



CITY MANAGER'S OFFICE

CITY MANAGER SIGNATURE REQUEST ROUTING FORM

Rev: 14 | Revision Date: 12/18/2025

SECTION 1 | SUMMARY INFORMATION

Date: 2/17/2026

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

Document Title/Purpose: Residential Enhancement Program Right of Entry and Liability Waiver Agreement
Audrey Burgher

Commission Meeting Date: 12/2/2025 CAM #: 25-0947 Item #: _____

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: Erica K. Ext: 6088

Department: CRA Router Name: Jonelle Adderley Ext: 4508

Department Approval (Director/Chief): Name Vanessa Martin Init VM Date: 2/13/2026

*Return Document To: Jonelle Adderley Department: CRA Ext: 4508

** email scan to Erica K.*
**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 #: _____ 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: Lynn Soloman Approved as to Form: Yes No Initials: [Signature]

Route to: Finance (if applicable) Date: _____ Route to: CCO Date: 2/25/2026

SECTION 4 | CITY CLERK'S OFFICE (CCO)

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

Route to CMO Date: 02/25/26 Route to Mayor Date: _____

SECTION 5 | CITY MANAGER'S OFFICE (CMO)

LOG #: FE B134 Date Received: 2/26/26 Received From: CCO

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

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

Disapproved: _____ Comments: _____

CMO Executive Assistant Route to: CCO | HR | OMB | Other: _____ Date: 2/27/26 Initial: APP

RIGHT OF ENTRY AND LIABILITY WAIVER AGREEMENT

This Agreement is entered into by and between:

Owner(s) AUDREY BURGER
Property Address 441 NW 7 Terr
City/Town FT LAUDERDALE FL 33311
Folio No(s) 504203012420
Legal Description (attach if available) see attachment

And

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

RECITALS

Whereas, the NPFCA was created in part to improve the appearance of the Northwest-Progresso-Flagler Heights Community Redevelopment Area ("CRA Area"); and whereas, the NPFCA has created a program for exterior improvements for Owner(s) in the CRA Area, which may provide, at the discretion of the NPFCA, up to \$10,000 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 NPFCA a right of entry and access to the Property and a waives liability against NPFCA, its employees, agents and public officials, for activities conducted under this Agreement in order to perform only those improvements specifically selected by the Owner in the "Type of Improvement Requested" section of this Agreement (the "Work"). For purposes of this Agreement, the term "Work" shall mean only those improvements expressly selected by the Owner(s) and approved by the NPFCA.

- Painting of the exterior, in accordance with the selection made by the Owner(s)
- Landscaping, in accordance with the selections made by the Owner(s)
- Exterior lighting, in accordance with the selections made by the Owner(s)
- Driveway repairs and/or installation, in accordance with the selections made by the Owner(s)
- Fence repairs and/or installation, in accordance with the selections made by the Owner(s)

Contractor Selection and Documentation

The Owner(s) may select a qualified Contractor(s) of its own choosing to perform the Work. Before the NPFCRA will make any disbursements, the Owner(s) must provide adequate and sufficient documentation that it has procured a minimum of two (2) estimates from qualified Contractors for the Work, and upon selecting one of the estimates, Owner(s) must provide a copy of a signed estimate between the Owner(s) and the Contractor(s), a copy of the Contractor(s) license and proof of insurance and such other information as requested by the NPFCRA. NPFCRA reserves the right to reject any Contractor(s) it deems unqualified in its sole discretion.

Compliance and Permitting

The selected Contractor(s) shall comply with all applicable federal, state, and local laws, ordinances, rules, and regulations in connection with the performance of the Work, as defined in this Agreement. The selected Contractor(s) shall be responsible for securing all necessary permits and approvals required to perform the Work and shall provide proof of permit issuance to the NPFCRA and the Owner(s) prior to commencement. All associated permit fees shall be the responsibility of the Owner, unless otherwise approved in writing by the NPFCRA.

