

Westchester County

George Latimer
County Executive

July 28, 2023

Westchester County Board of Legislators
800 Michaelian Office Building
White Plains, New York 10601

Dear Members of the Board of Legislators:

Transmitted herewith for your review and approval are two bond acts which, if adopted, would authorize the County of Westchester ("County") to issue bonds in connection with capital project BPL35 – Hilltop Hanover Farm and Environmental Center ("BPL35") as follows:

1.) A bond act, in the amount of \$1,200,000, would finance the cost of preparation of surveys, preliminary and detailed plans, specifications and estimates and related feasibility studies and analysis necessary for the construction of improvements to the County's Hilltop Hanover Farm and Environmental Center ("Hilltop Hanover"), including advancing the master plan to provide feasibility analysis and conceptual layout and design of buildings and infrastructure in accordance with the master plan recommendations, and fund design of needed electrical upgrades, architectural and cultural resources analysis and documentation ("Design Bond Act"); and
2.) A bond act, in the amount of \$800,000, would finance the cost of building and site rehabilitation work at Hilltop Hanover ("Construction Bond Act")

(collectively, "Bond Acts").

The Department of Planning ("Department") has advised that while the Master Plan provides an exciting and comprehensive vision for the future of the facility, the infrastructure, buildings and accessory structures at Hilltop Hanover Farm continue to require rehabilitation and upgrades in order to meet the existing and planned facility programming and activity needs, including the existing crop and livestock programs as well as the native plant program, which has been extremely successful and requires additional investment in infrastructure to achieve its potential. BPL35 will address health, safety and security issues for visitors, staff and livestock at the site and promote best practices for environmental stewardship and sustainable and resilient living.

Projects that do not require substantive design will be designed in-house or utilizing on-call consultant services. More substantive projects—such as the continued development of the master plan, the preparation of an associated building, site and cultural resources study, and the design of an electrical system upgrade—will be designed by appropriate consultants.

Following Design Bond Act authorization, all projects will be moved forward to implementation. The master plan continuation and related work will begin in Fall of 2023 and take approximately twelve months to complete. The electrical system design will begin in early 2024 and take six to twelve months to complete. Design and implementation of needed building, site and infrastructure rehabilitation will begin as soon as needed and take approximately six to twelve months to complete. Funding for the rehabilitation work is proposed under a separate Construction Bond Act. All projects will be coordinated with the master plan.

It should be noted that your Honorable Board has previously authorized the County to issue bonds in connection with BPL35 as indicated in the annexed fact sheet.

The Department has advised that based on its review, BPL35 may be classified as a "Type II" action pursuant to the State Environmental Quality Review Act ("SEQR") and its implementing regulations, 6 NYCRR Part 617. Therefore, no environmental review is required. As you know, your Honorable Board may use such expert advice to reach its own conclusion.

Based on the importance of this project to the County, favorable action on the proposed Bond Acts is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "George Latimer", written over the printed name.

George Latimer
County Executive

**HONORABLE BOARD OF LEGISLATORS
THE COUNTY OF WESTCHESTER, NEW YORK**

Your Committee is in receipt of a transmittal from the County Executive recommending approval by the County of Westchester (“County”) of a bond act (“Bond Act”) in the amount of \$1,200,000 to finance capital project BPL35 – Hilltop Hanover Farm and Environmental Center (“BPL35”). The Bond Act, which was prepared by the law firm Hawkins, Delafield & Wood, will finance the cost of preparation of surveys, preliminary and detailed plans, specifications and estimates and related feasibility studies and analysis necessary for the construction of improvements to the County’s Hilltop Hanover Farm and Environmental Center, including advancing the master plan to provide feasibility analysis and conceptual layout and design of buildings and infrastructure in accordance with the master plan recommendations, and fund design of needed electrical upgrades, architectural and cultural resources analysis and documentation.

The Department of Planning (“Department”) has advised that while the Master Plan provides an exciting and comprehensive vision for the future of the facility, the infrastructure, buildings and accessory structures at Hilltop Hanover Farm continue to require rehabilitation and upgrades in order to meet the existing and planned facility programming and activity needs, including the existing crop and livestock programs as well as the native plant program, which has been extremely successful and requires additional investment in infrastructure to achieve its potential. BPL35 will address health, safety and security issues for visitors, staff and livestock at the site and promote best practices for environmental stewardship and sustainable and resilient living.

Projects that do not require substantive design will be designed in-house or utilizing on-call consultant services. More substantive projects—such as the continued development of the master plan, the preparation of an associated building, site and cultural resources study, and the design of an electrical system upgrade—will be designed by appropriate consultants. Following bonding authorization, all projects will be moved forward to implementation. The master plan continuation and related work will begin in Fall of 2023 and take approximately twelve months to complete. The electrical system design will begin in early 2024 and take six to twelve months to complete. Design and implementation of needed building, site and infrastructure rehabilitation will begin as soon as needed and take approximately six to twelve months to complete. Construction funding

(\$800,000) for the rehabilitation work is proposed under a separate bond act. All projects will be coordinated with the master plan.

