



CITY MANAGER SIGNATURE REQUEST ROUTING FORM

Rev: 11 | Revision Date: 07/02/2025

SECTION 1 | SUMMARY INFORMATION

Date: 11/26/25

Agenda Item Commission Memo Letter (to external agency) Other Document

Document Title/Purpose: 1st Amendment - Lease Agreement between Cypress Corporate Center LLC & COFL - for the Information Technology Services Department

Commission Meeting Date: 11/4/2025 CAM #: 25-1012 Item #: CM-12

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: Sonia Sierra Ext: 5598

Department: CMO Router Name: Angela Salmon Ext: 3443

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

*Return Document To: Angela Salmon Department: CMO Ext: 3443

*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.

Please provide scan of executed doc to ssierra@fortHendricks.gov

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: Lynn Solomon Approved as to Form: Yes No Initials: [Signature]

Route to: Finance (if applicable) Date: N/A Route to: CCO Date: 11/26/25

SECTION 4 | CITY CLERK'S OFFICE (CCO)

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

Route to CMO Date: 12/01/25 Route to Mayor Date:

SECTION 5 | CITY MANAGER'S OFFICE (CMO)

LOG #: DEC 05 Date Received: 12/1/25 Received From: CLO

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

Approved Init.: BON doc 1 for continuous routing to Rickelle Williams, City Manager/Executive Director

Disapproved: Comments:

Executive Assistant Route to CCO Date: 12/4/25



FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT ("Amendment") with an effective date of November 1, 2025, is dated as of the ____ dates set forth below is by and between Cypress Corporate Center LLC, a Florida limited liability company ("Landlord"), and City of Fort Lauderdale, a Florida municipal corporation ("Tenant").

WITNESSETH:

A. Landlord and Tenant entered into a Lease Agreement dated December 5, 2023 for Suite No. 500 on the fifth floor of the Building located at 1901 West Cypress Creek Road in Fort Lauderdale, Florida (the "Original Premises").

B. The Parties desire to clarify that the Initial Term of the Lease commenced on January 1, 2024 (the "Rent Commencement Date") and shall continue for a period of thirty-six (36) months thereafter, expiring on December 31, 2026, unless sooner terminated as provided in the Lease.

C. Accordingly, all references in the Lease to the "Commencement Date," "Rent Commencement Date," or "Initial Term" shall be deemed to mean and refer to January 1, 2024 as the commencement of the Lease Term.

D. Landlord and Tenant wish to amend the Lease (i) to expand the Premises to include Suite 101, and (ii) to extend the term of the Original Lease.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Recitals.** The foregoing recitals are incorporated by reference into this Amendment.
2. **Definitions.** Except as modified by this Amendment, the definitions set forth in the Lease shall have the same meaning in this Amendment.
3. **Expansion of Premises.** Section 1.01 is amended to provide that effective November 1, 2025, the Premises shall also include Suite 101 in the Building, consisting of 4,895 rentable square feet (the "Expansion Premises"). The Original Premises, as defined in the Lease and consisting of 9,378 rentable square feet, and the Expansion Premises shall collectively be defined as the Premises.
 - a. Tenant shall have access to the Expansion Premises upon full execution of this Amendment to prepare it for occupancy.
 - b. Tenant shall accept the Expansion Premises in "as is" condition, together with the FF&E presently in the Expansion Premises (See Exhibit A).
 - c. Commencing November 1, 2025, Tenant shall pay Gross Rent for the Expansion Premises, in the annual amount of Eighty Nine Thousand Nine Hundred Eighty Two and 75/100 Dollars (\$89,982.75), payable in monthly installments of Seven Thousand Four Hundred Ninety Eight and 56/100 Dollars (\$7,498.56), subject to an annual increase of three percent (3%) per annum starting November 1, 2026.
 - d. For avoidance of doubt, the rental rate for the Expansion Premises is a Gross rental rate of \$18.38 per rentable square foot, and Tenant shall not be charged any separate or additional operating or maintenance expenses or taxes for the Expansion Premises.
4. **Extension of Lease Term.** Section 1.03 is amended to provide that the Initial Term of the Lease, as modified by this Amendment, which was originally scheduled to

expire on December 31, 2026, is hereby extended and shall end on July 31, 2028.

5. Except as specifically amended herein, all other provisions of the Lease shall remain the same and in full force and effect and the parties ratify and confirm the terms and conditions of the Lease.

6. **Counterparts, Electronic Signatures.** This document may be executed in counterparts and each counterpart may be deemed an original. A signature page executed via DocuSign® or other electronic means and transmitted by facsimile or by portable document format (.pdf) attachment to an email shall be deemed to be original signatures and shall be legal and binding on the transmitting party and shall have the same full force and effect as if such signature page was an original signature page.

