

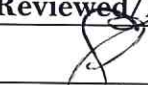






Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **J MICHAEL HAYGOOD** _____

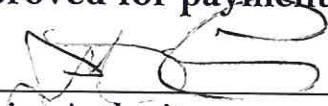
Control No.: **NA** Invoice No.: **NC-123**

Invoice Date: **September 6, 2018** Payment Amount: **\$5,459.00**

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 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: 9/6/2018

Approving Authority

VENDOR = 12285 ACCOUNT = 811-3000-512-1-3102

Payment approved by the Board of Commissioners by:

Motion No. NA

or the Consent Agenda, at its meeting on NA. (If applicable)



J. MICHAEL HAYGOOD, P.A. | ATTORNEY AT LAW

701 NORTHPOINT PARKWAY, SUITE 209
WEST PALM BEACH, FL 33407

September 6, 2018

Riviera Beach Community Redevelopment Agency
C/O Scott Evans
2001 Broadway, Suite 300
Riviera Beach, FL 33404

Re: August Invoice

Dear Mr. Evans:

Attached are the two statements for legal services through August 31, 2018, in the total amount of \$10,653.00.

If you have any questions regarding this statement, please let me know.

Sincerely yours,


J. Michael Haygood

Enclosures



J. Michael Haygood, PA
 701 Northpoint Parkway
 Suite 209
 West Palm Beach, Florida 33401
 561-684-8311

Statement

Invoice No: NC-123
 Date: 9/6/18

*Bill to: Riviera Beach Community Redevelopment Agency
 Scott Evans
 2001 Broadway
 Suite 300
 Riviera Beach, FL 33404*

General Administration

Hourly Fees

<u>Date</u>	<u>Description</u>	<u>Timekeeper</u>	<u>Time</u>	<u>Rate</u>	<u>Amount</u>
8/3/18	Meeting <i>Meeting with representatives from Loggerhead Marina.</i>	J. Michael Haygood	1.5 hrs	\$265.00/HR	\$397.50
8/7/18	New Task <i>Telephone conference with Andy Degraffenredt</i>	J. Michael Haygood	0.3 hrs	\$265.00/HR	\$79.50
8/8/18	Document Preparation <i>Finalized draft of Management Agreement.</i>	J. Michael Haygood	2.8 hrs	\$265.00/HR	\$742.00
8/8/18	Meeting <i>Attendance at CRA meeting.</i>	J. Michael Haygood	2.5 hrs	\$265.00/HR	\$662.50
8/13/18	Telephone conference <i>Telephone conference with Scott Evans.</i>	J. Michael Haygood	0.7 hrs	\$265.00/HR	\$185.50
8/13/18	New Task	J. Michael Haygood	1.8 hrs	\$265.00/HR	\$477.00

<i>Attendance at CRA Budget Workshop.</i>					
8/13/18	<i>Review Document</i>	<i>J. Michael Haygood</i>	<i>3.5 hrs</i>	<i>\$265.00/HR</i>	<i>\$927.50</i>
<i>Review of Contract for Replacement of Seawall and resolution.</i>					
8/16/18	<i>Document Preparation</i>	<i>J. Michael Haygood</i>	<i>1.3 hrs</i>	<i>\$265.00/HR</i>	<i>\$344.50</i>
<i>Review and finalized Reimbursement resolution.</i>					
8/16/18	<i>Review Document</i>	<i>J. Michael Haygood</i>	<i>1.7 hrs</i>	<i>\$265.00/HR</i>	<i>\$450.50</i>
<i>Review and finalized contract and resolution for Removal of Seawall.</i>					
8/22/18	<i>Meeting</i>	<i>J. Michael Haygood</i>	<i>2.8 hrs</i>	<i>\$265.00/HR</i>	<i>\$742.00</i>
<i>Attendance at Regular CRA meeting and Budget Workshop.</i>					
8/24/18	<i>Document Preparation</i>	<i>J. Michael Haygood</i>	<i>1.7 hrs</i>	<i>\$265.00/HR</i>	<i>\$450.50</i>
<i>Preparation of resolution approving 2018-2019 CRA Budget.</i>					
<i>Hourly Fees Total</i>			<i>20.6 hrs</i>		<i>\$5,459.00</i>
					<i>Balance: \$5,459.00</i>






Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **J MICHAEL HAYGOOD** _____

Control No.: **NA** Invoice No.: **NC-124**

Invoice Date: **September 6, 2018** Payment Amount: **\$5,194.00**

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.	
<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: 9/6/2018

VENDOR = 12285 ACCOUNT = 811-3000-512-1-3102

Payment approved by the Board of Commissioners by:

Motion No. NA

or the Consent Agenda, at its meeting on NA. (If applicable)



J. Michael Haygood, PA
 701 Northpoint Parkway
 Suite 209
 West Palm Beach, Florida 33401
 561-684-8311

Statement

Invoice No: NC-124
 Date: 9/6/18

*Bill to: Riviera Beach Community Redevelopment Agency
 Scott Evans
 2001 Broadway
 Suite 300
 Riviera Beach, FL 33404*

Purchase of Property at 2600 Broadway

Hourly Fees

<u>Date</u>	<u>Description</u>	<u>Timekeeper</u>	<u>Time</u>	<u>Rate</u>	<u>Amount</u>
7/11/18	Document Preparation Preparation of LOI for contract.	J. Michael Haygood	3.2 hrs	\$265.00/HR	\$848.00
7/24/18	Telephone Conference Telephone conference with Scott Evans re: LOI	J. Michael Haygood	0.5 hrs	\$265.00/HR	\$132.50
7/25/18	Revise Document Revised proposed LOI.	J. Michael Haygood	2.5 hrs	\$265.00/HR	\$662.50
8/1/18	Review Document Review comments from Seller to proposed LOI.	J. Michael Haygood	1.3 hrs	\$265.00/HR	\$344.50
8/9/18	Telephone Conference Telephone conference with Scott Evans re: Proposed Agreement for Sale and Purchase.	J. Michael Haygood	0.7 hrs	\$265.00/HR	\$185.50
8/9/18	Telephone Conference	J. Michael Haygood	0.7 hrs	\$265.00/HR	\$185.50

<i>Telephone conference with Jolinda Herring re: financing for purchase of property.</i>					
8/9/18	<i>Telephone Conference</i>	<i>J. Michael Haygood</i>	<i>0.6 hrs</i>	<i>\$265.00/HR</i>	<i>\$159.00</i>
<i>Telephone conference with Scott Evans re: proposed schedule for financing.</i>					
8/16/18	<i>Document Preparation</i>	<i>J. Michael Haygood</i>	<i>4.9 hrs</i>	<i>\$265.00/HR</i>	<i>\$1,298.50</i>
<i>Preparation of first draft of Purchase and Sale Agreement.</i>					
8/22/18	<i>Document Review</i>	<i>J. Michael Haygood</i>	<i>1.5 hrs</i>	<i>\$265.00/HR</i>	<i>\$397.50</i>
<i>Review of comments to initial draft of Purchase and Sale Agreement.</i>					
8/23/18	<i>Document Review</i>	<i>J. Michael Haygood</i>	<i>1.8 hrs</i>	<i>\$265.00/HR</i>	<i>\$477.00</i>
<i>Review and comment to comments of Seller to Purchase and Sale agreement.</i>					
8/27/18	<i>Document Review</i>	<i>J. Michael Haygood</i>	<i>1.9 hrs</i>	<i>\$265.00/HR</i>	<i>\$503.50</i>
<i>Review and finalized Agreement for Sale and Purchase.</i>					
<i>Hourly Fees Total</i>			<i>19.6 hrs</i>		<i>\$5,194.00</i>
					<i>Balance: \$5,194.00</i>