Disbursements and Payment Procedures

A Notice of Commencement is required and the NPFCRA must be listed on the Notice as an additional party to receive notice to Owner(s). The NPFCRA may, at its sole discretion, make one or more disbursements, including advance, partial, and final payments, provided that all required documentation has been submitted and verified. Notwithstanding the foregoing, the NPFCRA reserves the right to issue a joint check payable to the Owner(s) and the Contractor(s) and to withhold payment to the Owner(s) and issue a check directly to a subcontractor or lienor 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.

Proof of Permits as Condition of Payment

As a condition precedent to the disbursement of any payment under this Agreement: for any advance or partial payments, the Owner(s) and/or their Selected Contractor(s) shall provide the NPFCRA with satisfactory proof that all applicable permits required by the Department of Sustainable Development (DSD) have been duly obtained. For the final payment, the Owner(s) and/or their selected Contractor(s) shall provide the NPFCRA with satisfactory proof that all required permits related to the Work have been successfully closed out, including evidence of final inspection approval and permit closure by the City's inspectors. NPFCRA have no obligation to authorize or release any payment until the applicable documentation is received and verified.

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The third is the fact that the...
The fourth is the fact that the...
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Advance Payment for Permits and Related Expenses

The NPFCRA may, at its sole discretion, authorize an advance payment of up to thirty percent (30%) of the approved project amount to cover permit fees and related upfront expenses. To qualify for such advance, the Owner(s) and/or their selected Contractor(s) must provide supporting documentation, including but not limited to: invoices or receipts from DSD; proof of material purchase costs directly related to the approved scope of work; a copy of a signed estimate between the Owner(s) and the selected Contractor(s); and any other documentation reasonably required by the NPFCRA to verify the expense. Any advance payment issued under this section shall be deducted from the NPFCRA's final funding disbursement. In no event shall the NPFCRA's total contribution exceed the maximum program award of Ten Thousand Dollars (\$10,000). The Owner(s) shall remain solely responsible for all costs exceeding the maximum award.

Funding Limitations

The maximum funding assistance available under this Agreement is Ten Thousand Dollars (\$10,000). If the total cost of improvements exceeds this amount, the Owner(s) shall be solely responsible for all additional costs. The NPFCRA will disburse its contribution only after completion of the approved improvements and verification by NPFCRA staff, in accordance with the disbursement procedures set forth in this Agreement. Any advance payment authorized pursuant to the *Advance Payment for Permits and Related Expenses* section shall be applied toward, and not in addition to, the Ten Thousand Dollar (\$10,000) maximum program award.

Residency/Occupancy Requirement

The Owner(s) represents and warrants that, at the time of application, the Property is a single-family residence that is either (i) occupied by the Owner(s) as their primary residence, or (ii) occupied by a tenant pursuant to a valid lease agreement. The Owner(s) further agrees to maintain the Property as either owner-occupied or tenant-occupied for a minimum period of five (5) years following completion of the improvements. At the sole discretion of the CRA Executive Director or CRA Manager, properties consisting of two-to-four (2-4) residential units may also be considered for participation; however, the Owner(s) must reside in one of the units as their primary residence. If the Property is sold, transferred, or left vacant during this period, the Owner(s) may be required to repay a portion of the funds on a graduated basis. Specifically, if the sale, transfer, or vacancy occurs within one (1) year of completion, one hundred percent (100%) of the funds may be subject to repayment; within two (2) years, eighty percent (80%); within three (3) years, sixty percent (60%); within four (4) years, forty percent (40%); and within five (5) years, twenty percent (20%). After five (5) years from the completion of the improvements, no repayment shall be required. Repayment obligations shall be at the sole discretion of the NPFCRA.

Homeowners' Association (HOA Approvals)

The Owner(s) acknowledges and agrees that, for properties located within deed-restricted communities or otherwise subject to the authority of a homeowners' association, condominium association, cooperative association, or any similar governing board or architectural review committee (collectively, "HOA"), the Owner(s) shall be solely responsible for obtaining all required approvals, consents, or authorizations from the applicable HOA prior to the commencement of any Work. The Owner(s) shall provide the NPFCRA with written confirmation of such approvals as a condition precedent to the disbursement of any funds under this Agreement. The NPFCRA shall have no obligation to obtain HOA approval on behalf of the Owner(s) and shall not be liable for any denial of approval, enforcement action, lien, or other remedy pursued by the HOA in connection with the Work.

