

**17606**

DATE: June 21, 2011

TO: Board of Acquisition and Contract

FROM: Edward Buroughs  
Commissioner, Department of Planning

SUBJECT: Resolution authorizing the Agreement between the County of Westchester and the Westchester Housing Fund, Inc. d/b/a Community Capital Resources, to provide Operational Funding to carry out Affordable Housing and Small Business Activities

The attached resolution authorizes the County of Westchester to enter into an agreement with the Westchester Housing Fund, Inc. d/b/a Community Capital Resources (CCR), to carry out unique affordable housing activities for an amount not to exceed \$99,652.00, pursuant to an approved budget. The term of the agreement is January 1, 2011, to December 31, 2011.

CCR will provide services which will include, but not be limited to, the creation of new affordable housing projects focusing particularly on addressing the needs of the Westchester Housing Settlement and the foreclosure crisis; providing critical "gap" financing to six (6) affordable housing projects in Westchester County; providing part-time foreclosure prevention counseling; providing technical assistance, support, advocacy and/or financing to at least ten (10) housing groups, developers, municipalities or other community groups on affordable housing, with priority given to projects in communities that will address the Housing Settlement; providing guidance on access to capital for eighty-five (85) start up and emerging small business owners in Westchester County; providing five hundred (500) hours of technical assistance to small business owners; and providing financial education/asset building to those struggling to manage their finances thru workshops and the creation and distribution of financial literature.

Westchester Housing Fund, Inc. d/b/a Community Capital Resources was able to meet or exceed the goals set for the 2010 contract period. We anticipate that CCR will be able to successfully reach or exceed all goals set for this year.

This agreement will provide housing activities that: will assist residents, local employees and other low income households to live in the county; will aid local governments and the County with fiscal responsibility through the increase in tax dollars received from properties that would otherwise not provide a similar tax payment if not put toward productive use; and will increase mortgage tax revenues as the homes are sold and resold to new families. The affordable housing to be supported will contribute to the economic viability of the county by retaining or attracting a skilled workforce attractive to employers, school districts, hospitals, etc.

For purposes of full disclosure, it is noted that Deputy Commissioner Norma Drummond sits on the Board of Directors of the Westchester Housing Fund, Inc. d/b/a Community Capital Resources. She has no financial interest in this agreement whatsoever, and sits on the Board in order to closely provide financial oversight of the development of affordable housing in Westchester County.

This agreement will serve the public purpose of promoting the provision of fair and affordable housing and of fiscal responsibility through the increase in tax revenue. The service provided by the Westchester Housing Fund, Inc. d/b/a Community Capital Resources is essential to the provision of affordable housing in Westchester County; the Department of Planning does not have the staff necessary to provide these valuable services. The program will be monitored by the Department of Planning staff, who will review all payment requests to make sure all contractual requirements are met.

Authority to exempt this Agreement from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xxi thereof has been granted by your Honorable Board in accordance with a separate resolution of even date herewith.

Accordingly, a resolution to authorize an agreement with Westchester Housing Fund, Inc. d/b/a Community Capital Resources, is hereby submitted for your consideration.

I recommend approval of this agreement.

EB/cp  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/07/2011 - PRIMARY MEETING, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with the Westchester Housing Fund, Inc. d/b/a Community Capital Resources, to carry out affordable housing and small business activities for an amount not to exceed \$99,652.00, for a term beginning January 1, 2011 and ending December 31, 2011, for services which include, but are not limited to, the creation of new affordable housing projects focusing particularly on addressing the needs of the Westchester Housing Settlement and the foreclosure crisis; providing critical "gap" financing to six (6) affordable housing projects in Westchester County; providing part-time foreclosure prevention counseling; providing technical assistance, support, advocacy and/or financing to at least ten (10) housing groups, developers, municipalities or other community groups on affordable housing, with priority given to projects in communities that will address the Housing Settlement; providing guidance on access to capital for eighty-five (85) start up and emerging small business owners in Westchester County; providing five hundred (500) hours of technical assistance to small business owners; and providing financial education/asset building to those struggling to manage their finances thru workshops and the creation and distribution of financial literature; and be it further

RESOLVED, that this agreement is subject to County appropriations; and be it further

RESOLVED, this agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this agreement upon reasonable written notice; and be it further

RESOLVED, that the County Executive or his authorized designee be and hereby is authorized to execute any and all documents necessary and appropriate to effectuate purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	19	0100	4420	N/A	\$99,652.00

Budget Funding Year(s) (must match resolution)      FY 2011    Start Date      January 1, 2011    End Date      December 31, 2011

Funding Source      Tax Dollars      \$99,652.00

State Aid \_\_\_\_\_

Federal Aid \_\_\_\_\_

Other \_\_\_\_\_

**\$99,652.00**  
(must match resolution)