

WHITE PLAINS URBAN RENEWAL AGENCY

www.cityofwhiteplains.com/urbanrenewal

2011-12 ANNUAL REPORT

Part One:

Part One of the 2011-12 Annual Report of the White Plains Urban Renewal Agency (“Agency”) has been prepared pursuant to Public Authorities Law Section 2800, under the Public Authorities Accountability Act (PAAA) of 2005.

I. Operations and Accomplishments Fiscal Year 2011-12

Summary:

During Fiscal Year 2011-12, the weakness in the national, regional and local economy continued to result in very little new redevelopment activity within areas subject to urban renewal plans approved by the Agency. As a result, Agency expenses during this Fiscal Year were limited to primarily administrative costs and payment of taxes and fees on Agency owned properties.

On June 7, 2012, the Agency received an award from the Westchester Municipal Planning Federation for excellence in planning for the completion of the East Post Road Phase II Urban Renewal Project redevelopment projects in the East Post Road Phase II Urban Renewal Project, WPUR-9B. This project included (1) completion and occupancy of The Kensington Assisted Living facility, (2) completion and occupancy of the dental/surgical office Westchester Implant and Oral Surgery Group at 4 Cromwell, and (3) completion and occupancy of the 700+ space municipal parking garage of which 42% is leased to White Plains Hospital Center.

Metropolitan Plaza located in the Phase I Main-Mamaroneck Urban Renewal Project Area, Project WPUR-13 which was in the approval process in 2010-11 received its final site plan and special permit approvals from the City of White Plains, and all necessary approvals from the Agency in 2011-12 and commenced construction. This project consists of a two story retail base with an approximately 150 bed extended stay hotel. The project includes an elevated walkway from the City Center Municipal Parking Garage to Main Street, improving public access to Main Street. This project has also included the revitalization of retail/restaurant space along the south side of Main Street from Conroy Drive to North Broadway.

During the 2011-12 fiscal year, the Community Development Rehabilitation Program staff, working with Habitat for Humanity and designated contractors completed the rehabilitation of a distressed residential property at 10 Odell Avenue located in the area designated as slum/blight area under the General Neighborhood Renewal Plan pursuant to General Municipal Law Section 502.3 and 554(16) approved by the Agency in March 2010. The house was placed on the market for sale under the City’s Affordable Home Ownership Program Rules and Procedures. A qualified and eligible buyer is in the process of purchasing the home. A closing is expected to occur in October 2012.

The owner of the 55 Bank Street property located in the Bank Street and Central Renewal Project Areas did not proceed with development of the approved project due to financial conditions.

Each project listed above is described in more detail below.

A-1. Operations and Accomplishments: Specific Urban Renewal Projects (topically not chronologically):

1. *East Post Road Phase II Urban Renewal Project, WPUR-9B*

- a. Municipal Parking Garage:** During the 2009-10 fiscal year, construction was completed of the 758 space municipal parking garage owned by the City of White Plains which was built on Agency owned property within the East Post Road Phase II Urban Renewal Project, which property was transferred to the City upon the completion of the parking garage. It is known as the Longview Municipal Parking Garage. Approx. 42% of the spaces in the parking garage are leased to White Plains Hospital Center which is the City's largest employer and an important component of the City's over all economy and medical sector in particular. The construction of a municipal parking garage to support White Plains Hospital and local businesses and residents was the primary objective of the East Post Road Phase II Urban Renewal Plan, and consistent with the objectives and strategies of the 1997 Comprehensive Plan, as amended by the 2006 Plan Update.

Fiscal Year 2011-12: The Longview Municipal Parking Garage continues to serve a vital role in the Post Road Corridor, providing critical parking to White Plains Hospital Center and surrounding businesses.

- b. 4 Cromwell Place:** On December 8, 2009, the Agency closed on the sale of the property at 4 Cromwell Place in the East Post Road Phase II Urban Renewal Project to 4 Cromwell Place, LLC. This sale to a medical group further enhances the revitalization of this area as a medical office/hospital zone. During the Agency's 2010-11 fiscal year, the medical group invested substantial funds into the rehabilitation of the property and is operating its dental/surgical practice from this location.

Fiscal Year 2011-12: The medical group is operating its practice out of 4 Cromwell and this development conforms with all of the objectives and strategies of the Urban Renewal Plan and the City's Comprehensive Plan.

- c. **Kensington Assisted Living**: On December 18, 2009, the Agency closed on the sale of Agency property in the East Post Road Phase II Urban Renewal Project to the designated developer and sponsor White Plains Kensington, LLC, (“Kensington”) for the redevelopment of the final Agency owned property in the East Post Road Phase II Urban Renewal Project, which was not required for the construction of the Longview Municipal Parking Garage. The closing was a simultaneous closing held at HUD Offices at 26 Federal Plaza. Kensington obtained Section 232 mortgage insurance for the project. The 86 unit Kensington Assisted Living project for the frail elderly was constructed during the 2010-11 fiscal year.

Fiscal Year 2011-12: During this reporting period, the owner of the Kensington Assisted Living Facility, Four Square Properties, notified the Agency management that it was filing for a Final Certificate of Occupancy and, upon receipt of same would apply to the Agency for the Certificate of Completion for the project. During 2011-12, the Kensington Assisted Living Project became substantially occupied.

2. ***Central Renewal Project, Project No. NY-R 37***

- a. **55 Bank Street**: By Agency Resolution 20-2007, the Agency itself approved and recommended to the Common Council approval of the 55 Bank Street 80/20 Housing Development Project Land Disposition Agreement. The Common Council approved the 55 Bank Street Housing Development Project Land Disposition Agreement on June 14, 2007. The Land Disposition Agreement was amended by the Agency by Resolution 11-2008 and by the Common Council on August 8, 2008. The site plan for the Project was subsequently approved by both the Agency and the Common Council.

Fiscal Year 2011-12: This project has not proceeded to construction due to the inability to obtain financing in the current financial markets.

