

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 is a bond act ("Bond Act") which, if adopted, would authorize the County of Westchester ("County") to issue bonds in the amount of \$200,000 to finance the following capital project:

B0110 – County Asset Management Plan ("B0110").

This project funds the updating of the asset management software and data for the Michaelian Office Building, the Westchester County Center, Department of Public Works and Transportation facilities, the Department of Laboratory & Research facility, and Department of Correction facilities. The current bonding request, in the amount of \$200,000, would finance the cost of building inspections and asset management data collection at the Central Bus Maintenance Facility, Yonkers, and the Alphonse J. Cerrato Bus Maintenance Facility, Grasslands Campus.

The Department of Public Works and Transportation has advised that implementation of an asset management system will enable staff to develop a five-year capital plan based upon defensible, data-driven decisions. The system will also assist in identifying existing equipment that may be programmed for replacement with energy-efficient equipment in the five-year capital plan.

It is estimated that this component of B0110 will take six (6) months to complete. The work will be performed by an outside consultant.

It should be noted that your Honorable Board has previously authorized the County to issue bonds in connection with a prior component of project B0110 as set forth in the attached fact sheet.

The Planning Department has advised that based on its review, the above-referenced capital project 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 Act is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "George Latimer". The signature is written in a cursive style with a large initial "G".

George Latimer
County Executive

GL/HJG/jpg/nn

**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 \$200,000 to finance a component of capital project B0110 – County Asset Management Plan (“B0110”).

Your Committee is advised that this project funds the updating of the asset management software and data for the Michaelian Office Building, the Westchester County Center, Department of Public Works and Transportation facilities, the Department of Laboratory & Research facility, and Department of Correction facilities. The Bond Act, which was prepared by the law firm of Hawkins, Delafield & Wood, LLP, will finance the cost of building inspections and asset management data collection at the Central Bus Maintenance Facility, Yonkers, and the Alphonse J. Cerrato Bus Maintenance Facility, Grasslands Campus.

The Department of Public Works and Transportation has advised that implementation of an asset management system will enable staff to develop a five-year capital plan based upon defensible, data-driven decisions. The system will also assist in identifying existing equipment that may be programed for replacement with energy-efficient equipment in the five-year capital plan.

It is estimated that this component of B0110 will take six (6) months to complete. The work will be performed by an outside consultant.

Your Committee notes that your Honorable Board has previously authorized the County to issue bonds in connection with a prior component of project B0110 as set forth in the attached fact sheet.

The Planning Department has advised your Committee that based on its review, the above-referenced capital project 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. 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

c/jpg/6-20-23

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: B0110

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 \$ 200,000 PPU 5 Anticipated Interest Rate 2.78%

Anticipated Annual Cost (Principal and Interest): \$ 43,870

Total Debt Service (Annual Cost x Term): \$ 219,350

Finance Department: Interest rates from July 18, 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: 2

SECTION E - EXPECTED DESIGN WORK PROVIDER

County Staff

Consultant

Not Applicable

Prepared by: Robert Abbamont

Title: Director of Operations (Capital)

Department: Public Works/Transportation

Date: 7/19/23


Reviewed By: 

Budget Director

Date: 7/20/23

7/20/23

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 17, 2023

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
B0110 COUNTY ASSEST MANAGEMENT PLAN**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on 06-16-2023 (Unique ID: 2225)

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)(24):** information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action;
 - **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
Robert Abbamont, Director of Operations, Department of Public Works & Transportation
Kelly Sheehan, Assistant Commissioner
Michael Lipkin, Associate Planner
Claudia Maxwell, Associate Environmental Planner