This right of entry and waiver of liability granted by the Owner(s) is a requirement to access the funds under the Residential Enhancement 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 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(s) to the NPFCRA and its Contractors(s) and their subcontractors thereof, employees, and authorized agents, for the purpose of accomplishing the above purpose. The Owner(s) 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(s) agrees to maintain the improvements at his or her own expense. NPFCRA shall have no obligation to maintain the improvements. Further, NPFCRA shall have no liability for any defects in the quality of the product.

Owner(s) understands and acknowledges if he or she does not understand the legal consequence of signing this Agreement, he or she 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 6 day of January, 2026.

[SIGNATURE PAGE FOLLOWS]

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

Property Owner(s):

AUDREY BURGHER
[Print Name]

[Print Name]

Audrey Burgher
[Signature]

[Signature]

Witness:

Janelle Adderly
[Signature]

Janelle Adderly
[Print Name]

**STATE OF FLORIDA
COUNTY OF BROWARD**

The foregoing instrument was acknowledged before me by means of physical presence or online, this 16th day of January, 2026, by Audrey Burgher

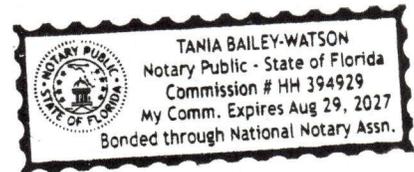
Tania Bailey-Watson

(SEAL)

Notary Public, State of Florida

Tania Bailey-Watson

Name of Notary Typed, Printed or Stamped



Personally Known _____ OR Produced Identification

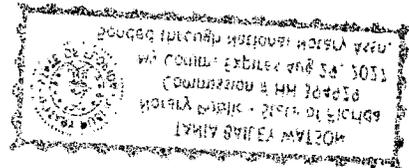
Type of Identification Produced drivers license

STATE OF MASSACHUSETTS
LEGISLATIVE COUNCIL

REPORT OF THE

COMMISSIONER OF

REVENUE



FOR THE YEAR

ENDING DECEMBER 31, 1911

AND

REPORT OF

THE COMMISSIONER

OF REVENUE

FOR THE YEAR

ENDING DECEMBER 31, 1911

AND

REPORT OF

THE COMMISSIONER

OF REVENUE

FOR THE YEAR

ENDING DECEMBER 31, 1911

AND

WITNESSES:

A. Diaz
[Witness signature]

Andrew Diaz
[Witness type or print name]

[Signature]
[Witness signature]

Jon Hruscaku
[Witness type or print name]

ATTEST:

D. R. Soloman
David R. Soloman,
CRA Secretary



AGENCY:

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

By: *Rickelle Williams*
Rickelle Williams, Executive Director

Approved as to form and correctness:

Shari L. McCartney
~~City Attorney / General Counsel~~

[Signature]
Lynn Solomon,
Assistant General Counsel

Improvement Selection Agreement

Owner(s) Name (Print): AUDREY BURGER

Property Address (Print): 441 NW 7th Terr. Ft. Lauderdale FL 33311

The undersigned Owner(s) agrees to meet with the selected Contractor(s) to review and confirm the proposed design, layout, and/or placement for the improvements selected below. The Owner(s) understands that once a selection is made and approved, no changes may be made without prior written approval from the NPFCRA.

Select the Improvements Being Requested (check all that apply):

Painting

- Body Color: _____

- Trim Color: _____

- Accent Color: _____

Landscaping

- Meet with landscaping contractor to review and confirm design.

Fencing (Installation or Repair)

- Meet with fence contractor to review and confirm layout/placement.

Exterior Lighting

- Meet with lighting contractor to review and confirm placement/design.

Driveway Repair/Installation

- Meet with driveway contractor to review and confirm design.

Acknowledgment

The undersigned Owner(s) confirms that the improvements selected above will be reviewed and agreed upon with the appropriate Contractor(s).

Signature: Audrey Burger Date: 1/16/2020

Signature: _____ Date: _____

THE UNIVERSITY OF CHICAGO

Department of Chemistry
Chicago, Illinois

Dear Sirs:

I have the honor to acknowledge the receipt of your letter of the 10th inst. regarding the matter mentioned therein. I am sorry that I cannot give you a more definite answer at this time, but I am sure that you will understand my position.