3. ***Main-Mamaroneck Phase I Urban Renewal Project WPUR-13***

- a. **Metropolitan Plaza WP, LLC Phase I**: At its September 20, 2010 meeting, the Agency received from the Common Council a referral of plans for the proposed redevelopment of the property known as 250-270 Main Street within the Phase I Main-Mamaroneck Urban Renewal Project, Project WPUR-13. The applicant Metropolitan Plaza WP, LLC (“Applicant”) proposed to rehabilitate a portion of the storefronts along the eastern portion of

the property and construct a pedestrian walkway between 250 Main Street and the existing Citibank building located at 244 Main Street. The Applicant further proposed to construct a second level of retail of approximately 17,000 square feet over the retail base at 250 Main Street and approximately 9,000 square feet of office use over the existing buildings at 245-270 Main Street (“Metropolitan Plaza Project”). The parcels included in the Metropolitan Plaza Project are identified in the Main-Mamaroneck Phase I Urban Renewal Plan as parcels 43, 44, 45, 46, and 47, and are subject to review by the Agency under such Plan. By **Agency Resolution 13-2010**, the Agency found that the Metropolitan Plaza Project is consistent with the Zoning Ordinance and therefore satisfies this requirement of the Main-Mamaroneck Phase I Plan.

- (1) By **Agency Resolution 13-2010**, the Agency found Phase I of the Metropolitan Plaza Project, consisting of the grade level and second floor redevelopment, to be consistent with the Main-Mamaroneck Phase I Urban Renewal Plan and the City’s Comprehensive Plan subject to a series of conditions and findings, including principally:
 - (a) Any site plan approval must include a condition that the Applicant obtain the Agency’s separate approval for materials and design, “including notes and samples of color and material of all exterior portions of the new buildings and structures, including signs . . . Such plans and designs shall be reviewed with respect to architectural style, general design, arrangement, location, and materials affecting exterior appearance,” as required in the Main-Mamaroneck Phase I Plan.
 - (b) With regard to the proposed access points into the City Center Municipal Garage at grade and at the third parking level, the Applicant must present to the Agency a proposed agreement for access across Agency property. This agreement must be in a form acceptable to the Counsel to the Agency and must be approved by the Agency. Any site plan approval must include such an agreement for approval by the Agency as a condition of the approval. Approvals will also be required by other entities in ownership of the parking garage, as determined by the Corporation Counsel.

- (c) The Agency recognizes that the Main-Mamaroneck Phase I Plan permits the Applicant to retain and apply the existing parking credit. The Agency supports the recommendation of Agency staff that the fee-in-lieu of parking be accepted for the balance of 28 spaces.
- (d) The two story Metropolitan Plaza Project for which site plan approval is sought by the Applicant presents a significant improvement to the Main Street streetscape.
- (e) The Agency supports and encourages the use of “green building” technology in development and recommends that the Applicant demonstrate to the Common Council and Agency how its building is achieving at minimum a LEED standard for green building design.

b. **Metropolitan Plaza WP, LLC Phase II:** At its meeting of April 28, 2011, the Agency, by adoption of **Agency Resolution 05-2011**, amending **Agency Resolution 13-2010** included the approval of the Phase II hotel for the Metropolitan Plaza Project, subject to certain findings and conditions, the principal ones being:

- (1) The Phase II hotel for which site plan approval is sought by the Applicant presents a significant improvement to the Main Street streetscape.
- (2) The signage on the ground level of the portion of the building which has undergone rehabilitation has been approved by the Design Review Board. As with Phase I, any site plan approval for Phase II must include a condition that the Applicant obtain the Agency’s separate approval for materials and design, “including notes and samples of color and material of all exterior portions of the new buildings and structures, including signs . . . Such plans and designs shall be reviewed with respect to architectural style, general design, arrangement, location, and materials affecting exterior appearance,” as required in the Main-Mamaroneck Phase I Plan.
- (3) With regard to the proposed access points into the City Center Municipal Garage at grade and at the third parking

level, the Agency Counsel has reviewed a draft pedestrian easement agreement for access to the site across Agency property. Approval of this agreement is addressed in **Agency Resolution 6-2011**.

- (4) In **Agency Resolution 13-2010**, the Agency agreed that it was appropriate to treat the Combined SEQR Action of Phase I and Phase II as a single action. The Agency further found that the impacts of the Combined SEQR Action are substantially less than those reviewed and found to generate no significant environmental impacts in the case of the formerly approved Pinnacle Project. The Common Council, as Lead Agency, made such a determination at the time of site plan approval for Phase I. The Agency finds that the proposed Phase II of the Metropolitan Plaza Project presented to the Agency at its meeting of April 28, 2011 is consistent with the Common Councils environmental findings.
- (5) At its meeting of April 28, 2011, the Agency also adopted **Agency Resolution 06-2011** authorizing the Chairman to execute a pedestrian easement agreement among the Agency the City of White Plains and Metropolitan Plaza WP, Inc., for non-exclusive access to and passage through the City Center Municipal Parking Garage.

Fiscal Year 2011-12: The Agreement for a pedestrian access easement for the Metropolitan Plaza project and to provide access from the City Center Municipal Parking Garage to Main Street, which easement is among the Agency, the City of White Plains and Metropolitan Plaza WP, Inc. was approved and executed in 2011-12, funding has been approved for the project from lenders and construction has commenced. It is anticipated that construction of Phase I and Phase II will be completed by the end of the 2012-13 fiscal year.