IN WITNESS WHEREOF, the parties hereto have executed and delivered this First Amendment as of the day and year first written below.

LANDLORD:

**CYPRESS CORPORATE CENTER
LLC, a Florida limited liability company**

WITNESSES:



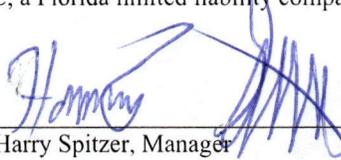
Signature

Diana Rodriguez
[Witness type or print name]



Signature

Edward Carust
[Witness type or print name]

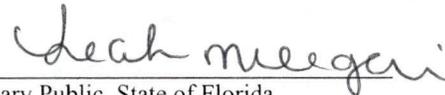
By: 

Harry Spitzer, Manager

October 14, 2025

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this by means of physical presence or online notarization, this 14th day of November, 2025, by Harry Spitzer, Manager of CYPRESS CORPORATE CENTER LLC, a Florida limited liability company on behalf of the CYPRESS CORPORATE CENTER LLC. He is personally known to me or has produced Drivers License as identification.



Notary Public, State of Florida

Leah Melegari

Name of Notary Typed, Printed or Stamped



TENANT:

**CITY OF FORT LAUDERDALE, A
MUNICIPAL CORPORATION OF THE
STATE OF FLORIDA**

WITNESSES:

[Signature]
Signature

Miriamé Civil
[Witness type or print name]

By: [Signature]
Dean J. Trantalis, Mayor

By: [Signature]
Rickelle Williams, City Manager

[Signature]
Signature

Kayandre Haynes
[Witness type or print name]

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

By: [Signature]
Lynn Solomon, Esq.
Assistant City Attorney

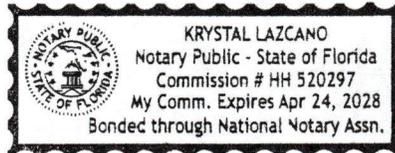
ATTEST: [Signature]
David R. Soloman, City Clerk



STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 10 day of December, 2025, by DEAN J. TRANTALIS, Mayor of the City of Fort Lauderdale, a municipal corporation of Florida on behalf of the City of Fort Lauderdale. He is personally known to me or has produced _____ as identification.

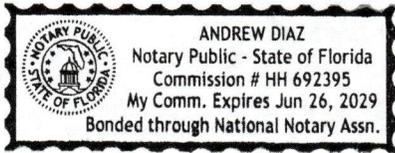
[Signature]
Notary Public, State of Florida
KRYSTAL LAZCANO
Name of Notary Typed, Printed or Stamped



STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this by means of physical presence or online notarization, this 4th day of December, 2025, by RICKELLE WILLIAMS, City Manager of the City of Fort Lauderdale, a municipal corporation of Florida on behalf of the City of Fort Lauderdale. She is personally known to me or has produced _____ as identification.

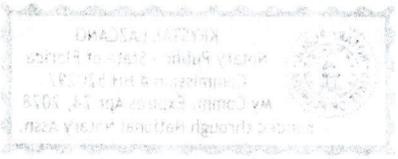
[Signature]
Notary Public, State of Florida
Andrew Diaz
Name of Notary Typed, Printed or Stamped



Handwritten notes at the top of the page, including the word "DRAFT" and other illegible scribbles.



Handwritten notes on the right side of the page, including the word "Project" and other illegible text.



Handwritten text in the middle of the page, possibly "17 December".



Handwritten notes at the bottom right of the page, including the word "Project" and other illegible text.

EXHIBIT A

The FF&E within the Expansion Premises consists of 21 Cubicles.

AFFIDAVIT

The undersigned, on behalf of CYPRESS Corporate Center LLC, a Florida (State) Non governmental (Type of Entity), ("Nongovernmental Entity"), under penalty of perjury, hereby deposes and says:

1. My name is Harry Spitzer.
2. I am an officer or authorized representative of the Nongovernmental Entity.
3. I attest that the Nongovernmental Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2023), as may be amended or revised.

Under penalties of perjury, I declare I have read the foregoing Affidavit and that the facts stated are true.

Name of Officer: Harry Spitzer Title: President

Signature of Officer: [Handwritten Signature]

Office Address: _____

Email Address: _____ Main Phone Number: _____

FEIN No. __ - __ / / / / / /

OR

Name of Representative: _____ Title: _____

Signature of Representative: _____

Office Address: _____

Email Address: _____ Main Phone Number: _____

FEIN No. __ - __ / / / / / /