

6. DISCUSSION: APPROVAL TO ENTER INTO A MONTH-TO-MONTH LEASE WITH THE FOOD BANK AT SPANISH COURTS  
**(ATTACHMENT - # 6)**

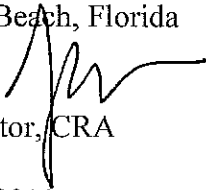


## RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY

BANK OF AMERICA FINANCIAL CENTRE  
2001 BROADWAY SUITE 300  
RIVIERA BEACH FLORIDA 33404  
PHONE: 561-844-3408  
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WEBSITE: [www.rbkra.org](http://www.rbkra.org)

### MEMORANDUM

**TO:** Honorable Chair and Members, CRA Board of Commissioners  
City of Riviera Beach, Florida

**FROM:** Tony T. Brown   
Executive Director, CRA

**DATE:** September 21, 2011

**SUBJECT:** Spanish Courts

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Per the Board directive all the tenants from Spanish Courts have vacated, but the Food Bank. City Manager agreed to pay the past due rent owed by the Food Bank from the Services Reimbursement fees the CRA owes the City.

The CRA Staff is seeking the approval of the Board to allow the Food Bank, effective October 1, 2011, to stay at Spanish Courts rent free on a month-to-month basis. We will reserve the right to issue a notice to vacate but such decision will require a 90-day prior notice.

Allowing the food bank to remain at Spanish Courts keeps eyes on the property while development options are considered. We seek your approval to initiate a new lease to reflect these terms.

Attachement  
TB/ep



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September 21, 2011

Hand delivered

Ms. Willie Watson  
Spanish Courts Food Bank  
Spanish Courts Cottages R & S  
1124 Broadway  
Riviera Beach, FL 33404

Re: Lease Agreement

Dear Ms. Watson:

Mary McKinney, Director of the Community Development Department of the City of Riviera Beach, notified us that the City does not have the available funds to pay for the rent of Cottages R & S at Spanish Courts effective October 1, 2011. The current rent is \$300.00 a month each (\$600.00 total). The Assistant City Manager, Paul White, made efforts to find a place within the City for the relocation of the Food Bank, unsuccessfully.

The CRA Board instructed us to collect the rents on the occupied cottages or make sure the property was vacated. As of today the only tenant occupying cottages is the Food Bank. Effective October 1, 2011 we will ask the CRA Board to allow you to remain rent-free at Spanish Courts on a month-to-month basis. We reserve the right to issue a notice to vacate but such a decision will require a 90-day prior notice and subject to the CRA Board's approval of our recommendation.

If these terms are satisfactory, please contact us within the next 7 days with your concurrence and we will initiate new lease term, following our board's approval to do so.

Sincerely,

Tony T. Brown  
Executive Director

TB/ep