4. *General Neighborhood Renewal Plan pursuant to General Municipal Law Section 502.3 and 554(16)*

a. 10 Odell Avenue:

- (1) At its meeting of March 31, 2010, the Agency adopted **Agency Resolution 02-2010** authorizing the establishment of a demonstration program, pursuant to General Municipal Law Section 554(15) to test and report methods for carrying out a program in connection with the arrest and prevention

of conditions of deterioration or blight and requesting that the Common Council authorize the sale to the Agency of the abandoned and severely deteriorated property located at 10 Odell Avenue which had come to the City through nonpayment of property taxes, and which is located in an area with significant slum and blighting conditions, as determined by Agency staff in a detailed property conditions windshield survey conducted in 2009 and 2010. The purpose of the acquisition by the Agency was to rehabilitate the single family property and sell it as affordable housing to a family with an income no greater than 80% of median income.

- (2) At its meeting of April 5, 2010, the Common Council authorized the sale of the foreclosed property at 10 Odell Avenue to the Agency, pursuant to the request and terms set forth in **Agency Resolution 02-2010**.
- (3) At its meeting of June 24, 2010, by **Agency Resolution 11-2010**, the Agency adopted a budget for the acquisition from the City of White Plains and rehabilitation and resale to a qualified moderate income family of the single family property known as 10 Odell Avenue.
- (4) At its meeting of September 20, 2010, the Agency adopted **Agency Resolution 12-2010**. This resolution authorizes a license agreement between the Agency and Habitat For Humanity, Inc., for the rehabilitation of 10 Odell Avenue.
- (5) During the 2010-11 fiscal year, Agency employees funded through the Federal Community Development Program, have overseen the rehabilitation of 10 Odell Avenue, working closely with Habitat for Humanity.

Fiscal Year 2011-12 Rehabilitation work at 10 Odell Avenue has been completed and Community Development funded staff marketed the home to income eligible first time homebuyers under the City's Affordable Housing Assistance Program. As noted, a closing on the Property with a qualified and eligible home buyer is scheduled for October 2012.

b. Expanded Post Road Corridor Renewal Plan:

- (1) Based on a report from Agency staff entitled "Preliminary Analysis for General Neighborhood Renewal Plan Pursuant to General Municipal Law Sections 502.3 and 554(16), the

Agency, at its meeting of June 7, 2011, adopted **Resolution 07-2011** entitled RESOLUTION (1) FINDING THE PROPOSED EXPANDED POST ROAD/S. LEXINGTON AVENUE URBAN RENEWAL AREA DEFINED AND DESCRIBED HEREIN TO BE APPROPRIATE FOR URBAN RENEWAL; (2) RECOMMENDING THAT THE COMMON COUNCIL DELINEATE AND DESIGNATE THE EXPANDED POST ROAD/S. LEXINGTON AVENUE URBAN RENEWAL PROJECT, PROJECT NO. WPUR-12E; AND (3) UPON SUCH DESIGNATION, DIRECTING AGENCY STAFF TO PREPARE AN URBAN RENEWAL PLAN THEREFOR, FOR SUBMISSION TO THE AGENCY,.

Fiscal Year 2011-12: At its July 5, 2011 meeting, during the 2011-12 fiscal year, the Common Council adopted a resolution entitled “Resolution of the Common Council of the City of White Plains delineating and designating the expanded Post Road/South Lexington Avenue Urban Renewal Project, Project No. WPUR-12E, and authorizing the preparation of a Phase I Urban Renewal Plan therefor.” Agency management is preparing an urban renewal plan for the designated area for submission to the Agency. The plan was not completed during the 2011-12 Agency fiscal year. Agency management applied for funding to support the development of the urban renewal plan for the Post Road/S. Lexington Corridor from the 2011 Federal Community Planning Challenge Grant. Funding was not awarded. During this fiscal year, the White Plains Housing Authority applied for site plan and special permit approval for the construction of a new mixed use residential and community facility building to be located on the Winbrook Public Housing site which is located within the proposed Expanded Post Road/S. Lexington Avenue Urban Renewal Project Area, Project No. WPUR-12E. Approval by the Common Council was granted on August 6, 2012.

A-2. Operations and Accomplishments: Agency Operations: (topically, not chronologically)

1. *Annual Administrative Budget, Inception to Date Budget and Project Budgets:*

- a. At its meeting of April 28, 2011, by **Agency Resolution 02-2011**, the Agency amended the Combined Federal “Inception to Date” Budget with respect to the Agency’s Administrative Budget authorization for 2011-12.
- b. At its meeting of April 28, 2011, by **Agency Resolution 03-2011**, the Agency adopted the 2011-12 Annual Administrative Budget to

reflect final revenues and expenditures from July 1, 2011 through June 30, 2012.

- c. At its meeting of March 30, 2012, the Agency adopted **Agency Resolution 01-2012**, amending the Combined Federal “Inception to Date” Budget with respect to the Agency’s Administrative Budget authorization for 2012-13.
- d. At its meeting of March 30, 2012, the Agency adopted **Agency Resolution 02-2012**, adopting the 2012-13 Annual Administrative Budget to reflect final revenues and expenditures from July 1, 2012 through June 30, 2013.

2. ***“Community Development and Section 8 Program Position Title and Salary Schedules”***

With regard to the adoption and amendments to the “Community Development and Section 8 Program Position Title and Salary Schedules” for fiscal year 2011-12 for Agency employees funded through and implementing the requirements of the federal Community Development and Section 8 Programs:

- a. There were no changes to the “Community Development and Section 8 Program Position Title and Salary Schedules” for fiscal year 2011-12 until June 2012.

At its meeting of June 13, 2012, the Agency, by **Agency Resolution 03-2011**, amended the “Community Development and Section 8 Program Position Title and Salary Schedules” for fiscal year 2011-12 with respect to the Community Development Assistant position (see Exhibit C(1)).

- b. At its meeting of June 13, 2012, the Agency, by **Agency Resolution 03-2011**, adopted the “Community Development and Section 8 Program Position Title and Salary Schedules” for fiscal year 2012-13 (see Exhibit C(2)).

