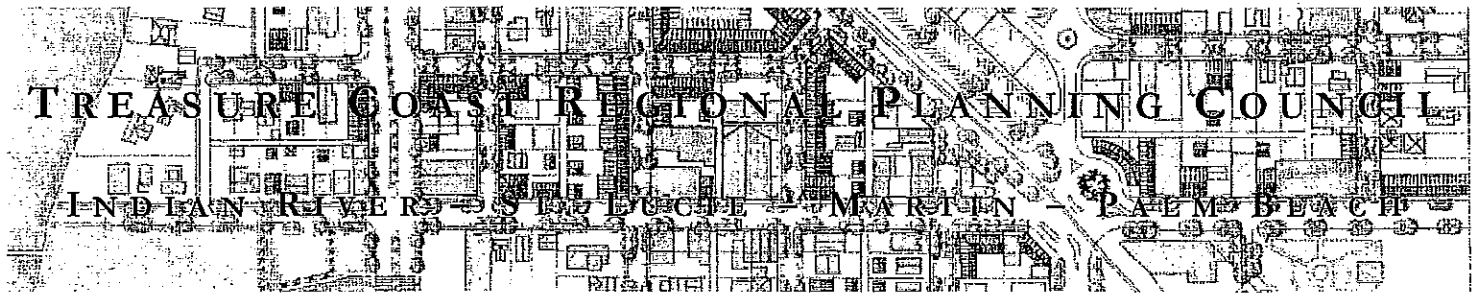
*[Signature]*  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

P.O. 2012-13

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

*[Signature]*



INVOICE #2

RECEIVED

SEP 25 2012

RIVIERA BEACH COMMUNITY  
DEVELOPMENT AGENCY

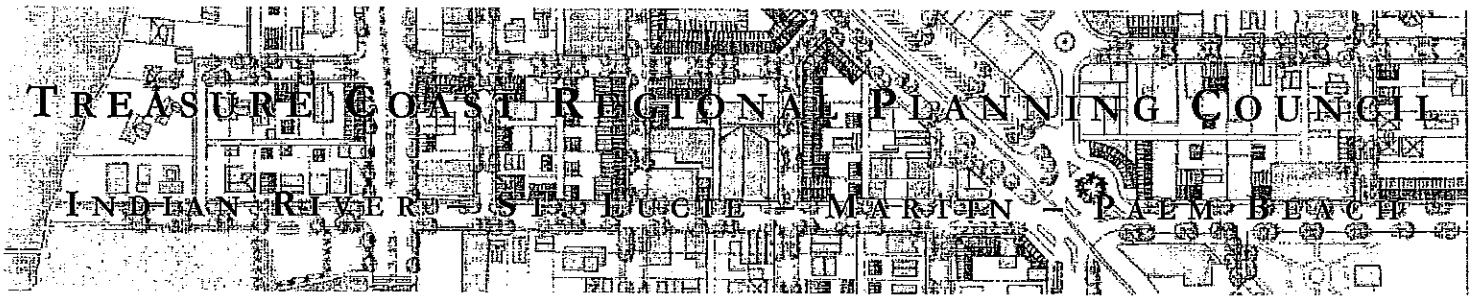
Agreement between Riviera Beach CRA and TCRPC for Professional Planning Services.

Amount of Contract	\$ 4,500.00
Previously invoiced/outstanding (Invoice #1 dated Aug. 8, 2012)	2,250.00
Fifty percent (50%) due at completion of the final draft grant	2,250.00
Total Now Due	\$ 4,500.00
Balance Remaining	\$ 0.00

TCRPC  
(F-66)

*"Regionalism One Neighborhood At A Time"- Est.1976*

421 SW Camden Avenue - Stuart, Florida 34994  
Phone (772) 221-4060 - Fax (772) 221-4067 - [www.tcrpc.org](http://www.tcrpc.org)



September 21, 2012

RECEIVED

SEP 25 2012

RIVIERA BEACH COMMUNITY  
REDEVELOPMENT AGENCY

Mr. Tony Brown  
Executive Director  
Riviera Beach Community Redevelopment Agency  
2001 Broadway, Suite 300  
Riviera Beach, FL 33404

Subject: Riviera Beach Marina Renovation and Mega Yacht Facility Project

Dear Mr. Brown:

Attached is invoice #2 in the amount of \$2,250.00 due at completion of the final draft grant.

Please remit \$2,250.00 as outlined in the agreement signed August 7, 2012. Thank you in advance for your prompt attention to this matter.

Sincerely,

Sandra M. Gippert  
Accounting Manager

TCRPC  
(F-66)

*"Regionalism One Neighborhood At A Time"- Est.1976*

421 SW Camden Avenue - Stuart, Florida 34994  
Phone (772) 221-4060 - Fax (772) 221-4067 - [www.tcrpc.org](http://www.tcrpc.org)

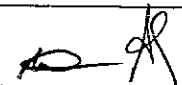
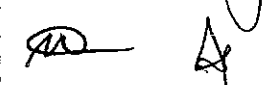
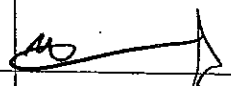



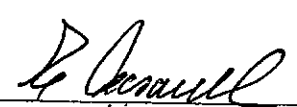
# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Treehuggers

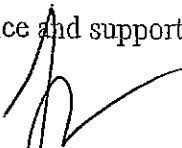
Control No.: \_\_\_\_\_ Invoice No.: 2751

Invoice Date: 9/18/12 Payment Amount: \$ 2,358.75

Project Supervisor/Responsible Official: Toccara Thomas

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	
<input type="checkbox"/> If final payment, have all deliverables been received ?	
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	

The invoice and supporting documentation have been reviewed and it is approved for payment.

