


Riviera Beach CRA Payment Authorization Checklist

Vendor Name: FLORIDA FISHING ACADEMY


Control No.: 2017 Invoice No.: 1129

Invoice Date: 11/29/17 Payment Amount: \$ 2,500.00

Project Supervisor/Responsible Official: ANNETTA JENKINS

	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 checked="" 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 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.

 _____ Date: 12/7/2017

Approving Authority

Payment approved by the Board of Commissioners by Motion No. 2017 or the Consent Agenda, at its meeting on 9-27-17.
(If applicable)



1129
 Florida Fishing Academy
 7067 Peninsula Court
 Lake Worth, Fla. 33467
 Phone (561) 740-7227

INVOICE # 1129
Date: November 29, 2017

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: October 25th- November 29th, 2017

DESCRIPTION	Service Dates	AMOUNT DUE
Services rendered Note: Refer to Monthly Report	Re: October 25 th to November 29 th	\$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: Annetta Jenkins
Riviera Beach CRA
2001 Broadway STE 300
Riviera Beach FL, 33404
Re: October 25th- November 29th**

	Annual Target	Current Month	November 2017 To Date
Community Events	3	<u>0</u>	<u>0</u>
Riviera Residents-Single Sessions	800	<u>0</u>	<u>0</u>
Riviera Residents-Camp	140	<u>0</u>	<u>0</u>
Non-Residents-Single Sessions	0	<u>0</u>	<u>0</u>
Non-Residents-Camp	0	<u>0</u>	<u>0</u>
Classes	55	<u>0</u>	<u>0</u>
Weeks of Camp	7	<u>0</u>	<u>0</u>
Volunteer Hours	0	<u>0</u>	<u>0</u>

Highlights

Nothing new to report.

Challenges

Due to high winds and rough water, our boat trip on November 18th was cancelled but has been rescheduled for January 2018. We have had a hard time getting schools to commit to our program. We have contacted the Riviera Beach YEC and JFK Middle school on multiple occasions but haven't heard back.

Volunteer News

Nothing new to report.

Community Partners

We will be beginning classes on December 1st with Lincoln Elementary School.

Compliance

Nothing new to report.

Innovation and News

Nothing new to report.

Thank you,

Captain Richard Brochu
Executive Director