3. ***Agency Mission Statement and Performance Measures for FY 2011-12:***

- b. At its meeting of September 30, 2011, the Agency adopted Resolution 08-2011 entitled RESOLUTION OF THE WHITE PLAINS URBAN RENEWAL AGENCY (1) REAFFIRMING ITS APPROVAL OF THE WHITE PLAINS URBAN RENEWAL AGENCY ‘MISSION STATEMENT AND PERFORMANCE

MEASURES' ATTACHED HERETO AS EXHIBIT A AND AFFIRMING THE AGENCY'S UNDERSTANDING OF AND CONCURRENCE WITH THE MISSION STATEMENT AND PERFORMANCE MEASURES; AND (2) APPROVING THE 2010-11 ANNUAL REPORT INCLUDING THE 2010-11 PERFORMANCE REPORT AND 2010-11 ANSWERS TO THE QUESTIONS OF THE AUTHORITY BUDGET OFFICE SET FORTH IN ABO GUIDANCE 10-02.

4. *Appointment of Members and Officers FY 2011-12:*

At its meeting of September 30, 2011, the Agency adopted Agency Resolution 09-2011 appointing audit and governance committees.

II. Receipts, Disbursements, Assets, Liabilities, Bond Schedule:

1. For unaudited financial report of receipts and disbursements for 2011-12 see the Agency's website at www.cityofwhiteplains.com/urbanrenewal
2. For unaudited financial report of assets and liabilities for 2011-12 see the Agency's at www.cityofwhiteplains.com/urbanrenewal
3. Regarding bond schedules including refinancings, refundings, defeasements and bond issuance costs, the Agency had no outstanding bonds or notes during fiscal year July 1, 2011 through June 30, 2012, no refinancings, no refundings, no defeasements and no bond issuance costs.

III. Compensation of Agency Members and Employees for FY 2011-12

- A. The Chairman of the Agency is the Mayor of the City of White Plains. He receives no compensation of any kind from the Agency for serving as Chairman.
- B. The four independent members of the Agency receive no compensation of any kind from the Agency for serving as members of the Agency.
- C. Agency Management:
 1. The Agency employs no direct full or part-time administrative staff on urban renewal matters.
 2. Pursuant to a 1990 Cooperation Agreement between the Agency and the City of White Plains, the Agency employs the staff of the White Plains Community Development and Section 8 Rental Assistance Programs who work exclusively on eligible Federally funded Community Development Block Grant Program and Section 8 Program projects and activities,

according to project and activity funding allocations approved by the Common Council. Within the approved project and activity budgets, the Agency approves the salary and compensation schedule for these employees.

3. The Executive Director/Secretary of the Agency receives no compensation directly from the Agency. Pursuant to Agency Resolution 05-1985, the Agency appointed the Commissioner of Planning for the City of White Plains as the Executive Director of the Agency. The Agency reimburses the City of White Plains for time spent by the Commissioner of Planning as Executive Director of the Agency on Agency business.
4. The City of White Plains is also reimbursed by the Agency for any time spent on Agency business by the City’s Environmental Officer and the Planning Department Draftsman.
5. The Counsel to the Agency is also the Corporation Counsel for the City of White Plains. The Law Department of the City of White Plains bills the Agency at \$120/hour for legal services provided to the Agency. The schedule of reimbursement from the Agency is provided herein below.
6. The Finance Department of the City of White Plains provides finance and accounting services to the Agency during the fiscal year by its Deputy Commissioner of Finance and Senior Accountant. The schedule of reimbursement from the Agency is provided herein below.

D. 2011-12 Compensation Schedule (Reimbursement to City of White Plains)

Title/Position	Hourly Rate	Total Reimbursement
<i>Agency Management</i>		
Executive Director:	\$113,88	\$3,346.05
Draftsman	\$ 57.13	
Deputy Commissioner	\$ 87.23.	
 <i>Legal</i>		
	\$100.00.	\$ 800.00
 <i>Finance/Audit</i>		
Dep. Finance Comm.	\$ 94.96	\$2,337.31
Total Reimbursement to City:		\$6,483.36

IV. Projects Undertaken/Underway During Fiscal Year:

See I. A. Operations and Accomplishments: See Specific Urban Renewal Projects herein above.

V. Listing of Agency Owned Property at end of Fiscal Year 2011-12:

A. *East Post Road Phase II Urban Renewal Project, WPUR-9B*

None

B. *Central Renewal Project, NY R-37*

1. Disposition Parcel 19 approx. 41,552 s.f.
Estimated value leased to City as parking lot, no recent
property value estimates.

2. Certain undeveloped public right of way No sale value

C. *Phase II Main-Mamaroneck Urban Renewal Project, WPUR-13*

1. Land under City Center Municipal Parking Garage under long term lease
to City of White Plains and LC White Plains, LLC as tenants in common.
Estimated value: No sale value

D. *Neighborhood Rehabilitation Project*

1. 10 Odell Avenue

E. *Property Sold by Agency*

No Agency property was sold during the 2011-12 fiscal year.

VI. Internal Controls and Procedures Assessment:

For financial reporting and audit purposes, the Urban Renewal Agency is treated as a “Component Unit” of the City of White Plains. The Agency audit will be submitted to the NYS Office of the Comptroller as a component unit of the City in the Annual Update Document (AUD) for the period ending June 30, 2012. The Agency audit is contained in the City’s Comprehensive Annual Finance Report (CAFR) as a component unit. The Agency section of the OSC Annual Update Document and City CAFR are shown on the Agency’s website at www.cityofwhiteplains.com/urbanrenewal. The Agency’s section will be posted as soon as the OSC Annual Update Document and City CAFR are completed for FY 2011-12.

VIII. Code of Ethics:

The Code of Ethics of the City of White Plains includes and makes reference to the White

Plains Urban Renewal Agency. The City of White Plains Code of Ethics is contained in the Municipal Code of the City of White Plains Article V and appears on the Urban Renewal Agency website www.cityofwhiteplains.com/urbanrenewal. Disclosure Filings by Agency members must be made annually and submitted to the Westchester County Ethics Board as required by Public Authorities Law.