  
\_\_\_\_\_  
Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

Tree Huggers Landscaping & Nursery LLC

13615 61 Lane North  
West Palm Beach, FL 33412

# Invoice

Date	Invoice #
9/18/2012	2751

<b>Bill To</b>
Riviera Beach CRA Tocarra Thomas 2001 Broadway, Suite 300 Riviera Beach, FL 33404

Terms	Due Date
Net 30	10/18/2012

Description	Qty	Rate	Amount
Landscape Maintenance Services (09/2012)		2,358.75	2,358.75
Thank you for your business.		<b>Total</b>	\$2,358.75
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$2,358.75

Phone #	Fax #
561-319-4131	561-795-6761

**RIVIERA BEACH CRA**  
**LANDSCAPE MAINTENANCE**  
**09/2012 REPORT**

**Known Issues**

Battery operated valves on the SW corner of Broadway and 13 need replacing. The timer at the east end and the center needs replacement. No change for Sept. Daily rains have prevented any problems up to this point but the dry season is coming and a decision should be made by the city as to what they would like to do to correct this matter.

**Landscaping Status**

(poor, fair, good, exceptional)

Overall site conditions are good. The heavy rains and winds from tropical storm Isac had minimal impact on the landscaping. We did have to straighten a few trees that were leaning due to a combination of moderate to heavy winds and heavy soil saturation.

**Irrigation Status**

(poor, fair, good, exceptional)

As stated above, the battery operated valves on the SW corner of Broadway and 13 still have not been replaced and we are awaiting approval from the City. The timer at the east end and the center also are awaiting approval for replacement. They are functional but have programming problems. No change for Sept.

**Theft or death or plant material**

No new theft or die off for Sept.

**Any special events that occurred above and beyond regular maintenance**

All trees were lifted and all hedges had a hard cut back performed on them to encourage a thicker appearance. The Jatropia along the side walk was also lifted up and away from pedestrian traffic.

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: William B. Frouge, PhD

Control No.: \_\_\_\_\_ Invoice No.: 1

Invoice Date: 10/1/12 Payment Amount: \$ 3,150

Project Supervisor/Responsible Official: [Signature]

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	[Signature]
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	[Signature]
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	[Signature]
<input type="checkbox"/> If final payment, have all deliverables been received ?	—
<input checked="" type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	[Signature]
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	—
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	[Signature]
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment. <u>P.O. 2012-19</u>	[Signature]

The invoice and supporting documentation have been reviewed and it is approved for payment.

[Signature]  
Approving Authority

Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. \_\_\_\_\_ or the Consent Agenda, at its meeting on \_\_\_\_\_ (If applicable)

*Entered via*

**William B. Stronge Ph.D.**

Economic Consulting + Comprehensive Planning + Market Research  
270 NW 38<sup>th</sup> St. Boca Raton, Florida 33431 Tel and Fax 561-750-6761 Email: [JStronge@msm.com](mailto:JStronge@msm.com)

**INVOICE No. 1**

1 October 2012

Ms. Annetta Jenkins  
Community Development Officer  
Riviera Beach Community Redevelopment Agency  
2001 Broadway, Suite 300  
Riviera Beach, FL 33404

Re Continuing Services Contract

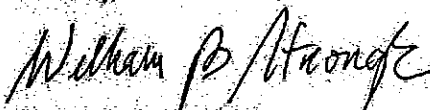
Dear Ms. Jenkins

Please consider this my invoice for work conducted under the Contract listed above.

Date	Project	Comments	Hours
8/1/2012	NMTC	Identify census tracts	1
8/2/2012	NMTC	Obtain census tract data	1
8/3/2012	NMTC	Memo to Tony Brown	1
8/13/2012	NMTC	Census tract and PBC incomes	1
8/14/2012	NMTC	Review last year's app on target regions	1
8/15/2012	NMTC	GT database from ACS income, unemp, pov	3
8/15/2012	NMTC	Memo to Keena Smith	2
8/20/2012	NMTC	Review Draft	6.5
8/27/2012	NMTC	Review Draft	1
8/30/2012	NMTC	Meeting with Tony & Annetta	3
9/3/2012	NMTC	Editing	0.5
9/4/2012	NMTC	Editing	0.25
9/5/2012	NMTC	Questions	0.25
9/18/2012	NMTC	Questions and Editing	1
Total	NMTC		22.5

**AMOUNT DUE:** 22.5 hours at \$140 per hour \$3,150

Sincerely,



William B. Stronge Ph.D.  
FEIN 26-1275293

OK  
