

42905

October 27, 2014

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner, Parks, Recreation and Conservation

RE: Authority to enter into a license agreement with Kerry Higgins, Program Specialist (PRC) for the County-owned residence at Cranberry Lake Preserve, 1609 Old Orchard Street, West Harrison, New York 10604, in accordance with the formula for the licensing of County residences for the period December 1, 2014 through May 31, 2016.

Authority is requested to enter into a license agreement with Kerry Higgins, Program Specialist (PRC), for the County-owned residence at Cranberry Lake Preserve, located within the municipal boundary of the Town of North Castle, with the mailing address of 1609 Old Orchard Street, West Harrison, New York 10604 for the period December 1, 2014 through May 31, 2016.

In 2014, the residence was evaluated by a licensed real estate appraiser to determine the market value license fee. In accordance with the Department's Housing Policy, the residence was discounted by 50% to calculate the actual monthly license fee. The term of the license will be from December 1, 2014 to May 31, 2016.

As a privilege of living in this County-owned residence, the license fees shall be:

<u>Period</u>	<u>Monthly License Fee</u>
December 1, 2014 through May 31, 2015	\$1,250
June 1, 2015 through May 31, 2016	\$1,275

The ultimate goal of this agreement will be for the public good by providing an employee in this area of Cranberry Lake Preserve to provide a security presence while at the same time providing revenue to the County. The agreement promotes fiscal responsibility as the County will benefit from the revenue from the license agreement. The objective of this agreement is to allow for the

continued presence of County employees on park property and will be tracked and monitored by site visits by Department of Parks, Recreation and Conservation staff.

This agreement is exempt from the Westchester County procurement policy pursuant to Section 3(b), thereof.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/20/2014 - JOMARY VIEIRA SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into a license agreement with Kerry Higgins, Program Specialist (PRC), for the County-owned residence at Cranberry Lake Preserve, located within the municipal boundary of the Town of North Castle, with the mailing address of 1609 Old Orchard Street, West Harrison, New York 10604 for the period December 1, 2014 through May 31, 2016; and be it further

RESOLVED, as a privilege of living in this County-owned residence, the license fee shall be as follows:

<u>Period</u>	<u>Monthly License Fee</u>
December 1, 2014 through May 31, 2015	\$1,250
June 1, 2015 through May 31, 2016	\$1,275; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments necessary to implement this Resolution.

Original Agreement \$22,800
 First Amendment \$
This Amendment \$ _____
 TOTAL \$22,800

Agreement #PRC-971

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	4650	9063		\$1,250	2014
165	42	4650	9063		\$15,175	2015
165	42	4650	9063		\$6,375	2016

Budget Funding Year(s) 2014-2016 Start Date 12-1-14 End Date 5-31-16
 (must match resolution)

Funding Source Tax Dollars _____

State Aid _____

\$ 22,800 Federal Aid _____

(must match resolution)

Other Revenue

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/20/2014 - JOMARY VIEIRA, SECRETARY