Agency members have also executed Acknowledgements of Fiduciary Duty which are on file in the Agency offices in the Planning Department.

Part Two:

Part Two is prepared in response to the Authority Budget Office (“ABO”) Annual Reporting Requirements for local agencies under Public Authorities Reform Act (PARA) of 2009.

I. Mission Statement and Performance Measures 2011-12

- A. The Agency’s Mission Statement was adopted March 31, 2010, reaffirmed by the Agency by Resolution 08-2011 at its meeting on September 30, 2011, and again reaffirmed by the Agency by Resolution 04-2012 adopted September 24, 2012.
- B. The following are responses to the performance measures listed in the Agency’s adopted **Mission Statement and Performance Measurements**:
 - 1. *Is the urban renewal plan for a designated urban renewal project area moving forward consistent with the time frame established in the urban renewal plan?*

2011-12 Fiscal Year:

- a. Central Renewal and 55 Bank Street Urban Renewal Plans: Due to the recession and slow economic recovery, urban renewal plan implementation with respect to the 55 Bank Street Project located in the Federal Central Renewal Project Area and locally designated Bank Street Urban Renewal Project has been delayed.
- b. East Post Road Phase II Urban Renewal Plan: Although previously delayed due to the length of time necessary to obtain Federal HUD 232 mortgage insurance, the Kensington Assisted Living Facility was issued a temporary Certificate of Occupancy by the White Plains Building Department 2010-11 and is now substantially leased. The owners have filed for their Final Certificate of Occupancy and, upon issuance by the White Plains Building Department, will receive a Certificate of Completion from the

Agency. On June 7, 2012, the Urban Renewal Agency and City received an award for the redevelopment of the Phase II East Post Road Urban Renewal Project, WPUR-9B. This Project is on time.

- c. Phase I Main-Mamaroneck Urban Renewal Project:
Redevelopment in Phase I of the Main-Mamaroneck Urban Renewal Project designated in the Phase I Main-Mamaroneck Urban Renewal Plan was substantially completed on schedule. The Project has received temporary Certificates of Occupancy from the White Plains Building Department for all components of the Project. LC White Plains, LLC, the controlling entity for the redevelopment, is in the process of finalizing all outstanding punch list work to obtain Final Certificates of Occupancy and Certificates of Completion for the required elements of the Project specified in the LC Main LLC Land Disposition Agreement.

Additional development of retail space and an extended stay hotel, as part of the Metropolitan Plaza Project is now under construction on sites identified in the Phase I Plan as “not to be acquired”.

- d. Phase II Main-Mamaroneck Urban Renewal Project: This Project was substantially completed on schedule. However, limited private sector redevelopment work involving the demolition of a vacant retail building and construction of an approved plaza, along with minor work necessary to obtain Final Certificates of Occupancy remains to be completed in the 221 Main Street Project in the Phase II of the Main-Mamaroneck Urban Renewal Project Area. This urban renewal plan implementation is also behind schedule due to the economy. Demolition of the vacant retail building commenced in July 2012. Certificates of Completion are still required for the Hotel Building, Office Building and Conroy Drive Extension. Agency staff are working with LC Main LLC to finalize all work necessary to obtain the Certificates of Completion.

2. ***Is the urban renewal plan for a designated urban renewal project area being implemented as specified in the urban renewal plan? Are the powers designated in the adopted urban renewal plan to be used by the Agency being used and are the results of using such powers achieving the objectives specified in the urban renewal plan.***

2011-12 Fiscal Year:

All Urban renewal projects have been implemented as specified in the respective plans and the objectives specified have all been achieved, with the exception of the construction of the plaza on Main Street as part of the 221 Main Street Project

noted herein above. The Agency powers designated in the respective plans were used, with the exception of powers of eminent domain.

3. ***Have there been any changes to the White Plains Comprehensive Plan since the adoption of the urban renewal plan which affect the plans conformance with the Comprehensive Plan or necessitate adjustments to the urban renewal plan?***

2011-12 Fiscal Year:

There have been changes to the City's Comprehensive Plan, but none of these changes affected or necessitated any adjustments to any adopted urban renewal plans.

4. ***Have there been any changes within the designated project area(s) which necessitate a reevaluation of the area designated, either necessitating the inclusion of more or fewer properties?***

2011-12 Fiscal Year:

Yes. As noted herein above, based on a report from Agency management entitled "Preliminary Analysis for General Neighborhood Renewal Plan Pursuant to General Municipal Law Sections 502.3 and 554(16), the Agency, at its meeting of June 7, 2011, adopted Resolution 07-2011 consolidating previously established urban renewal project areas and expanding these areas to establish the EXPANDED POST ROAD/S. LEXINGTON AVENUE URBAN RENEWAL AREA. By Resolution 07-2011, the Agency also recommended that the Common Council delineate and designate the EXPANDED POST ROAD/S. LEXINGTON AVENUE URBAN RENEWAL PROJECT, PROJECT NO. WPUR-12E; and direct Agency management to prepare an urban renewal plan for submission to the Agency.

At its July 5, 2011 meeting, during the 2011-12 fiscal year, the Common Council adopted a resolution entitled "Resolution of the Common Council of the City of White Plains delineating and designating the expanded Post Road/South Lexington Avenue Urban Renewal Project, Project No. WPUR-12E, and authorizing the preparation of a Phase I Urban Renewal Plan therefor." Agency management is preparing an urban renewal plan for the designated area for submission to the Agency. The plan was not completed during the 2011-12 Agency fiscal year. Agency management applied for funding to support the development of the urban renewal plan for the Post Road/S. Lexington Corridor from the 2011 Federal Community Planning Challenge Grant. Funding was not awarded. During this fiscal year, the White Plains Housing Authority applied for site plan and special permit approval for the construction of a new mixed use residential and community facility building to be located on the Winbrook

Public Housing site which is located within the proposed Expanded Post Road/S. Lexington Avenue Urban Renewal Project, Project No. WPUR-12E. This approval is consistent with the objectives of the Project Area designation and the City's Comprehensive Plan.

