



**The City of Fort Lauderdale Community Redevelopment Agency  
Northwest - Progresso - Flagler Heights  
Residential Facade and Landscaping Program Application**

**INSTRUCTIONS:** You must be the property owner to complete this application. Only one (1) application per household will be processed. For more information or to request assistance in completing this application, please contact the Fort Lauderdale Community Redevelopment Agency at (954) 828-4508 or 8229.

Return to: The City of Fort Lauderdale Community Redevelopment Agency, 914 Sistrunk Boulevard, Suite 200, Fort Lauderdale, FL 33311.

Name: Roberta McWhite

Property Address: 436 NW 16th Ave. Ft. Lauderdale, FL 33311

Mailing Address (If different from above): \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail Address: bmcxpress@yahoo.com

Type of Improvement Requested: Paint ☒ Landscape ☒  
Need Rotten Wood Replaced

**I HEREIN CERTIFY, REPRESENT AND WARRANT THAT I AM THE SOLE PROPERTY OWNER OF THE ADDRESS ABOVE AND NO OTHER PARTY'S SIGNATURE IS REQUIRED TO APPROVE THE IMPROVEMENTS. I FURTHER CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

APPLICANT'S SIGNATURE: Roberta McWhite DATE: 2-7-23

PRINT NAME: Roberta McWhite

**RIGHT OF ENTRY AND LIABILITY WAIVER AGREEMENT**

This Agreement is by and between, Roberta M. McWhite  
(the "Owner(s)") of the property commonly identified as:

436 NW 16th Avenue

Folio No(s): 5042-04-25-0880

Ft. Lauderdale FL 33311

City/Town

Street (attach legal description if available) (referred to hereafter as the "Property")

And

Fort Lauderdale Community Redevelopment Agency, a community redevelopment agency organized pursuant to Chapter 163, Part III of the Florida Statutes ("NPFCRA").

**RECITALS**

Whereas, the NPFCRA was created in part to the improve the appearance of the Northwest, Progresso Flagler Heights Community Redevelopment Area ("CRA Area"); and

Whereas, the NPFCRA has created a program for exterior improvements for owners in the CRA Area, which may provide, at the discretion of the NPFCRA, up to \$5,000 for certain exterior improvements to existing homes.

**TERMS**

Now therefore, in consideration of one or more of the following activities to be conducted on the Property, the Owner(s) thereof hereby grants to NPFCRA a right of entry and access to the Property and a waives liability against NPFCRA, its employees, agents and public officials, for activities conducted under this Agreement in order to conduct one or more activities on the Property:

- ✓  
\_\_\_\_\_/ (1) painting of the exterior, in accordance with the selection made by the Owner;  
\_\_\_\_\_/ (2) landscaping, in accordance with the selections made by the Owner.

Need Rotten wood Replaced

Owner may select a contractor from a list of approved contractors created by NPFCRA. Alternatively, Owner may select a qualified contractor of its own choosing. Before the NPFCRA will make any disbursements, the Owner must provide adequate and sufficient documentation that it has procured a minimum of three (3) bids from qualified contractors, and upon selecting one of the bids, Owner must provide a copy of the contract between the Owner and the Contractor, a copy of the contractor's license and proof of insurance and such other information as requested by the NPFCRA. The NPFCRA reserves the right to reject any contractor it deems unqualified in its sole discretion. Further, if a notice of commencement is required, the NPFCRA must be listed on the Notice as an additional party to receive notice to owner. The NPFCRA shall make one disbursement to the Owner when the work is completed and inspected by the NPFCRA. Notwithstanding, the NPFCRA reserves the right to issue a joint check payable to the Owner and the Contractor and to withhold payment to the Owner and issue a check directly to a subcontractor or lien or providing notice to owner to the NPFCRA. In some instances, the NPFCRA may require partial and/or final releases of liens in its sole discretion.

This right of entry and waiver of liability granted by the Owner(s) is a requirement in order to access the funds under the Residential and Landscaping Program (the "Program"), which was established by the Fort Lauderdale Community Redevelopment Agency Board of Commissioners. The purpose of the Program is to provide assistance to qualified home owners to landscape, paint the exterior of their homes and/or complete other improvements to the façade of their homes.

