

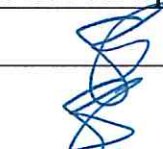




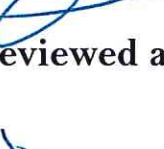
# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **DANA NOTTINGHAM** \_\_\_\_\_

Control No.: **2018-02** \_\_\_\_\_ Invoice No.: **4.09.18 - 1** \_\_\_\_\_

Invoice Date: **APRIL 9, 2018** \_\_\_\_\_ Payment Amount: **\$11,000.00** \_\_\_\_\_

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?	N/A
<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 type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	N/A
<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: April 10, 2018

Payment approved by the Board of Commissioners by:

Motion No. **RES 2018-02** \_\_\_\_\_

or the Consent Agenda, at its meeting on **JANUARY 24, 2018**. (If applicable)

**DANA A. NOTTINGHAM**  
Urban Development Advisor  
860 Johnson Ferry Road  
Suite 140-253  
Atlanta, Ga 30342

**Mail Payment To:**  
550 Sarabrook Place  
Atlanta, GA 30342

## **INVOICE**

**Project:** Marina Village  
Advisory Services

**Date:** April 9, 2018  
**Invoice:** 4.09.18 - 1

### **Services Provided**

	<b><u>Amount Due</u></b>
<b>Base Advisory Fee</b>	\$8,000.00
<b>Program Mgmt. Fee &amp; Travel</b>	\$3,000.00
Inclusion Contract & Negotiation Support General Program Mgmt. Support Travel To Riviera Beach (3/26 – 3/30/18)	
<b>Total</b>	<b><u>\$11,000.00</u></b>

### **Check payable to:**

**Dana A. Nottingham**

**Mail Payment To:**  
550 Sarabrook Place  
Atlanta, GA 30342