5. ***Is each redevelopment, reconstruction, rehabilitation or other plan for the redevelopment of a component of the urban renewal project reviewed by the Agency management and by the Agency members ("Agency Board") to assess its conformance to the adopted urban renewal plan and the land use requirements of the City of White Plains?***

2011-12 Fiscal Year: Yes. This includes approval of all project development plans and amendments thereto. There were no urban renewal plan amendments during the 2011-12 Fiscal Year.

6. ***Is the budget for each urban renewal project reviewed by the Agency management?***

2011-12 Fiscal Year: Yes. Agency management reviews the budgets of the Agency on a monthly basis and the Agency Board at least twice a year to determine if the urban renewal projects are on budget and at what rate funds are being expended under the budget.

7. ***Is a status report of each open urban renewal project presented to the Agency Board? at Agency meetings as part of the Director's Report?***

2011-12 Fiscal Year: Yes. Status reports are presented by the Executive Director at Agency meetings.

8. ***Are all meetings of the Agency are noticed and open to the public?***

2011-12 Fiscal Year: Yes.

See Sections IA-1 and IA-2 for measurement of the Agency's performance in implementing its Mission Statement during the 2011-12 Fiscal Year.

C. Additional Authority Budget Office Questions and 2011-12 Responses:

1. ***Have the board members acknowledged that they have read and understood the mission of the White Plains Urban Renewal Agency:***

Yes. This acknowledgment was included in Resolution 01-2010 "RESOLUTION OF THE WHITE PLAINS URBAN RENEWAL AGENCY APPROVING AND ADOPTING THE WHITE PLAINS URBAN RENEWAL AGENCY 'MISSION STATEMENT AND PERFORMANCE MEASURES' ATTACHED HERETO AS EXHIBIT A, AND AFFIRMING THE AGENCY'S UNDERSTANDING OF

AND CONCURRENCE IN THE 'MISSION STATEMENT AND PERFORMANCE MEASURES' AND IN THE ANSWERS TO THE QUESTIONS OF THE AUTHORITY BUDGET OFFICE SET FORTH IN ABO GUIDANCE 10-02 ALSO ATTACHED HERETO AS PART OF EXHIBIT A." adopted March 31, 2010, reaffirmed by the Agency by Resolution 08-2011 adopted September 30, 2011, and reaffirmed by Resolution 04-2012 adopted September 24, 2012.

2. *Who has the power to appoint the management of the White Plains Urban Renewal Agency?*

Pursuant to Article II Sections 5, 6 and 8 of the By-Laws of the White Plains Urban Renewal Agency, the Executive Director, Treasurer, Assistant Treasurer, Records Management Officer and Assistant Records Management Officer shall be appointed by the Agency.

Pursuant to Article II Section 6 of the By-Laws of the White Plains Urban Renewal Agency, the Agency shall appoint or contract for an attorney who shall be responsible to the Agency.

3. *If the Board appoints management, does it have a policy when appointing the management of the White Plains Urban Renewal Agency?*

The policy and procedures for appointing management and all employees of the Agency is set forth in Article II of the By-Laws of the Agency. Specifically, pursuant to GML Sections 554 (7) and (8), the Agency Board shall have the following powers and duties:

554(7) To appoint officers, agents and employees, prescribe their duties, fix their compensation and delegate to one or more of such officers, agents or employees such power or duties as it may deem appropriate;

554(8) With the consent of the municipality to use agents, employees, and facilities of the municipality, paying to the municipality its agreed proportion of the compensation or costs.

To more efficiently utilize the personnel and financial resources of the Agency and the City, pursuant to GML Section 554(8), the Agency has adopted a policy making the Commissioner of Planning of the City of White Plains also the Executive Director of the Agency and the Agency reimburses the City for City employee time spent on Agency matters. The Agency also uses the staff time of certain other employees of the City, with the City's consent, and compensates the City for such time, including the Environmental Officer, Draftsman, Chief Accountant, Corporation Counsel, Finance Commissioner, and other City employees, on an as needed basis, as determined by the Agency and the City. No full time staff are funded by the Agency from Agency funds. Community Development and Section 8 Program staff are funded through the Federal Community Development and Section 8 Programs as allocated by the Common Council of the City of White Plains.

4. ***Briefly describe the role of the Board and the role of management in the implementation of the mission of the White Plains Urban Renewal Agency.***

The powers of an Agency Board are set forth in GML Section 554.

The role of the Agency Board in implementing the mission of the Agency is to take such actions, as are permitted under GML Article XV-A, to effectuate the carrying out in urban renewal project areas designated by the Agency Board and approved by the Common Council of the City, one or more urban renewal plans also approved by the Agency Board and the Common Council of the City.

For the Agency, the powers and duties of the Agency Board is set forth in Article II Section the By-Laws of the White Plains Urban Renewal Agency. According to the By-Laws, the powers and duties of the members “shall be as set forth in Article XV-A of the General Municipal Law of the State of New York. The members of the agency shall perform such duties as are incumbent upon them by reason of their office and shall be given such other responsibilities and duties as are incidental to the office and which may from time to time be authorized by resolution of the agency.”

The role of the Board in the implementation of the mission of the Agency is as follows:

1. review and approve, approve with modifications or disapprove the designation of urban renewal areas proposed to the Agency Board for designation by Agency management, the public or the Common Council of the City, after a detailed analysis by City staff working for and compensated by the Agency (“Agency management”), of the physical and economic conditions in the area proposed for such designation as a “substandard or insanitary area” as defined in GML Section 502(4) and refer such designations to the Common Council of the City for approval.
2. review and approve, approve with modifications or disapprove an urban renewal plan for a designated area prepared by Agency management. All Agency approved plans must be submitted to and approved by the Common Council of the City after review and report from the Planning Board, including a public hearing before both the Planning Board and Common Council.
3. review and approve, approve with modifications or disapprove all project budgets and amendments thereto, and monitor the receipt of revenues and expenditure of funds, including the timeliness and consistency of such expenditures with the approved budgets.
4. review and approve, approve with modifications or disapprove all public and private redevelopers for designation as qualified and eligible sponsors for redevelopment of land or improvements in a designated project area. All Agency approved sponsor designations must also be submitted to and approved by the City.