This right of entry and access to the Property is hereby granted by the Owner to the NPFCRA and its contractors and their subcontractors thereof, employees, and authorized agents, for the purpose of accomplishing the above purpose. The Owner agrees and warrants to hold harmless NPFCRA, its officers, agents, employees or assigns for damage of any type, whatsoever, either to the above described Property or to any persons present thereon and hereby releases, discharges and waives and releases NPFCRA from any action against NPFCRA, its officers, agents, employees, or assigns from all liability to Owner(s), Owner(s)'s children, relatives, guests, representatives, assigns, or heirs, for defects in the work product, bodily injury, death or property damage that Owner(s) may suffer in connection with any activities on the Property, whether caused solely or partially by the NPFCRA, its officers, agents, employees, or assigns.

I/we have read this Right of Entry and Liability Waiver Agreement, or it has been read to me/us, and I/we fully understand its terms, understand that I have given up substantial rights by signing it, am aware of its legal consequences, and have signed it freely and voluntarily without any inducement, assurance, or guarantee being made to me and intend for my signature to be a complete and unconditional release of all liability to the greatest extent allowed by law.

After the improvements are completed, Owner agrees to maintain the improvements at his or her expenses. NPFCRA shall have no obligation to maintain the improvements. Further, NPFCRA shall have no liability for any defects in the quality of the work product.

Owner understands and acknowledges if it does not understand the legal consequence of signing this Agreement, it is encouraged to seek the advice and counsel of an attorney.

**WHEREOF**, the undersigned has caused this Right of Entry and Waiver of Liability Agreement to be executed on this 7 day of February, 2023.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

Property Owner(s):

\_\_\_\_\_  
[Print Name]

\_\_\_\_\_  
[Signature]

Roberta McWhite

\_\_\_\_\_  
[Print Name]

Roberta McWhite  
\_\_\_\_\_  
[Signature]

Witness:

Jonelle Adderley  
\_\_\_\_\_  
[Signature]

Jonelle Adderley  
\_\_\_\_\_  
[Print Name]

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 7 day of February, 2023, by ROBERTA M. MCWHITE by means of ☒ physical presence or ☐ online notarization this 7 day of February, 2023.

He / She is personally known to me \_\_\_\_\_ or has presented the following Driver license as identification.

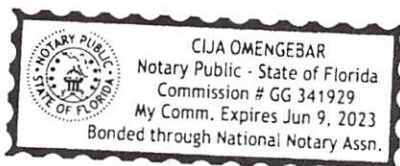
(SEAL)

Cija Omengabar

Notary Public, State of Florida

CIA OMENGEBAR

Name of Notary Typed, Printed or Stamped



My Commission expires: JUNE 9, 2023  
Commission Number: GG 341929

**Paint Color Selection Agreement**

**NOTE:** Please pick a Main (Body) Color, Trim Color and Accent Color from the color swatch.

Property Owner Name (Please print): Roberta McWhite

Property Address (Please print): 436 N.W. 16th Ave Ft. Lauderdale, FL 33311

Main (Body) Color (Please print): Olive Green

Trim Color (Please print): CAN I see colors?

Accent Color (Please print): 11 2

The undersigned property owner hereby agrees to the paint color selection described above. I understand that once the color selection is made, colors cannot be changed.

Roberta McWhite

Property Owners Signature

2-7-23

Date

**Landscaping Design Selection Agreement**

Property Owner Name: Roberta McWhite  
(Please print)

Property Address: 4316 NW 11th Ave Ft. Laud. FL 33311  
(Please print)

The undersigned property owner agrees to meet with the landscaper to discuss their individual design.

Roberta McWhite  
Property Owner's Signature

2-7-23  
Date

**Property Maintenance Agreement**

Property Owner Name: Roberta McWhite  
(Please print)

Property Address: 436 NW 16th Ave. Ft. Lauderdale FL 33311  
(Please print)

The undersigned property owner agrees to maintain the property improvements and landscaping.

