

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners

DATE: April 21, 2014

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Boat Dock Lease with Annette Flynn

I have discussed the above Agreement with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Public Services
 - 2) Type of Agreement – Boat Dock Lease
 - 3) Method of Procurement (RFP, bid, etc.) – n/a
 - 4) Term of Contract
 - a) initial – 4 years
 - b) renewals (if any) – Every 4 years contingent upon City Manager approval
 - c) who exercises option to renew – City
 - 5) Contract Amount – \$536.00 current annual fee (Annual fee adjusted annually based on the Consumer Price Index)
 - 6) Termination Rights – City may terminate immediately for cause. City may terminate without cause upon 30 days written notice prior to the expiration of the Lease Term or any renewal term. Lessee may terminate upon 60 days written notice.
 - 7) Indemnity/Insurance Requirements – Lessee shall comply with applicable City requirements.
 - 8) Scope of Services – Lessee shall have the right to construct, maintain and use a boat dock on City property.
 - 9) Other Significant Provisions – n/a
- cc: Cathy Swanson-Rivenbark, City Manager