







Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **FLORIDA FISHING ACADEMY** _____


Control No.: **2017-17** _____ Invoice No.: **1219** _____

Invoice Date: **12/19/2019** _____ Payment Amount: **\$2,500** _____

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 type="checkbox"/> If final payment, have all deliverables been received?	
<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.	CJK

The invoice and supporting documentation have been reviewed and it is approved for payment.

 _____ Date: 11/21/2020

Payment approved by the Board of Commissioners by:

Motion No. **RES: 2017-17** _____

or the Consent Agenda, at its meeting on **SEPT 27, 2017**. (If applicable)

**RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY
PAYMENT REQUISITION FORM**

TODAYS DATE: _____
 VENDOR NAME: FLORIDA FISHING ACADEMY,12156
 VENDOR #: 12156
 INVOICE #: 1219
 INVOICE DATE: Nov 23, 2019 - Dec 19, 2019
 PO #: _____
 COMPLETED BY: Minoka Nugent

X

BCP
 C & S
 CDE
 CRA
 MEC
 MV
 RBEC,LLC

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150105-582000	Services Rendered -11/23/19-12/19/19	F	\$ 2,500.00
INVOICE TOTAL			\$2,500.00

COMMENTS: _____ APPROVED BY: 

CRA POLICY ON PURCHASES LESS THAN \$2,500 REQUIRES THAT THE PURCHASE PRICE IS "FAIR AND REASONABLE." IF COMPETITIVE QUOTES ARE REQUIRED, PLEASE COMPLETE SECTION C AND SUBMIT QUOTES WITH INVOICE. IF UNDER \$2500 PLEASE COMPLETE SECTION A OR B BELOW.

SECTION A - CERTIFICATION
 PLEASE ANNOTATE BELOW HOW YOU DETERMINED THAT THE PRICE IS FAIR AND REASONABLE; EXAMPLES INCLUDE: PROFESSIONAL MARKET EXPERIENCE, MARKET TREND, PREVIOUS PURCHASE, CATALOG PRICE, ADVERTISING PUBLICATIONS, ETC.
 I HAVE DETERMINED THAT THE PRICE IS FAIR AND REASONABLE. MY REASONS INCLUDE:

SECTION B - OTHER _____

SECTION C - QUOTES

VENDOR	PRICE QUOTED	COMMENT / RANKING
1		
2		
3		

RECEIVED BY FINANCE: _____
 ENTERED IN TYLER: JAN 21 2020
 DATE MAILED: _____

#2573 / 1 24



INVOICE

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

INVOICE # 1219

Date: November 23rd, 2019- December 19th, 2019

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: **November 23rd, 2019- December 19th, 2019**

DESCRIPTION	Service Dates	AMOUNT DUE
Services rendered Note: Refer to Monthly Report	Re: November 23rd, 2019- December 19th, 2019	\$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: November 23rd, 2019- December 19th, 2019

	Annual Target	Current Month	November 2019 To Date
Community Events	3	<u>1</u>	2
Riviera Residents-Single Sessions	800	<u>57</u>	<u>183</u>
Riviera Residents-Camp	140	<u>0</u>	<u>0</u>
Non-Residents-Single Sessions	0	<u>0</u>	<u>26</u>
Non-Residents-Camp	0	<u>0</u>	<u>0</u>
Classes	55	<u>6</u>	<u>12</u>
Weeks of Camp	7	<u>0</u>	<u>0</u>
Volunteer Hours	0	<u>0</u>	<u>0</u>

Highlights

12/2/19- Troop 777 Meeting

In our meeting with Troop 777, we made homemade hand painted ornaments to sell at the Winter Wonderland Event.

12/6/19- Troop 777 Winter Wonderland

Our new Eagle Scout Troop 777 participated in the Winter Wonderland event sponsored by the CRA of Riviera Beach.

12/10/19-Troop 777 Meeting

Our scout group met to plan their upcoming holiday party.

12/12/19- West Riviera Elementary

In our first session with West Riviera Elementary School we began learning about the worlds oceans.

12/13/19- Lincoln Elementary- Cancelled

Our first session with Lincoln Elementary was cancelled last minute.

12/17/19- Troop 777 Holiday Party

For the scouts last meeting of 2019 we had a holiday party to celebrate a great start to something new in Riviera Beach.

12/19/19- West Riviera Elementary

Our students at West Riviera learned all about sharks and ocean food chains.

Challenges

Our Lincoln Elementary class was cancelled last minute.

Volunteer News

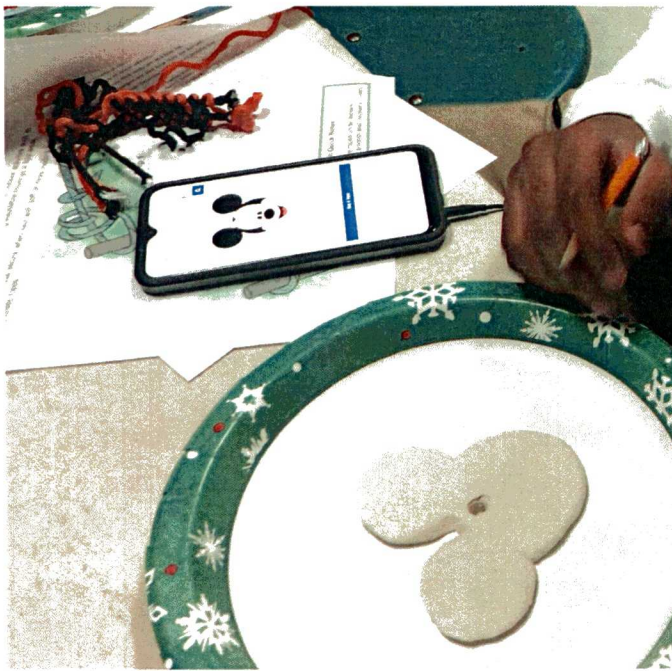
Nothing to report.

Community Partners

Eagle Scout Troop 777, Lincoln Elementary School, West Riviera Elementary School

Innovation and News

We received grant funding to help us launch our new job training program at the Judge Rogers Center.





Thank you,
Shannon Lalime
Program Director
Florida Fishing Academy, Inc.
7067 Peninsula Court
Lake Worth, FL 33467
561-740-7227