I am, Sir, very respectfully,
Your obedient servant,

John D. Jones
Professor of Chemistry
The University of Chicago
Chicago, Illinois

Very truly yours,
John D. Jones

(Enclosed for your information)

I am, Sir, very respectfully,
Your obedient servant,

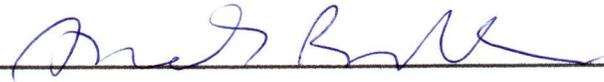
John D. Jones

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I am, Sir, very respectfully,
Your obedient servant,

Property Maintenance Agreement

The undersigned Owner(s) agrees to maintain all improvements and landscaping completed under the Residential Enhancement Program in good condition and at their own expense. The NPFCRA shall have no responsibility for maintenance or repair once improvements are complete.

Signature:  Date: 1/16/2026

Signature: _____ Date: _____

Florida DRIVER LICENSE

B626-015-50-605-0 CLASS 5

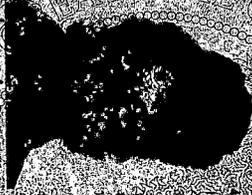
ERISHER
AUBREY DANIELLA
4152 S WOOD ST
MIRAMAR FL 33023

DOB: 03/25/1950 SEX: F HT: 5'07"
EYES: NONE HAIR: NONE

CLASS: NONE

ISS: 05/17/2018
EXP: 05/17/2018

OPERATION OF A MOTOR VEHICLE OPERATING
CONSISTENT WITH A LICENSE ISSUED BY THE



① W/C #177

This Instrument Prepared By,
Glorybell Martinez
Record and Return to:
U.S. Title & Escrow Inc.
2715 East Oakland Park Boulevard
Fort Lauderdale, Florida 33306
Agent File No.: 03-727

Parcel Identification Number: 504203012420

SPACE ABOVE THIS LINE FOR RECORDING DATA

WARRANTY DEED

THIS INDENTURE, made this 26th day of January, 2004, between Charlie Neloms and Juanita Neloms, his wife, GRANTOR*, whose address is 2127 N.W. 48th Terrace, Coconut Creek, Florida 33063, and Audrey Burgher, a single woman, whose address is 12621 SW 20th Street, Miramar, Florida 33027, GRANTEE*;

(Wherever used herein the terms "Grantor" and "Grantee" shall include all the parties to this instrument and heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations.)

WITNESSETH, That said Grantor, for and in consideration of the sum of TEN AND 00/100 (\$10.00) DOLLARS and other good and valuable consideration, to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee and Grantee's heirs, successors and assigns forever the following described land located in the County of BROWARD, State of Florida, to-wit:

Lots 3 and 4, and the East 1/2 of vacated alley abutting said lots, Block 18, of NORTH LAUDERDALE, according to the Plat thereof recorded in Plat Book 1, Page 48, of the Public Records of Broward County, Florida.

SUBJECT TO all restrictions, reservations and easements of record, if any; zoning restrictions and prohibitions imposed by governmental authority, and taxes for the year 2004 not yet due and payable.

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND THE SAID GRANTOR does hereby covenant with the said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land, and hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal this day and year first above written.

Signed, sealed and delivered in the presence of:
Audrey H. Burgher
Witness Signature
Nancy M. Chiofalo
Printed Signature
Alyssa K. Alcorn
Witness Signature
Alyssa K. Alcorn
Printed Signature

Charlie Neloms
Charlie Neloms
Juanita Neloms
Juanita Neloms

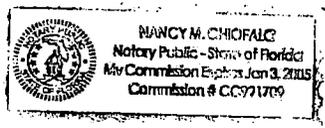
STATE OF Florida
COUNTY OF Broward

The foregoing instrument was acknowledged before me this 26th day of January, 2004, by Charlie Neloms and Juanita Neloms who [] are personally known to me or [] produced Drivers Licenses as identification.