Roberta McWhite 2-7-23  
Property Owner's Signature Date



IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

WITNESSES:

R. McClam  
Rebecca McClam  
[Witness type or print name]

Donna Varisco  
Donna Varisco  
[Witness type or print name]

**FORT LAUDERDALE COMMUNITY  
REDEVELOPMENT AGENCY**, a body  
corporate and politic of the State of Florida  
created pursuant to Part III, Chapter 163

By: [Signature]  
Greg Chavarria, Executive Director

Approved as to form:  
D' Wayne Spence, Interim General Counsel

By: [Signature]  
Lynn Solomon, Esq.  
Assistant General Counsel

**PROPERTY SUMMARY**

<b>Tax Year:</b> 2023	<b>Property Use:</b> 01-01 Single Family	<b>Deputy Appraiser:</b> Residential Department
<b>Property ID:</b> 504204250880	<b>Millage Code:</b> 0312	<b>Appraisers Number:</b> 954-357-6831
<b>Property Owner(s):</b> MCWHITE, ROBERTA M	<b>Adj. Bldg. S.F:</b> 1261	<b>Email:</b> <a href="mailto:realprop@bcpa.net">realprop@bcpa.net</a>
<b>Mailing Address:</b> 436 NW 16 AVE FORT LAUDERDALE, FL 33311	<b>Bldg Under Air S.F:</b> 1254	<b>Zoning:</b> RS-8 - RESIDENTIAL SINGLE
<b>Physical Address:</b> 436 NW 16 AVENUE FORT LAUDERDALE, 33311-8850	<b>Effective Year:</b> 1976	<b>FAMILY/LOW MEDIUM DENSITY</b>
	<b>Year Built:</b> 1975	<b>Abbr. Legal Des.:</b> DORSEY PARK SECOND ADD
	<b>Units/Beds/Baths:</b> 1 / 3 / 1	23-10 B LOT 3 BLK 12

**PROPERTY ASSESSMENT**

Year	Land	Building / Improvement	Agricultural Saving	Just / Market Value	Assessed / SOH Value	Tax
2023	\$16,200	\$204,690	0	\$220,890	\$42,920	
2022	\$16,200	\$204,690	0	\$220,890	\$41,670	\$888.07
2021	\$16,200	\$145,380	0	\$161,580	\$40,460	\$855.99

**EXEMPTIONS AND TAXING AUTHORITY INFORMATION**

	County	School Board	Municipal	Independent
Just Value	\$220,890	\$220,890	\$220,890	\$220,890
Portability	0	0	0	0
Assessed / SOH 94	\$42,920	\$42,920	\$42,920	\$42,920
Granny Flat				
Homestead 100%	\$25,000	\$25,000	\$25,000	\$25,000
Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
Senior	0	0	0	0
Exemption Type	0	0	0	0
Affordable Housing	0	0	0	0
Taxable	\$17,920	\$17,920	\$17,920	\$17,920

**SALES HISTORY FOR THIS PARCEL**

Date	Type	Price	Book/Page or Cin
08/10/2010	Quit Claim Deed Non-Sale Title Change	\$100	47298 / 422
08/10/2010	Quit Claim Deed Non-Sale Title Change	\$100	47298 / 420
07/27/2010	Personal Representatives Deed Non-Sale Title Change	\$100	47298 / 416
06/01/1983	Special Warranty Deed	\$38,500	
07/01/1982	Certificate of Title	\$1,000	

**LAND CALCULATIONS**

Unit Price	Units	Type
\$3.00	5,400 SqFt	Square Foot

**RECENT SALES IN THIS SUBDIVISION**

Property ID	Date	Type	Qualified/ Disqualified	Price	CIN	Property Address
504204250540	01/23/2023	Warranty Deed	Qualified Sale	\$290,000	118638984	437 NW 17 AVE FORT LAUDERDALE, FL 33311
504204250220	12/23/2022	Warranty Deed	Qualified New Construction	\$430,000	118641564	529 NW 16 AVE FORT LAUDERDALE, FL 33311
504204250760	11/14/2022	Warranty Deed	Qualified Sale	\$430,000	118517534	1609 NW 4 ST FORT LAUDERDALE, FL 33311
504204250210	08/02/2022	Warranty Deed	Qualified Sale	\$250,000	118332345	537 NW 16 AVE #1-2 FORT LAUDERDALE, FL 33311
504204251050	08/01/2022	Warranty Deed	Qualified Sale	\$365,000	118311356	1548 NW 4 ST FORT LAUDERDALE, FL 33311

**SPECIAL ASSESSMENTS**

Fire	Garb	Light	Drain	Impr	Safe	Storm	Clean	Misc
Ft Lauderdale Fire-rescue (03) Residential (R) 1						(F1) 1.00		

