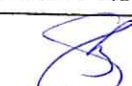


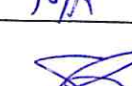


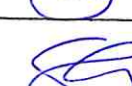


Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Torrcivia, Donlon, Goddeau, & Ansari, PA
 Control No.: NA Invoice No.: 15054
 Invoice Date: 7-12-17 Payment Amount: \$ 1675⁰⁰
 Project Supervisor/Responsible Official: Scott Evans

	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 ?	<u>N/A</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 ?	
<input checked="" 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: 8-2-17

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

entered 7-21-17

**TORCIVIA, DONLON,
GODDEAU & ANSAY, P.A.**

701 Northpoint Parkway, Suite 209
West Palm Beach, Florida 33407

Riviera Beach Community Redevelopment Agency
2001 Broadway, Suite 300
Riviera Beach, Fl 33404
Attn: Darlene Hatcher

561-686-8700
561-686-8764 fax
www.torcivilaw.com

July 12, 2017

In Reference To: *General Employment Matters*

Federal Tax ID 65-0195026

Invoice # 15054

Professional Services

		<u>Hours</u>	<u>Amount</u>
6/19/2017	LD Review and analyze multiple emails from Michael Haygood regarding employee matter	0.10	
	LD Review and analyze public records request and letter of representation; initial review and analysis of policies relating to same	0.20	
6/20/2017	LD Travel to and from CRA offices	0.40	NO CHARGE
	LD Meeting with Scott Evans, Darlene Hatcher and Michael Haygood regarding employee matters	1.40	
	LD Initial review and analysis of documents from client	0.30	
6/21/2017	LD Telephone conference with Scott Evans and staff regarding employee issue	0.10	
6/22/2017	LD Review and analyze multiple emails and attachments regarding employee issues	1.10	
	LD Telephone conference with Scott Evans regarding follow up on employee issue	0.10	
	LD Draft documents for Scott Evan's review and draft e-mail to Scott Evans regarding same	0.70	
6/26/2017	LD Telephone conference with Demetri Salloum regarding former employee	0.20	

		<u>Hours</u>	<u>Amount</u>
6/26/2017	CG Research on security system videos and exemption; conversation with M. Haygood and emailed M. Madden on issue; reviewed correspondence from Haygood on the records request and CRA review of same	0.60	
6/27/2017	LD Review and analyze multiple emails regarding former employee	0.20	
	CG Reviewed and responded to e-mail to M. Haygood on M. Barbary/records requested; emailed M. Haygood on hearsay issue	0.20	
6/28/2017	LD Review and analyze e-mail from Scott Evans regarding employee; edit letter to employee and respond to same	0.20	
	LD Telephone conference with Edwin Ferguson regarding former employee	0.20	
	LD Draft e-mail to Michael Haygood and Christy Goddeau regarding status of employee issue	0.10	
	CG Conversation with A/C M. Madden on records issue; emailed M. Haygood on same; reviewed e-mail from Lara Donlon on employment related issue	0.20	
6/29/2017	LD Telephone conference with Demetri Salloum regarding conformation of meeting	0.10	NO CHARGE
	LD Travel to and from Rafiki Tiki	0.40	NO CHARGE
	LD Meeting with Demetri Salloum	0.40	
	LD Telephone conference with Darlene Hatcher regarding follow up on employment matters	0.20	
6/30/2017	LD Telephone conference with Michael Haygood regarding update on employee issue	0.20	
For professional services rendered		7.60	\$1,675.00
Previous invoice balance			\$125.46
6/2/2017 Payment - Thank You. Check No. 5962			(\$125.46)
			(\$125.46)

	<u>Amount</u>
Total Balance due	<u><u>\$1,675.00</u></u>

Timekeeper Summary				
<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>	
Christy Goddeau, Shareholder	1.00	250.00	\$250.00	
Lara Donlon, Shareholder	5.70	250.00	\$1,425.00	
Lara Donlon, Shareholder	0.90	0.00	\$0.00	