



CITY MANAGER'S OFFICE

11

CITY MANAGER SIGNATURE REQUEST ROUTING FORM

Rev: 13 | Revision Date: 09/29/2025

SECTION 1 | SUMMARY INFORMATION

Date: 12/9/2025

Commission Agenda Item Letter to the Commission (LTC) Letter to External Stakeholder(s) Other Document

Document Title/Purpose: BROWARD EDUCATION FOUNDATION, INC. - FIRST AMENDMENT TO SCHOLARSHIP FUND AGREEMENT

Commission Meeting Date: 11/18/2025 CAM #: 25-1108 Item #: CR-5

CAM attached: Yes No Action Summary Attached: Yes No CIP FUNDED: Yes No Community Investment Plan (CIP) Project defined as having a life of at least 10 years and a cost of at least \$100,000 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. Term "real property" includes land, real estate, realty, or real.

SECTION 2 | REQUESTOR (CHARTER OFFICE/DEPARTMENT)

Charter Office: CAO Router Name: Jennifer Larregui Ext: 5106

Department: Router Name: Ext:

Department Approval (Director/Chief): Name Init Date:

\*Return Document To: Susan Leon Department: CMO Ext: 5603

\*REMINDER: Once review and signature at the last level of government (Federal, State, County) is complete, scan the final record copy and send to the City Clerk's Office.

Scan Date: Attach Certified Resolution #: N/A Original form route to CAO: Yes No

THE FOLLOWING SECTIONS ARE FOR CHARTER OFFICE USE ONLY

SECTION 3 | CITY ATTORNEY'S OFFICE (CAO): CAO signed/routed Required Yes No

Is the attached Granicus document final? Yes No Number of Originals Attached: 1

Attorney's Name: Eric W. Abend Approved as to Form: Yes No Initials: EA

Route to: Finance (if applicable) Date: Route to: CCO Date: 12/9/25

SECTION 4 | CITY CLERK'S OFFICE (CCO)

City Clerk Office Receive and Scan Date: Number of Originals: 1

Route to CMO Date: 12/09/25 Route to Mayor Date:

SECTION 5 | CITY MANAGER'S OFFICE (CMO)

LOG #: DEL53 Date Received: 12/9/25 Received From: CLO

To CM/ACM: R. Williams C. Cooper Y. Matthews B. Rogers

Approved Init.: for continuous routing to Rickelle Williams, City Manager/Executive Director

Disapproved: Comments:

CMO Executive Assistant Route to: CCO | HR | OMB | Other: Date: 12/12/25 Initial: AFD





## **First Amendment to Scholarship Fund Agreement**

THIS First Amendment to Scholarship Fund Agreement, ("Agreement"), made and entered this \_\_\_\_ day of November, 2025, ("Effective Date"), is by and between the City of Fort Lauderdale, a Florida municipality, ("City" or "Donor"), whose principal place of business is 101 NE Third Avenue, Suite 2100, Fort Lauderdale, Florida, 33301, and Broward Education Foundation, Inc., a Florida not for profit corporation, ("Foundation" or "Organization"), whose principal address is 600 SE Third Avenue, 1st Floor, Fort Lauderdale, FL 33301.

WHEREAS, City and Foundation entered into a Scholarship Fund Agreement ("Agreement"), dated March 4, 2025, to provide an irrevocable gift to establish the CITY OF FORT LAUDERDALE SCHOLARSHIP FUND ("Fund"), a newly established fund to enable twelve City of Fort Lauderdale graduating high school students to be selected to receive educational scholarships to attend an accredited college, university, or technical college of their choice, within the State of Florida; and

WHEREAS, the City desires to fund additional scholarships and Foundation wishes to administer the additional scholarships through this First Amendment to Scholarship Fund Agreement ("First Amendment").

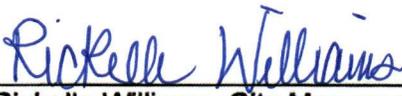
NOW, THEREFORE, the City and Foundation agree as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. Pursuant to the Agreement, the City agrees to fund additional scholarships. City agrees to pay Foundation an additional one-time payment in the amount of \$13,300, which shall only be used by Foundation to fund scholarships to eligible students pursuant to the terms of the Agreement.
3. All other terms and provisions of the Agreement, as amended, between the parties are hereby ratified, reaffirmed, and shall remain in full force and effect.

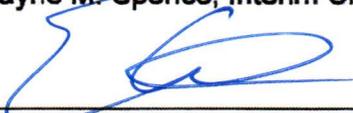


IN WITNESS WHEREOF, the City of Fort Lauderdale and the Broward Education Foundation, Inc., execute this First Amendment as follows:

**CITY OF FORT LAUDERDALE**, a Florida municipal corporation.

By:   
Rickelle Williams, City Manager

Approved as to form and correctness:  
D'Wayne M. Spence, Interim City Attorney

  
Eric W. Abend  
Senior Assistant City Attorney



WITNESSES:

**BROWARD EDUCATION FOUNDATION, INC.,** a Florida not for profit corporation.

Liz Reynolds  
Print Name: Liz Reynolds

By: James A. Knapp  
James Knapp, President and CEO

Griffin Cerra  
Print Name: Griffin Cerra

(CORPORATE SEAL)

STATE OF FLORIDA:  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 16 day of October, 2025, by James Knapp as President and Chief Executive Officer for Broward Education Foundation, Inc., a Florida not for profit corporation.

(SEAL)

Carol McFadden  
Signature of Notary Public – State of Florida



Carol McFadden  
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known  OR Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_