

2. **REQUEST FOR THE APPROVAL OF CONSULTANTS'/VENDORS' INVOICES: Broadway Re-Investment Coalition (BRIC) - \$5,500.00; J. Michael Haygood, PA - \$8562.00; Total Due: \$14,062.00 (ATTACHMENT - #2)**

Professional Services Invoices for Board Approval

Broadway Re-investment Coalition (BRIC) 5,500.00

J. Michael Haygood 8,562.00

\$14,062.00

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

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West Palm Beach, FL 33401

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February 1, 2011

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

For Professional Services Rendered: **General Administration**

| | | | |
|------------|--|-----------|----------|
| 01/04/2011 | Review and revised proposed professional service agreement service agreement for BRIC. | 1.5 hours | \$397.50 |
| 01/04/2011 | Review OF Spanish courts lease file and preparation of correspondence to Tony Brown. | .8 hours | \$212.00 |
| 01/05/2011 | Telephone conference with Scott Evans and Tony Brown. | .6 hours | \$159.00 |
| 01/05/2011 | Review and revised comments to draft of BRIC contract. | .5 hours | \$132.50 |
| 01/06/2011 | Review and revised proposed resolutions for amendments to the budget and approval of grant incentive grant for Pappas. | 2.5 hours | \$662.50 |
| 01/12/2011 | Attendance at CRA meeting. | 2.0 hours | \$530.00 |
| 01/18/2011 | Research of CRA statute re: rebate of TIF payment. | 2.7 hours | \$715.50 |
| 01/19/2011 | Drafted memo re: TIF rebate; telephone conference with CRA re: rebate of TIF. | 2.0 hours | \$530.00 |

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|---|--|-----------|------------------|
| 01/25/2011 | Review and preparation of response to proposed Executive Director Advisory Committee. | 1.2 hours | \$318.00 |
| 01/26/2011 | Preparation of professional service agreement for community boating study. | 1.8 hours | \$477.00 |
| 01/26/2011 | Review of proposed contract for maintenance for 13 th Street landscaping. | 1.2 hours | \$318.00 |
| 01/27/2011 | Telephone conference with T. Thomas re: contract for landscaping. | .4 hours | \$106.00 |
| 01/27/2011 | Review of proposed professional contract for Palm Beach Consulting. | 1.5 hours | \$397.50 |
| 01/31/2011 | Telephone conference with Tony Brown and Scott Evans re: agenda items. | .5 hours | \$132.50 |
| 01/31/2011 | Receipt, review and comments to proposed resolution authorizing execution of agreement for Palm Beach Consulting . | .9 hours | \$238.50 |
| 01/31/2011 | Receipt, review and comments to resolution authorizing execution of Skyers professional service agreement. | .7 hours | \$185.50 |
| 01/31/2011 | Receipt and review of proposed contract for maintenance of beach park; receipt and review of resolution authorizing execution of beach contract. | 1.9 hours | \$503.50 |
| Subtotal for General Administration 22.7 hours @\$265.00 | | | \$6015.50 |

For Services Rendered: **Marina**

| | | | |
|------------|---|-----------|----------|
| 01/19/2011 | Telephone conference with surveyor re: disclaimer; review of survey and title for disclaimer. | 2.1 hours | \$556.50 |
| 01/21/2011 | Attendance at meeting with City/CRA staff re: Marina. | 2 hours | \$530.00 |
| 01/24/2011 | Meeting with City/CRA staff re: Marina. | 1.5 hours | \$397.50 |
| 01/25/2011 | Review of proposed RFP for bond issue for improvements to Marina. | .7 hours | \$185.50 |

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01/25/2011 Proposed bond issue for Marina Improvements. 1.1 hours \$291.50

01/26/2011 Telephone conference with Pam Ryan, Glenn Torcivia and Christy
Goddeau. .7 hours \$185.50

Subtotal for Marina: 8.1 hours@ \$265.00 \$2146.50

Costs advanced: \$ 400.00

Filing Fee for appeal of Riviera Beach CRA v. Riviera Beach CTF (Circuit Court)
\$100.00

Filing Fee for appeal of Riviera Beach CRA v. Riviera Beach CTF (District Court)
\$300.00

TOTAL DUE \$8562.00

Broadway Re-Investment Coalition

Invoice No. ND 012

BRIC

P.O. Box 8561
West Palm Beach, FL 33407
(561) 840-7722

INVOICE

Customer

| | | | |
|---------|--|------|-----------------|
| Name | <u>Riviera Beach Beach/CRA</u> | Date | <u>2/1/2011</u> |
| Attn | <u>Tony Brown</u> | | |
| Address | <u>2001 Broadway</u> | | |
| City | <u>Riviera Beach, State FL ZIP 33404</u> | | |
| Phone | <u>844-3408</u> | | |

| Description | Unit Price | TOTAL |
|---|------------|-------|
| Work Completed This Period: Report Attached- Scope of Service For Month 12 January 2011 Business Retention/Expansion Business Attraction Coordination CRA/Broadway Database Infrastructure Improvements See Contract Work Report For January 2011 Payment Period: January 2011 To be made out to the Broadway Re-Investment Coalition, (BRIC), P.O. Box 8561 West Palm Beach Fl. 33407 Respectfully Submitted | \$5,500.00 | |

Payment Details

Cash
 Check
 Credit Card

Name _____

CC # _____

Expires _____

| | |
|-------------------------------|-------------------|
| Subtotal | \$5,500.00 |
| Balance Prior To This Payment | \$5,500.00 |
| Balance After This Payment | \$0.00 |
| TOTAL DUE | \$5,500.00 |

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Thank you

January 2011 CRA Report For:
The Broadway Reinvestment Coalition

Deliverables-

Month 11: December 2010

Business Retention/Expansion/Attraction

Results:

- Continued to work with CRA staff to distribute letters of commitment/contracts to businesses approved in June 2010/Round I & Round II
- Responded to over a dozen Round II applicants as to the results of the CRA Commission's incentive proposal decisions
- Finalized approval/denial letters to be sent to Round II applicants in January 2011
- Conducted "as-needed" site visits to Round I awardees

Coordination

Results:

- Held a Business Assistance Workshop for January 2011- approximately 60 people attended- invited Round I & Round II applicants
- Continued to discuss a grant request to start a business incubation & training center for Riviera Beach residents at the Marine Academy
- Met with CRA multiple times to draft 2011/12 BRIC contract- discussion tied to status of 2010/11 BRIC contract & resulting work needed for second contract
- Worked with CRA to agenda with approval of BRIC second contract at January 2011 CRA meeting
- Planned February 11, 2011 "Status Check" workshop meeting for Round I & Round II awardees-

CRA/Broadway Database

Results:

- Continued to monitor business data status for updates
- Utilized database for multiple inquiries