**SCHOOL**

North Fork Elementary: F  
 Parkway Middle: I  
 Stranahan High: C

**ELECTED OFFICIALS**

<b>Property Appraiser</b> Marty Kiar	<b>County Comm. District</b> 8	<b>County Comm. Name</b> Robert McKinzie	<b>US House Rep. District</b> 20	<b>US House Rep. Name</b> Sheila Cherfilus-McCormick
<b>Florida House Rep. District</b> 99	<b>Florida House Rep. Name</b> Daryl Campbell	<b>Florida Senator District</b> 32	<b>Florida Senator Name</b> Rosalind Osgood	<b>School Board Member</b> Dr. Jeff Holness

RETURN TO:  
BARBARA K. SUNSHINE  
5237 West Broward Boulevard  
Plantation, FL 33317

THIS INSTRUMENT PREPARED BY:  
BARBARA K. SUNSHINE  
5237 West Broward Boulevard  
Plantation, FL 33317

**PERSONAL REPRESENTATIVE'S RELEASE**  
**AND CERTIFICATE OF DISTRIBUTION OF REAL PROPERTY**

The undersigned, ROBERTA M. McWHITE, whose post address is 436 N.W. 16 Avenue, Ft. Lauderdale, FL 33311, as Personal Representative of the ESTATE OF HAZEL MONROE MATHIS, DECEASED, hereby acknowledges that title to the ONE-HALF (1/2) interest in real property located in Broward County, Florida, owned by the decedent at the time of death, described as follows:

Lot 3, Block 12, DORSEY PARK SECOND ADDITION, according to the plat thereof, as recorded in Plat Book 23, Page 10, of the Public Records of Broward County, Florida.

Property Appraiser's Parcel Identification Number 5042 04 25 0880 (the "Property"), vested in ROBERTA M. McWHITE, f/k/a ROBERTA MONROE, an undivided one-sixth (1/6) interest, whose post office address is 436 N.W. 16 Avenue, Ft. Lauderdale, FL 33311, GARY V. MONROE, an undivided one-sixth (1/6) interest, whose post office address is 432 N.W. 16 Avenue, Ft. Lauderdale, FL 33311, and AHMED S. MONSOOR, an undivided one-sixth (1/6) interest, whose post office address is 711 N.W. 35 Avenue, Ft. Lauderdale, FL 33311, as tenants in common (the "Beneficiary" or "Beneficiaries") by operation of law as of the date of the decedent's death pursuant to Florida law as will more fully appear from the proceedings in the Circuit Court for Broward County, Florida, Probate Division, in File No. 10-2448, subject to rights of the Personal Representative under Sections 733.607 and 733.608 of the Florida Probate Code to:

1. take possession or control of the Property, or
2. to use, sell, encumber, or otherwise exercise control over the Property
  - a. for the payment of devises, debts, family allowance, estate and inheritance taxes, claims, charges, and expenses of administration and obligations of the decedent's estate,

- or
- b. to enforce contribution and equalize advancement,
  - c. for distribution.

Having determined that the Property is not needed for any of the foregoing purposes, except distribution, and that the Property should be released to the Beneficiary or Beneficiaries, the Personal Representative hereby releases the Property from all rights and powers of the Personal Representative and acknowledges that the Property is vested in ROBERTA M. McWHITE, f/k/a ROBERTA MONROE, (1/6 interest), GARY V. MONROE (1/6) interest), and AHMED S. MONSOOR (1/6 interest), as tenants in common, free of all rights of the Personal Representative.

IN WITNESS WHEREOF, the undersigned, as Personal Representative of the estate of the decedent, has executed this instrument on this 27 day of July, 2010.

Executed in the presence of:

Barbara K. Sunshine  
Witness Signature

BARBARA K. SUNSHINE  
Printed Name of Witness

Joan C. Moehle  
Witness Signature

JOAN C. MOEHLE  
Printed Name of Witness

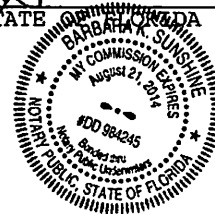
Roberta M. McWhite  
ROBERTA M. McWHITE,  
as Personal Representative of  
the ESTATE OF HAZEL MONROE  
MATHIS, DECEASED

STATE OF FLORIDA  
COUNTY OF BROWARD

27 The foregoing instrument was acknowledged before me this day of July, 2010, by ROBERTA M. McWHITE, as Personal Representative of the ESTATE OF HAZEL MONROE MATHIS, DECEASED, who is ( ☒ ) personally known to me or ( ☐ ) provided photo identification.