5. review and approve, approve with modifications, or disapprove all specific site and project redevelopment plans as prepared either by the City or Agency management or by project designated redevelopers. All such approved plans must also be approved by the City.
6. approve the issuance of any debt by the Agency for the purpose of accomplishing an urban renewal project pursuant to an approved urban renewal plan which authorizes such issuance of bonds.

The role of the Agency management in accomplishing the mission of the Agency is as follows:

1. schedule meetings, prepare all agendas and legislation for the Agency, as directed by THE Board, refer Agency actions to the appropriate City departments, boards or Common Council, prepare notices of public hearings and availability of documents for review, secure publication of notices in newspaper, and make documents available to the public during regular business hours.
2. prepare and submit to the Board studies of the physical and economic conditions of areas proposed by Agency management, the City or the public for designation as a “substandard or insanitary area” as defined in General Municipal Law Section 502(4).
3. provide information to private redevelopers on how to submit applications to the Agency for designation as qualified and eligible sponsors for redevelopment of land in a designated project area.
4. prepare budgets for review and approval, approval with modifications or disapproval by the Agency Board, and provide updates of revenues and expenditures to the Agency Board. Agency management review revenues and expenditures on a monthly basis.
5. prepare contracts and other legal documents required by the Agency and the City for the implementation and effectuation of each urban renewal project. Where contracts or other legal documents are prepared by outside counsel or a designated sponsor, they are reviewed by Agency management prior to submission to the Agency Board, with appropriate comments and recommended modifications noted to the Board.
6. provide day to day management of the Agency affairs, responding to communications, preparing reports, interacting with the public and City departments, boards and commissions in relation to projects located within designated urban renewal project areas.
7. provide day to day monitoring of active urban renewal projects, with reports to the Agency Board at Agency meetings, or on an as needed basis, on the status of each active urban renewal project.

8. represent the Agency Board before the Common Council of the City and other boards and commissions as directed by the Agency Board.

5. ***Has the Board acknowledged that they have read and understood the responses to each of these questions?***

2009-10 Fiscal Year

Yes. The Agency Board, in Resolution 01-2010, adopted March 31, 2010 acknowledges that the Agency members have read and understand the responses provided herein to each of the questions provided by the ABO.

2010-11 Fiscal Year

Yes. The Agency Board, in Resolution 08-2011, adopted September 30, 2011 acknowledges and reaffirms that the Agency members have read and understand the responses provided herein to each of the questions provided by the ABO.

2011-12 Fiscal Year

Yes. The Agency Board, in Resolution 04-2012, adopted September 24, 2012 acknowledges and affirms that the Agency members have read and understand the responses provided herein to each of the questions provided by the ABO.

II. Financial Reports:

Agency audited financials in accordance with GAAP per section 2 (10) of the NY State Finance Law are prepared as part of the City's CAFR, with the Agency as a component unit. The audited financials will be posted on the City's website as soon as they are made available by the City.

III. Grants and Subsidy Programs:

The Agency receives no direct grant or subsidy program funds. Funding to pay Community Development Block Grant and Section 8 Rental Assistance Program employees is received by the City of White Plains and all allocations of funds are as authorized by the City of White Plains Common Council.

IV. Operating and Financial Risks:

The Agency has not identified any operating or financial risks.

V. Current Ratings for Bonds:

The Agency has no outstanding bonds.

VI. Long Term Liabilities, Leases and Employee Benefits:

a. The Agency has no long term liabilities.

b. The Agency leases four of its properties - Bronx Street Lot, Water Street Lot, and

Franklin-Windsor Lot to the City for municipal parking, and leases the land on which the City Center Municipal Parking Garage is located to the City of White Plains and LC White Plains, LLC as tenants in common which own the City Center Municipal Parking Garage.

- c. The Agency has no employees for which it directly provides employee benefit plans or incurs liabilities. Employee benefits and liabilities for the Community Development Program and Section 8 Program employees and retirees are provided through the Federal funding for those respective programs which programs are maintained and implemented by the City of White Plains.

VII. Biographical Information:

Agency members resumes are on file with the Agency.

VIII. Description of Real Property Acquired or Disposed:

No real property was acquired or disposed of in the 2011-12 Fiscal Year.

IX. Price And Name Of Seller For All Real Property Bought By Agency:

No real property was sold or disposed of in any manner during the 2011-12 Fiscal Year.

X. Agency Enabling Legislation:

The Agency's enabling legislation is General Municipal Law ("GML") Article 15-A Section 554.

XI. Description of Agency:

The Agency is described in the Agency's Mission Statement Section A. Public Authority's Mission Statement: *Section I. Legal Authority and Purpose of the Agency.*

XII. Number of Employees:

The Agency has no full or part time administrative employees funded by the Agency. All work is performed under an Agreement with the City of White Plains for reimbursement of City staff time spent on Agency matters. During 2011-12 Fiscal Year, there were seven (7) full time and two (2) part time employees funded through the Federal Community Development Program and Section 8 Programs. The 2011-12 Position, Title and Salary Schedule was amended by **Agency Resolution 03-2012** is attached hereto as Exhibit C(1). The Position, Title and Salary Schedule for 2012-13 was also adopted by **Agency Resolution 03-2012** which is attached as Exhibit C(2)

XIII. The Agency By-Laws:

The By-Laws of the Agency are posted on the Agency's website at www.cityofwhiteplains.com/urbanrenewal .

XIV. Material Operations and Program Changes:

See Annual Report Part One.

