

November 29, 2000

Facilities Planning and Construction  
Paul J. Phillips, Chief Facilities Officer

**SUBJECT: REIMBURSEMENT TO THE COMMUNITY PARTNERSHIP FOR HOMELESS, INC., FOR THE BOARD'S PROPORTIONAL SHARE OF OPERATIONAL EXPENSES AT THE MIAMI HOMELESS ASSISTANCE CENTER**

Since October 1995, the Board has leased 6,945 square feet of space at the Miami Homeless Assistance Center (Center), located at 1550 North Miami Avenue, from the Community Partnership for Homeless, Inc. (CPHI). The Board had previously agreed to lease the land to CPHI to allow for the provision of certain services, educational programs, activities and facilities for the use and benefit of the homeless population of Miami-Dade County. In addition, the Board participated in the construction of the educational component of the Center by paying CPHI \$769,477.34, as its proportional share of the construction and equipment costs associated with the 6,945 square feet. In exchange, this space is reserved for the District's use for a base term of 40 years at a rental rate of \$1.00 per year.

The terms of the lease agreement require the Board to reimburse CPHI annually for the District's proportionate share of the operational expenses incurred due to the presence of the educational program. This annual amount is based upon CPHI's estimate of operational expenses for the forthcoming year. Such expenses include janitorial supplies, pest control, trash removal, utilities, the kitchen manager's salary, security and phones.

The lease agreement requires CPHI to provide the Board with certification by an independent auditor of the actual operating expenses incurred by category of expense, with adjustments based on actual versus estimated costs to be made in each subsequent year. After staff review of the backup materials prepared by the independent auditor and supplied by CPHI documenting actual expenses for the period of October 1, 1998 to September 30, 1999 (CPHI's fiscal year), and receipt of the estimate of expenses for the period of October 6, 2000 to October 5, 2001, it has been confirmed that the amount due to CPHI for the period of October 6, 2000 to October 5, 2001 is \$85,632 (\$7,136 monthly). Pursuant to the lease agreement, this amount will be reviewed once CPHI provides its independent audit for the period of October 1, 1999 to September 30, 2000, and as in past years, the appropriate adjustment will be made as part of next year's payment to CPHI.

The officers and directors of the Community Partnership for Homeless, Inc., are: Alvah H. Chapman, Jr., Chairman of the Board of Directors; Carlos A. Migoya, Treasurer/Director; Lynn B. Lewis, Secretary Director; Douglas Harris, Director; William H. Allen, Jr., Director; and Richard Adams, Jr., Director. The Registered Agent is Kathy C. Harris.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, authorize an annual payment of \$85,632, payable in 12 monthly installments of \$7,136, to the Community Partnership for Homeless, Inc., for the Board's proportional share of operational expenses at the Miami Homeless Assistance Center for the period of October 6, 2000 to October 5, 2001.

VGv:slr