






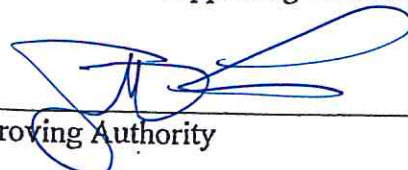


# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: TORRENTIA, DONLON GODDEAVE, Ansley, PA  
 Control No.: NA Invoice No.: 15208  
 Invoice Date: 9-12-17 Payment Amount: \$ 1077.29  
 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>NA</u>
<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 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.

  
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 Approving Authority

Date: 9/21/2017

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

**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.torcivialaw.com

September 12, 2017

In Reference To: *General Employment Matters*

*Federal Tax ID 65-0195026*

Invoice # 15208

Professional Services

		<u>Hours</u>	<u>Amount</u>
8/1/2017	LD Telephone conference with Darlene Hatcher and Tess Ball regarding unemployment hearing	0.20	
	LD Draft e-mail to Roland Salloum regarding witnesses for unemployment hearing	0.10	
	LD Review and analyze unemployment documents; gather additional documents to use as evidence at hearing; begin preparing exhibits for hearing	0.80	
8/3/2017	LD Finalize letter to appeals referee including exhibits for appeals hearing	0.10	
8/8/2017	LD Prepare for unemployment hearing	0.70	
	LD Travel to and from CRA offices	0.50	NO CHARGE
	LD Attend unemployment hearing; meeting with staff before and after hearing	2.00	
8/15/2017	LD Review and analyze decision of appeals referee	0.20	
For professional services rendered		4.60	\$1,025.00

Additional Charges:

	<u>Qty/Price</u>	<u>Amount</u>
Federal Express - 779804309359	1	29.22
	29.22	
Postage charges	1	2.87
	2.87	
Photocopies	202	20.20
	0.10	
Total costs		<u>\$52.29</u>

Total amount of this bill	<u>\$1,077.29</u>
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Previous invoice balance	\$2,500.00
8/15/2017 Payment - Thank You. Check No. 6079	<u>(\$1,675.00)</u>
	(\$1,675.00)
Total Balance due	<u><u>\$1,902.29</u></u>

Timekeeper Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Lara Donlon, Shareholder	4.10	250.00	\$1,025.00
Lara Donlon, Shareholder	0.50	0.00	\$0.00