

## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Florida Fishing Academy  
 Control No.: 201019 Invoice No.: 1210  
 Invoice Date: 12/23/10 Payment Amount: \$ 2,500-  
 Project Supervisor/Responsible Official: Donnetta Jenkins

	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 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 checked="" type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<i>[Signature]</i>
<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>

*PLEASE SEE ATTACH*

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

*[Signature]*  
 Approving Authority

Date: 1-4-2017

Payment approved by the Board of Commissioners by Motion No. 2016-19 or the Consent Agenda, at its meeting on 10-26-16. (If applicable)



# INVOICE

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

**INVOICE # 1216**  
**Date: December 23, 2016**

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

**FOR:**  
Re: December 1, 2016 to December 31, 2016

DESCRIPTION	Service Dates	AMOUNT DUE
Services rendered  Note: Refer to Monthly Report	Re: December 1, 2016 to December 31, 2016	\$2,500
		\$2,500

**Class Overview: Please see attached report, Highlights section.**

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

**Thank you for your business!**



ATTN: Latoya James  
 Riviera Beach CRA  
 2001 Broadway STE 300  
 Riviera Beach FL, 33404

Re: DECEMBER 1, 2016 to DECEMBER 31, 2016

	Annual Target	Current Month	November 2016 To Date
Community Events	2	0	0
Riviera Residents-Single Sessions	550	14	40
Riviera Residents-Camp	140	0	0
Non-Residents-Single Sessions	0	34	78
Non-Residents-Camp	0	0	0
Classes	55	3	5
Weeks of Camp	7	0	0
Volunteer Hours	0	0	0

**Highlights**

The following was provided by FFA Program Director Capt. Bob Cawood:

12/3/16

After an extremely long week of decorating the boat ready for the annual Palm Beach Holiday Boat Parade, the kids had a great evening on the boat. The students have worked extremely hard this semester and deserved this night as a reward. We provided pizza, snacks and drinks for the students. We had an amazing night of eating, dancing, and singing. It was all topped off with a 2<sup>nd</sup> place win in the parade.

12/9/16

We had our final session of the year with the Village Academy students. The focus of the class was a review followed by some science and fun fish facts. The students are now ready to start fishing. We just hope it is still a little warm in January!

**Challenges**

No challenges to report

**Volunteer Names**

Nothing new to report.

**Community Partners**

Seagull Academy

**Compliance**

Nothing new to report.

**Innovation and News**

Nothing new to report.

**Pictures**





Thank you,  
*Captain Richard Brochu*  
Executive Director  
Florida Fishing Academy, Inc.  
7067 Peninsula Court  
Lake Worth, FL 33467  
561-740-7227