Barbara K. Sunshine  
NOTARY PUBLIC, STATE OF FLORIDA

/AFF/Mathis2.PRD



RETURN TO:  
BARBARA K. SUNSHINE  
5237 West Broward Boulevard  
Plantation, FL 33317

THIS INSTRUMENT PREPARED BY:  
BARBARA K. SUNSHINE  
5237 West Broward Boulevard  
Plantation, FL 33317

Folio Number: 5042 04 25 0880

Q U I T - C L A I M D E E D

THIS QUIT-CLAIM DEED, Executed this <sup>10</sup> day of August, 2010, by GARY V. MONROE, a married man, whose post office address is 432 N.W. 16 Avenue, Ft. Lauderdale, FL 33311, First Party, to ROBERTA M. McWHITE, whose post office address is 436 N.W. 16 Avenue, Ft. Lauderdale, FL 33311, Second Party:

WITNESSETH: That the said First Party, for and in consideration of the sum of TEN AND NO/100 (\$10.00) DOLLARS in hand paid by the Second Party, the receipt of which is hereby acknowledged, does hereby remise, release, and quit-claim unto the said second party forever, all the right, title, interest, claim, and demand which the said first party has in and to the following described lot, piece, or parcel of land, situate, lying, and being in the County of Broward, State of Florida, to-wit:

Lot 3, Block 12, DORSEY PARK SECOND ADDITION, according to the Plat thereof, recorded in Plat Book 23, Page 10, of the Public Records of Broward County, Florida.

GRANTOR HEREIN AFFIRMS THAT SUBJECT PROPERTY IS NOT HIS HOMESTEAD AND THAT IT IS NOT CONTIGUOUS THERETO AND THAT HIS RESIDENCE ADDRESS IS SET FORTH ABOVE.

TO HAVE and to HOLD, the same together with all and singular the appurtenances thereunto belonging on in anywise appertaining, and all the estate, right, title, interest, lien, equity, and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit, and behoof of the said second party forever.

"First Party" and "Second Party" are used for singular or plural, as context requires.

IN WITNESS WHEREOF, the said First Party has signed and sealed these presents the day and year first above written.

Signed, sealed, and delivered  
in the presence of:

Bea Gibbons  
Signature of Witness

Bea Gibbons  
Printed Name of Witness

Ann Roundtree  
Signature of Witness

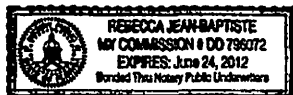
Ann Roundtree  
Printed Name of Witness

Gary V. Monroe  
GARY V. MONROE

STATE OF FLORIDA  
COUNTY OF BROWARD

I HEREBY CERTIFY that on this day, before me, an officer duly authorized to administer oaths and take acknowledgments, personally appeared GARY V. MONROE, known to me to be the person described in and who executed the foregoing Quit-Claim Deed, who acknowledged before me that he executed same. Said person is ( ) personally known to me or ( ☒ ) provided photo identification.

WITNESS my hand and official seal in the County and State last aforesaid this 10<sup>th</sup> day of August, 2010.



Rebecca Jean-Baptiste  
NOTARY PUBLIC, STATE OF FLORIDA

/AFF/Mathis.QCD

RETURN TO:  
BARBARA K. SUNSHINE  
5237 West Broward Boulevard  
Plantation, FL 33317

THIS INSTRUMENT PREPARED BY:  
BARBARA K. SUNSHINE  
5237 West Broward Boulevard  
Plantation, FL 33317

Folio Number: 5042 04 25 0880

Q U I T - C L A I M D E E D

THIS QUIT-CLAIM DEED, Executed this 10 day of August, 2010, by AHMED S. MONSOOR, a single man, whose post office address is 711 N.W. 35 Avenue, Ft. Lauderdale, FL 33311, First Party, to ROBERTA M. McWHITE, whose post office address is 436 N.W. 16 Avenue, Ft. Lauderdale, FL 33311, Second Party:

WITNESSETH: That the said First Party, for and in consideration of the sum of TEN AND NO/100 (\$10.00) DOLLARS in hand paid by the Second Party, the receipt of which is hereby acknowledged, does hereby remise, release, and quit-claim unto the said second party forever, all the right, title, interest, claim, and demand which the said first party has in and to the following described lot, piece, or parcel of land, situate, lying, and being in the County of Broward, State of Florida, to-wit:

Lot 3, Block 12, DORSEY PARK SECOND ADDITION, according to the Plat thereof, recorded in Plat Book 23, Page 10, of the Public Records of Broward County, Florida.

