
CITY OF KELOWNA

MEMORANDUM

Date: May 26, 2007
File No.: 2380-20
To: City Manager
From: Property Manager
Subject: Ben Lee Park Concession

RECOMMENDATION:

THAT City Council approves a three year lease with two one-year options to renew, based on the attached criteria, in the City standard format with "Una Mak dba Concession Stand at Ben Lee Park" for the lease of the Ben Lee Park Concession;

AND THAT the Mayor and City Clerk be authorized to execute the lease;

AND FURTHER THAT the 2008 Financial Plan be amended accordingly.

BACKGROUND:

Civic Properties issued a Request for Proposal # T08-045 for the operation of the concession at Ben Lee Park. One bid was received was from Una Mak.

The proposal meets all the criteria set out in the RFP including the requirement for healthy food choices.

Base Terms of Lease Agreement for Una Mak. for the Ben Lee Park Concession

Term:	3 years (May 1, 2008 – April 30, 2011)
Renewal:	Two one-year renewal options at the tenants request and the City's discretion.
Rate:	\$1,000 per year
Tenant Improvements:	By tenant

The proponent has successfully operated this concession since 2002.

FINANCIAL/BUDGETARY CONSIDERATIONS:

The Financial Plan will require updating.

Considerations that were not applicable to this report:

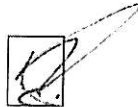
LEGAL/STATUTORY AUTHORITY:
LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:
EXISTING POLICY:
PERSONNEL IMPLICATIONS:
TECHNICAL REQUIREMENTS:
EXTERNAL AGENCY/PUBLIC COMMENTS:
ALTERNATE RECOMMENDATION:

Submitted by:



R. Forbes – Property Manager

Approved for Inclusion:



cc: Director of Financial Services
Parks Manager
Civic Properties Manager