XV. 4 Year Financial Plan:

The Agency does not have a 4 year financial plan.

XVI. Current and Projected Capital Plan:

The Agency does not have or need a current or projected capital plan.

XVII. Operating Budget Report:

The Agency receives budget reports from the Treasurer at least twice a year.

XVIII. Analysis and Measurement of Financial and Operating Performance:

See Annual Report Part One Section A-2.

XIX. Board Structure:

See Agency By-Laws on the Agency website at www.cityofwhiteplains.com/urbanrenewal

Committees: There were no committees during the 2010-11 Fiscal Year. At its meeting of September 30, 2011, the Agency appointed the following Committees for fiscal year 2011-12:

Governance Committee:	Larry Delgado, Vice Chairman James Glatthaar, board member Norman DiChiara, board member Susan Habel, Executive Director
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Audit Committee	Dan Moriarty, board member Norman DiChiara, board member James Glatthaar, board member Michael Genito, Treasurer
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At its meeting of September 24, 2012, the Agency Board reconfirmed the membership of the Committees for 2012-13, with the exception of Susan Habel who resigned as Planning Commissioner, and therefore as Executive Director to the Agency on August 9, 2012.

XX. 2011-12 Board Meetings:

Board meetings were held on September 30, 2011, March 30, 2012 and June 13, 2012. Agendas and Minutes of the meetings are posted on the Agency's website at

www.cityofwhiteplains.com/urbanrenewal .

XXI. Board Performance Evaluations:

See 2011-12 Annual Report Part One.

XXII. Description of Assets and Services Bought or Sold Without Competitive Bidding:

No assets were bought or sold by the Agency in FY 2011-12. The only services were from the City of White Plains for staff time on Agency matters which time is reimbursed by the Agency and is set forth in the Part One Section II.D herein above, The services provided under the Community Development and Section 8 Programs whose staff are employees of the Agency funded by the City with funding from the Federal Community Development and Section 8 Programs.

XXIII. Pending Litigation:

There is no pending litigation.

Exhibit C(1)

**WHITE PLAINS URBAN RENEWAL AGENCY
COMMUNITY DEVELOPMENT AND SECTION 8 PROGRAM
AMENDED 2011-12 POSITION, TITLE AND SALARY SCHEDULE**

Effective June 4, 2012

Resolution #03-2012

FULL TIME POSITIONS

Funding Source	Position Title	Grade/Step	Annual Salary
Community Development	Rehabilitation Program Coordinator	MC 16/06	\$111,719.00
Community Development	Comm. Devel. Aide (50% Admin CD90)	10/21	\$
	(50% Rehab CD05)		\$
			36,841.00
Community Development	Comm. Devel. Assist. (50% Admin. CD05)	11/21	\$
	39,185.00		
Section 8 Program	Comm. Devel. Assist. (50% Section 8 Prog.)	11/21	\$
			39,185.00
<u>Community Development</u>	<u>Comm. Devel. Assist. (50% Admin. CD90)</u>	<u>11/21</u>	<u>\$</u>
	<u>39,185.00</u>		
	<u>Comm. Devel. Assist. (50% Rehab CD05.)</u>	<u>11/21</u>	<u>\$</u>
			<u>39,185.00</u>
Community Development	CD Admin. Aide	1/03	\$ 35,978.00
Community Development	Code Enforcement Officer	12/21	\$ 84,479.00
Community Development	Code Enforcement Officer	12/21	\$ 83,579.00
Community Development	Code Enforce. Off. (50% Rehab.CD05)	12/19	\$ 40,719.00
Section 8 Program	(50% Sec. 8 Prog.)		\$ 40,719.00
Section 8 Program	Section 8 Administrator	15/05	\$ 80,838.00
Section 8 Program	Section 8 Coordinator	9/11	\$

58,868.00

PART-TIME POSITIONS

Funding Source	Position Title	Pay	Rate
CDBG & NYS RESTORE	Part-time Rehabilitation Prog. Rep.	Hourly	\$30.00/hour
CDBG	Part-time CD Administrative Aide	Hourly	\$10.55/hour

Exhibit C(2)

**WHITE PLAINS URBAN RENEWAL AGENCY
Community Development and Section 8 Program
2012-13 POSITION, TITLE AND SALARY SCHEDULE**

Effective July 1, 2012

Adopted Resolution #03-2012

FULL TIME POSITIONS

Funding Source	Position Title	Grade/Step	Annual Salary
Community Development	Rehabilitation Program Coordinator	MC 16/06	
	(75% Rehab CD05)		\$ 85,457.00
	(25% Revolving Fund)		\$ 28,486.00
Community Development	Community Development Assist.	11/21	
	(50% Admin. CD90)		\$
39,957.00	(50% Rehab. CD05.)		\$ 39,958.00
Community Development	Code Enforcement Officer*	10/21	\$
		74,931.00	
Community Development	Code Enforcement Officer*	10/21	\$ 74,031.00
Community Development	Rehabilitation Officer I**	12/19	
	(50% Revolving Fund)		\$ 41,533.00
Section 8 Program	(50% Sec. 8 Prog.)		\$ 41,534.00
Section 8 Program	Section 8 Administrator	15/05	\$
		83,355.00	
Section 8 Program	Section 8 Coordinator	9/11	\$
		60,045.00	

NOTES:

* Position Reclassified Two Code Enforcement Officer (12/21) positions reclassified to Code Enforcement Officer (10/21)

*Positions Deleted: Code Enforcement Officer (12/19); replaced by Rehabilitation Officer I

All Full Time Positions include 2% raise to base salary.

PART-TIME POSITIONS

Funding Source	Position Title	Pay	Rate
CDBG & NYS RESTORE	Part-time Rehabilitation Prog. Rep. Up to a maximum of \$5,000.00	Hourly	\$30.00/hour
CDBG	Part-time CD Administrative Aide Up to a maximum of \$380.00	Hourly	\$10.55/hour