TO HAVE and to HOLD, the same together with all and singular the appurtenances thereunto belonging on in anywise appertaining, and all the estate, right, title, interest, lien, equity, and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit, and behoof of the said second party forever.

"First Party" and "Second Party" are used for singular or plural, as context requires.

IN WITNESS WHEREOF, the said First Party has signed and sealed these presents the day and year first above written.

Signed, sealed, and delivered  
in the presence of:

Bea Gibbons  
Signature of Witness

Bea Gibbons  
Printed Name of Witness

Ann Round Tree  
Signature of Witness

Ann Round Tree  
Printed Name of Witness

Ahmed S. Monsoor  
AHMED S. MONSOOR

STATE OF FLORIDA  
COUNTY OF BROWARD

I HEREBY CERTIFY that on this day, before me, an officer duly authorized to administer oaths and take acknowledgments, personally appeared AHMED S. MONSOOR, known to me to be the person described in and who executed the foregoing Quit-Claim Deed, who acknowledged before me that he executed same. Said person is ( ) personally known to me or ( ☒ ) provided photo identification.

WITNESS my hand and official seal in the County and State last aforesaid this 10<sup>th</sup> day of August, 2010.



Rebecca Jean-Baptiste  
NOTARY PUBLIC, STATE OF FLORIDA

/AFF/Mathis2.GCD





## CITY MANAGER'S OFFICE

# DOCUMENT ROUTING FORM

Rev: 3 | Revision Date: 9/1/2022

TODAY'S DATE: February 8, 2023

DOCUMENT TITLE: CRA Residential Facade & Landscaping Agreement - Roberta McWhile

COMM. MTG. DATE: 12/7/21 CAM #: 21-1146 ITEM #: R-2 CAM attached: ☒ YES ☐ NO

Routing Origin: CRA Router Name/Ext: 4508 Action Summary attached: ☒ YES ☐ NO

CIP FUNDED: ☐ YES ☐ NO

Capital Investment / Community Improvement Projects defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, or fixtures) that add value and/or extend useful life, including major repairs such as roof replacement, etc. Term "Real Property" include land, real estate, realty, or real.

2) City Attorney's Office: Documents to be signed/routed? ☒ YES ☐ NO # of originals attached: 1

Is attached Granicus document Final? ☐ YES ☐ NO Approved as to Form: ☐ YES ☐ NO

Date to CCO: 2-10-23 Attorney's Name: Lynn Solomon Initials: [Signature]

3) City Clerk's Office: # of originals: \_\_\_\_\_ Routed to: \_\_\_\_\_ Ext: \_\_\_\_\_ Date: \_\_\_\_\_

4) City Manager's Office: CMO LOG #: Feb-41 Document received from: 2/10/23

Assigned to: GREG CHAVARRIA ☐ ANTHONY FAJARDO ☐ SUSAN GRANT ☐  
GREG CHAVARRIA as CRA Executive Director ☐

☐ APPROVED FOR G. CHAVARRIA'S SIGNATURE ☐ N/A G. CHAVARRIA TO SIGN

PER ACM: A. FAJARDO \_\_\_\_\_ (Initial) S. GRANT \_\_\_\_\_ (Initial)

☐ PENDING APPROVAL (See comments below)

Comments/Questions: \_\_\_\_\_

Forward ☒ originals to ☐ Mayor ☒ CCO Date: 2/10

5) Mayor/CRA Chairman: Please sign as indicated.

Forward \_\_\_\_\_ originals to CCO for attestation/City seal (as applicable) Date: \_\_\_\_\_

### INSTRUCTIONS TO CITY CLERK'S OFFICE

City Clerk: Retains \_\_\_\_\_ original and forwards 1 originals to: Jonelle A CRA/4508 (Name/Dept/Ext)

Attach \_\_\_\_\_ certified Reso # \_\_\_\_\_ ☐ YES ☐ NO Original Route form to CAO