



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#25-0612**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Rickelle Williams, City Manager

**DATE:** September 3, 2025

**TITLE:** Resolution to Impose a Special Assessment Lien for Board-Up Costs –  
**(Commission District 2)**

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**Recommendation**

Staff recommends the City Commission approve a resolution authorizing the imposition of a special assessment lien for the costs associated with securing and boarding of an open and unsecured building for the property listed in Exhibit 1.

**Background**

Section 18-7 of the Code of Ordinances of the City of Fort Lauderdale (Code) declares it a public nuisance for a property owner to maintain or permit the maintenance of a property with a vacant and unoccupied building with broken, missing, or unsecured doors, windows, or other openings.

When a property is found to be in violation of Section 18-7 of the Code, Section 18-13 of the Code requires the City to provide notice to the property owner to secure the property within ten (10) days of the date of the citation. When compliance is not achieved within the required timeframe, the property is secured by the City's contractor.

Pursuant to Section 18-15 of the Code, a statement of assessed expenses and administrative costs is then mailed to the property owner. The owner has thirty (30) days from the date of the statement of assessed expenses and administrative costs to pay the City the full amount due.

The property listed in Exhibit 1 has failed to pay the full amount due to the City as required by the Code. If approved, the Resolution will allow the City to record a lien in the public records of Broward County as authorized in Section 18-15 of the Code.

**Resource Impact**

Should the City receive payment on the outstanding balance, the City will recover \$4,542 spent on securing and boarding services and administrative costs, plus any interest that accrues before the City receives payment from the property owner.

<i>Funds available as of August 7, 2025</i>					
ACCOUNT NUMBER	COST CENTER NAME (Program)	ACCOUNT / ACTIVITY NAME	AMENDED BUDGET (Character)	AMOUNT RECEIVED (Character)	AMOUNT
10-140-3101-524-369-914	Building Permits	Miscellaneous Revenues/ Board Up Reimbursement	\$12,000	\$5,033	\$4,542
<b>TOTAL AMOUNT ►</b>					\$4,542

### **Strategic Connections**

This item advances the Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Community

This item supports the Advance Fort Lauderdale 2040 Comprehensive Plan specifically advancing:

- The Neighborhood Enhancement Focus Area
- The Housing Element
- Goal 2: Be a community of strong, beautiful, and healthy neighborhoods.

### **Attachments**

Exhibit 1 – Board-Up Report

Exhibit 2 – Resolution

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Prepared by: Tasha Williams, Administrative Supervisor, Development Services Department

Department Director: Anthony Greg Fajardo, Director, Development Services Department