

**Riviera Beach CRA
Payment Authorization Checklist**

Vendor Name: Anderson & Carr, Inc.
Control No.: 2015-28 Invoice No.: 2140161000 Kc
Invoice Date: Nov 25, 2015 Payment Amount: \$ 6,697.50
Project Supervisor/Responsible Official: Tony Brown

	Reviewed/Approved by
<input type="checkbox"/> Project "scope of work and deliverables" reviewed ?	
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	
<input type="checkbox"/> Deliverables due with this invoice have been received ?	
<input 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 ?	<u>Ly</u>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	
<input 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.	<u>Ly</u>

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

Approving Authority

Date: _____

<input type="checkbox"/> Payment approved by the Board of Commissioners by Motion No. <u>2015-28</u> or the Consent Agenda, at its meeting on <u>Aug 11, 2015</u> . (If applicable)

INVOICE

ANDERSON & CARR, INC.

Appraisers • Realtors

521 South Olive Avenue
West Palm Beach, Florida 33401

www.andersoncarr.com

(561) 833-1661
(561) 833-0234 FAX
Tax ID. #59-0568311

November 25, 2015

Tony Brown
Executive Director
Riviera Beach Community Redevelopment Agency
2001 Broadway, Suite 300
Riviera Beach, FL 33404

RE: Ground Lease Advisory Services
Hourly billing for work completed September 30, 2015 through November 25, 2015
Our File / Invoice Number: 2140161.000Kv

Summary of Billing

Robert B. Banting, MAI, SRA	
35.25 hours @ \$ 190.00 per hour	\$6,697.50

Total Billing This Invoice	\$6,697.50
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Please reference our file/invoice number on your payment.

THANK YOU

RBB: cmp

cc: Darlene Hatcher (dhatcher@rbcr.com)

A-33404
T-6
Ex. 0

entered 11-30-15

ANDERSON & CARR, INC.

Mr. Tony Brown
Riviera Beach Community Redevelopment Agency
November 25, 2015

<u>Robert B. Banting, MAI, SRA</u>		
<u>Date</u>	<u>Description</u>	<u>Time/Hours</u>
9-30-2015	Research on sale price per square foot of building density paid for land development properties. Summarize data.	2.5
10-1-2015	Work on creating a summary table and market rent calculation for presentation to Tony Brown and Mike Haygood. Make edits and proof read. Send to Tony Brown in an email.	4.5
10-6-2015	Email correspondence.	.5
10-7-2015	Email correspondence. Review of draft documents provided by Tony Brown. Conference call with Tony Brown, Jay Taplin, Scott Evans and Mike Haygood. Discussion with Jay Taplin.	3.5
10-13-2015	Email correspondence. Analysis of documents from Tony Brown on LOI for Marine Way.	2.0
10-14-2015	Phone discussion with Tony Brown. Work on revisions to summary of market data showing land cost for projects similar to Marine Way. Print tables.	2.25
11-3-2015	Phone discussion with Mike Haygood.	.25
11-13-2015	Email correspondence. Preliminary review of Viking comprehensive proposal.	1.75
11-18-2015	Review of CAM costs for Harbourside vs. Riviera Marina. Review of Viking proposal and Tony Brown response documents. Prepare for meeting. Meeting at CRA offices with Tony Brown, Mike Haygood and Scott Evans.	4.5
11-20-2015	Meeting at Riviera Beach CRA offices with Cedrick Thomas, Tony Brown and Mike Haygood. File organization.	2.5
11-23-2015	Meeting at City Hall with Dawn Pardo, City Manager, City Attorney, Tony Brown, Scott Evans, and Mike Haygood. Meeting at CRA offices with CRA board member KaShamba Anderson.	5.0
11-24-2015	Meetings at CRA offices with Terrance Davis and Rodney Mayo. Meetings at Riviera Beach CRA offices with Terrance Davis, Pamela Ryan, Tony Brown, Mike Haygood, and Ruth Jones. Meeting with Rodney Mayo and Nicole Fontaine (CBRE) at Subculture Café to negotiate an LOI on the event center restaurant space. Phone calls to Callaway & Price.	5.25
11-25-2015	Phone discussion with Mike Slade at Callaway & Price. Phone discussion with Scott Evans on having Callaway & Price do market rent analysis on marina.	.75
	Total Hours: Robert B. Banting	35.25