SEAL

Audrey H. Burgher
Notary Signature

Printed Notary Signature
My Commission Expires:



①



PROPERTY SUMMARY

Tax Year: 2026	Property Use: 08 - Multi-family - less than 10 units	Deputy Appraiser: Commercial Department
Property ID: 504203012420	Millage Code: 0312	Appraisers Number: 954-357-6835
Property Owner(s): BURGHER, AUDREY	Adj. Bldg. S.F.: 2604	Email: commercialtrim@bcpa.net
Mailing Address: PO BOX 260564 PEMBROKE PINES, FL 33026	Bldg Under Air S.F.:	Zoning : RMM-25 - RESIDENTIAL MULTIFAMILY MID RISE/MEDIUM HIGH DENSITY
Property Address: 441 NW 7 TERRACE # 1-4 FORT LAUDERDALE, 33311	Effective Year: 1973	Abbr. Legal Des.: NORTH LAUDERDALE 1-48 D LOT 3,4 & E1/2 VAC ALLEY ABUTTING SAID LOTS BLK 18
	Year Built: 1972	
	Units/Beds/Baths: 4 / /	

PROPERTY ASSESSMENT

Year	Land	Building / Improvement	Agricultural Saving	Just / Market Value	Assessed / SOH Value	Tax
2026	\$101,250	\$500,290	0	\$601,540	\$264,830	
2025	\$101,250	\$500,290	0	\$601,540	\$240,760	\$9,083.63
2024	\$20,250	\$539,750	0	\$560,000	\$218,880	\$8,177.01

EXEMPTIONS AND TAXING AUTHORITY INFORMATION

	County	School Board	Municipal	Independent
Just Value	\$601,540	\$601,540	\$601,540	\$601,540
Portability	0	0	0	0
Assessed / SOH	\$264,830	\$264,830	\$264,830	\$264,830
Granny Flat				
Homestead	0	0	0	0
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	\$264,830	\$601,540	\$264,830	\$264,830

SALES HISTORY FOR THIS PARCEL

Date	Type	Price	Book/Page or Cin
01/26/2004	Warranty Deed	\$225,000	36919 / 1501
03/01/1993	Deed	\$47,700	20488 / 316
08/01/1992	Special Warranty Deed		
07/01/1992	Certificate of Title	\$100	
07/01/1987	Warranty Deed	\$90,000	

LAND CALCULATIONS

Unit Price	Units	Type
\$15.00	6,750	Square Foot
	SqFt	Foot

RECENT SALES IN THIS SUBDIVISION

Property ID	Date	Type	Qualified/ Disqualified	Price	CIN	Property Address
504203011960	04/18/2025	Warranty Deed	Disqualified Sale	\$105,000	120170291	NW 8 AVE FORT LAUDERDALE, FL 33311
504203011970	04/15/2025	Warranty Deed	Disqualified Sale	\$105,000	120173257	NW 8 AVE FORT LAUDERDALE, FL 33311
504203011920	11/22/2024	Multi Quit Claim Deed	Disqualified Sale	\$380,000	119925232	541 NW 8 AVE FORT LAUDERDALE, FL 33311
504203012140	11/22/2024	Multi Quit Claim Deed	Disqualified Sale	\$380,000	119925232	NW 6 ST FORT LAUDERDALE, FL 33311
504203012150	11/22/2024	Multi Quit Claim Deed	Disqualified Sale	\$380,000	119925232	SISTRUNK BLVD FORT LAUDERDALE, FL 33311

SPECIAL ASSESSMENTS

Fire	Garb	Light	Drain	Impr	Safe	Storm	Clean	Misc
Ft Lauderdale Fire-rescue (03)						FT Laud Stormwater Cat II (F2)		
Residential (R)								
4						6,750.00		

SCHOOL

Walker Elementary School: C
 Sunrise Middle School: B
 Fort Lauderdale High School: A

ELECTED OFFICIALS

Property Appraiser	County Comm. District	County Comm. Name	US House Rep. District	US House Rep. Name
Marty Kiar	8	Robert McKinzie	20	Sheila Cherfilus-McCormick

Florida House Rep. District	Florida House Rep. Name	Florida Senator District	Florida Senator Name	School Board Member
99	Daryl Campbell	32	Rosalind Osgood	Dr. Jeff Holness