It should be noted that your Honorable Board has previously authorized the County to issue bonds in connection with BPL35 as indicated in the annexed fact sheet.

The Department has advised your Committee that based on its review, the authorization of BPL35 may be classified as a Type "II" action pursuant to the State Environmental Quality Review Act and its implementing regulations, 6 NYCRR Part 617 ("SEQR"). Therefore, no environmental review is required. Your Committee has reviewed the annexed SEQR documentation and concurs with this recommendation.

It should be noted that an affirmative vote of two-thirds of the members of your Honorable Board is required in order to adopt the Bond Act. Your Committee recommends the adoption of the proposed Bond Act.

Dated: _____, 20____
White Plains, New York

COMMITTEE ON

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BPL35

☐ NO FISCAL IMPACT PROJECTED

SECTION A - CAPITAL BUDGET IMPACT

To Be Completed by Budget

☒ GENERAL FUND

☐ AIRPORT FUND

☐ SPECIAL DISTRICTS FUND

Source of County Funds (check one):

☒ Current Appropriations

☐ Capital Budget Amendment

SECTION B - BONDING AUTHORIZATIONS

To Be Completed by Finance

Total Principal \$ 1,200,000 PPU 5 Anticipated Interest Rate 2.88%

Anticipated Annual Cost (Principal and Interest): \$ 264,038

Total Debt Service (Annual Cost x Term): \$ 1,320,190

Finance Department: Interest rates from August 1, 2023 Bond Buyer - ASBA

SECTION C - IMPACT ON OPERATING BUDGET (exclusive of debt service)

To Be Completed by Submitting Department and Reviewed by Budget

Potential Related Expenses (Annual): \$ -

Potential Related Revenues (Annual): \$ -

Anticipated savings to County and/or impact of department operations
(describe in detail for current and next four years):

SECTION D - EMPLOYMENT

As per federal guidelines, each \$92,000 of appropriation funds one FTE Job

Number of Full Time Equivalent (FTE) Jobs Funded:

SECTION E - EXPECTED DESIGN WORK PROVIDER

☐ County Staff

☒ Consultant

☐ Not Applicable

Prepared by: Michael Lipkin

Title: Associate Planner

Department: Planning

Date: 8/1/23

Reviewed By:


DV 8/2/23

Budget Director

Date:

8/3/23

TO: Michelle Greenbaum, Senior Assistant County Attorney
Jeffrey Goldman, Senior Assistant County Attorney
Carla Chaves, Senior Assistant County Attorney

FROM: David S. Kvinge, AICP, RLA, CFM 
Assistant Commissioner

DATE: July 7, 2023

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
BPL35 HILLTOP HANOVER FARM AND ENVIRONMENTAL CENTER**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on
06-16-2023 (Unique ID: 2234)

With respect to the State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617, the Planning Department recommends that no environmental review is required for the proposed action, because the project or component of the project for which funding is requested may be classified as a **TYPE II action** pursuant to section(s):

- **617.5(c)(2):** replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;
- **617.5(c)(27):** conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action.

COMMENTS: None

DSK/cnm

cc: Andrew Ferris, Chief of Staff
Paula Friedman, Assistant to the County Executive
Lawrence Soule, Budget Director
Tami Altschiller, Assistant Chief Deputy County Attorney
Dianne Vanadia, Associate Budget Director
Kelly Sheehan, Assistant Commissioner
Michael Lipkin, Associate Planner
Claudia Maxwell, Associate Environmental Planner

ACT NO. - 20__

BOND ACT AUTHORIZING THE ISSUANCE OF \$1,200,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF PREPARATION OF SURVEYS, PRELIMINARY AND DETAILED PLANS, SPECIFICATIONS AND ESTIMATES AND RELATED FEASIBILITY STUDIES AND ANALYSIS NECESSARY FOR PLANNING THE CONSTRUCTION OF IMPROVEMENTS TO HILLTOP HANOVER FARM AND ENVIRONMENTAL CENTER; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$1,200,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$1,200,000 BONDS HEREIN AUTHORIZED; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted , 20__)

BE IT ENACTED BY THE COUNTY BOARD OF LEGISLATORS OF THE COUNTY OF WESTCHESTER, NEW YORK (by the affirmative vote of not less than two-thirds of the voting strength of said Board), AS FOLLOWS:

Section 1. Pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law"), the Westchester County Administrative Code, being Chapter 852 of the Laws of 1948, as amended, and to the provisions of other laws applicable thereto, \$1,200,000 bonds of the County, or so much thereof as may be necessary, are hereby authorized to be issued to finance the cost of preparation of surveys, preliminary and detailed plans, specifications and estimates and related feasibility studies and analysis necessary for the construction of improvements to Hilltop Hanover Farm and Environmental Center, including advancing the master plan to provide feasibility analysis and conceptual layout and design of

buildings and infrastructure in accordance with the master plan recommendations, and fund design of needed electrical upgrades, architectural and cultural resources analysis and documentation; all as set forth in the County's Current Year Capital Budget, as amended. To the extent that the details set forth in this act are inconsistent with any details set forth in the Current Year Capital Budget of the County, such Budget shall be deemed and is hereby amended. The estimated maximum cost of said specific object or purpose, including preliminary costs and costs incidental thereto and the financing thereof is \$1,200,000. The plan of financing includes the issuance of \$1,200,000 bonds herein authorized, and any bond anticipation notes issued in anticipation of the sale of such bonds, and the levy of a tax to pay the principal of and interest on said bonds.

Section 2. The period of probable usefulness of the specific object or purpose for which the bonds authorized by this Act are to be issued, within the limitations of Section 11.00 a. 62(2nd) of the Law, is five (5) years.

Section 3. Current funds are not required to be provided as a down payment pursuant to Section 107.00 d. 9. of the Law prior to issuance of the bonds authorized herein, or any bond anticipation notes issued in anticipation of the sale of such bonds. The County intends to finance, on an interim basis, the costs or a portion of the costs of said improvements for which bonds are herein authorized, which costs are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the County, pursuant to this Act, in the maximum amount of \$1,200,000. This Act is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 4. The estimate of \$1,200,000 as the estimated total cost of the aforesaid specific object or purpose is hereby approved.

Section 5. Subject to the provisions of this Act and of the Law, and pursuant to the provisions of §30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and of §§50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the County Board of Legislators relative to authorizing the issuance of any notes in anticipation of the sale of the bonds herein authorized, or the renewals thereof, relative to providing for substantially level or declining annual debt service, relative to prescribing the terms, form and contents and as to the sale and issuance of the respective amounts of bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and relative to executing agreements for credit enhancement, are hereby delegated to the Commissioner of Finance of the County, as the chief fiscal officer of the County.

Section 6. Each of the bonds authorized by this Act and any bond anticipation notes issued in anticipation of the sale thereof shall contain the recital of validity prescribed by §52.00 of said Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the County of Westchester, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and provision shall be made annually in the budgets of the County by appropriation for (a) the amortization and redemption of the notes and bonds to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 7. The validity of the bonds authorized by this Act and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of this Act or a summary hereof, are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This Act shall take effect in accordance with Section 107.71 of the Westchester County Charter.

* * *

STATE OF NEW YORK)
 : ss.:
COUNTY OF WESTCHESTER)

I HEREBY CERTIFY that I have compared the foregoing Act No. -20___ with the original on file in my office, and that the same is a correct transcript therefrom and of the whole of the said original Act, which was duly adopted by the County Board of Legislators of the County of Westchester on _____, 20___ and approved by the County Executive on _____, 20___.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County Board of Legislators this _____ day of _____, 20___.

(SEAL)

The Clerk and Chief Administrative Officer of the
County Board of Legislators
County of Westchester, New York

LEGAL NOTICE

A Bond Act, a summary of which is published herewith, has been adopted by the Board of Legislators on _____, 20____, and approved by the County Executive on _____, 20____, and the validity of the obligations authorized by such Bond Act may be hereafter contested only if such obligations were authorized for an object or purpose for which the County of Westchester, in the State of New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the Constitution.

Complete copies of the Bond Act summarized herewith shall be available for public inspection during normal business hours at the Office of the Clerk of the Board of Legislators of the County of Westchester, New York, for a period of twenty days from the date of publication of this Notice.

ACT NO. _____-20____

BOND ACT AUTHORIZING THE ISSUANCE OF \$1,200,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF PREPARATION OF SURVEYS, PRELIMINARY AND DETAILED PLANS, SPECIFICATIONS AND ESTIMATES NECESSARY FOR PLANNING THE CONSTRUCTION OF IMPROVEMENTS TO HILLTOP HANOVER FARM AND ENVIRONMENTAL CENTER; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$1,200,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$1,200,000 BONDS HEREIN AUTHORIZED; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted _____, 20____)

object or purpose: to finance the cost of preparation of surveys, preliminary and detailed plans, specifications and estimates and related feasibility studies and analysis necessary for the construction of improvements to Hilltop Hanover Farm and Environmental Center, including advancing the master plan to provide feasibility analysis and conceptual layout and design of buildings and infrastructure in accordance with the master plan recommendations, and fund design of needed electrical upgrades, architectural and cultural resources analysis and documentation; all as set forth in the County's Current Year Capital Budget, as amended.

amount of obligations to be issued
and period of probable usefulness: \$1,200,000; five (5) years

Dated: _____, 20____
White Plains, New York

Clerk and Chief Administrative Officer of the County Board
of Legislators of the County of Westchester, New York