



## Town of Lake Park Town Commission

### Agenda Request Form

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**Meeting Date:** 2/19/2025

**Originating Department:** Marina

**Agenda Title:** License Agreement - Marina Office Space (Retroactive Approval) - Forest Development, LLC

**Agenda Category** (i.e., Consent, New Business, etc.):

Consent

**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Cost of Item:** \$0.00 **Funding Source:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_ **Finance Signature:** \_\_\_\_\_

**Advertised:**

**Date:** \_\_\_\_\_ **Newspaper:** \_\_\_\_\_

**Attachments:** License Agreement is attached.

**Please initial one:**

\_\_\_\_\_ Yes I have notified everyone

X Not applicable in this case

**Summary Explanation/Background:**

The Town has entered into a License Agreement with Forest Development to utilize the space on the second floor of the Marina for various office uses. The License Agreement was originally administratively approved in July 2021 and renews annually.

Note: Either party may terminate the agreement with 30-day written notice.

If approved, the existing License Agreement will continue until termination is requested.

**Recommended Motion:**

I move to approve the annual License Agreement with Forest Development, LLC in the amount of \$720 per month (retroactively to the date of the original Agreement).