ACT NO. - 20__

BOND ACT AUTHORIZING THE ISSUANCE OF \$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 DEVELOPMENT OF AN ASSET MANAGEMENT DATA COLLECTION FOR THE DEPARTMENT OF PUBLIC WORKS FOR THE BUS MAINTENANCE FACILITIES; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$200,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$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, \$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 necessary for planning the development of an asset management data collection at the Central Bus Maintenance Facility, Yonkers, and the Alphonse J. Cerrato Bus Maintenance Facility, Grasslands Campus; 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 \$200,000. The plan of financing includes the issuance of \$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. 62nd) 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 \$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 \$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 \$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 DEVELOPMENT OF AN ASSET MANAGEMENT DATA COLLECTION FOR THE DEPARTMENT OF PUBLIC WORKS FOR THE BUS MAINTENANCE FACILITIES; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$200,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$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 necessary for planning the development of an asset management data collection at the Central Bus Maintenance Facility, Yonkers, and the Alphonse J. Cerrato Bus Maintenance Facility, Grasslands Campus; 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: \$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

CAPITAL PROJECT FACT SHEET

Project ID:*

B0110

CBA

Fact Sheet Date:*

05-05-2023

Fact Sheet Year:*

2023

Project Title:*

COUNTY ASSET MANAGEMENT PLAN

Legislative District ID:

Category*

BUILDINGS, LAND & MISCELLANEOUS

Department:*

PUBLIC WORKS

CP Unique ID:

2225

Overall Project Description

This project will fund updating of the asset management software and data for the Michaelian Office Building, Westchester County Center, DPWT facilities, Laboratory & Research facility and DOC facilities.

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Best Management Practices | <input checked="" type="checkbox"/> Energy Efficiencies | <input checked="" type="checkbox"/> Infrastructure |
| <input type="checkbox"/> Life Safety | <input type="checkbox"/> Project Labor Agreement | <input type="checkbox"/> Revenue |
| <input type="checkbox"/> Security | <input type="checkbox"/> Other | |

FIVE-YEAR CAPITAL PROGRAM (in thousands)

	Estimated Ultimate Total Cost	Appropriated	2023	2024	2025	2026	2027	Under Review
Gross	3,350	1,550	1,800	0	0	0	0	0
Less Non-County Shares	0	0	0	0	0	0	0	0
Net	3,350	1,550	1,800	0	0	0	0	0

Expended/Obligated Amount (in thousands) as of : 646

Current Bond Description: Funding is requested for building inspections and asset management data collection at the Central Bus Maintenance Facility, Yonkers, and the Alphonse J. Cerrato Bus Maintenance Facility, Grasslands Campus.

Financing Plan for Current Request:

Non-County Shares:	\$ 0
Bonds/Notes:	200,000
Cash:	0
Total:	\$ 200,000

SEQR Classification:

TYPE II

Amount Requested:

200,000

Comments:

The implementation of an asset management system shall enable staff to develop a five-year capital plan based on defensible, data-driven decisions.

Energy Efficiencies:

THE ASSET MANAGEMENT SYSTEM WILL ASSIST IN IDENTIFYING EXISTING EQUIPMENT THAT MAY BE PROGRAMED FOR REPLACEMENT WITH ENERGY EFFICIENT EQUIPMENT IN THE FIVE YEAR CAPITAL PLAN.

Appropriation History:

Year	Amount	Description
2015	600,000	PHASE I DEVELOPMENT
2019	50,000	FUNDS STUDY FOR PHASE II OF THIS PROJECT
2021	900,000	CONTINUED INPUT OF ASSET DATA
2023	1,800,000	CONTINUED DEVELOPMENT OF THE COUNTY WIDE ASSET MANAGEMENT SYSTEM AS WELL AS DOCUMENTATION AND INPUT OF ADDITIONAL ASSET DATA.

Total Appropriation History:

3,350,000

Financing History:

Year	Bond Act #	Amount	Issued	Description
20	164	650,000	645,200	COST OF DEVELOPMENT OF AN ASSET MANAGEMENT SOFTWARE SYSTEM FOR DPW, AS WELL AS ANALYSIS OF GENERATORS

Total Financing History:

650,000

Recommended By:

Department of Planning	Date
MLLL	06-16-2023
Department of Public Works	Date
RJB4	06-16-2023
Budget Department	Date
DEV9	06-20-2023
Requesting Department	Date
RJB4	06-20-2023

COUNTY ASSET MANAGEMENT PLAN (B0110)

User Department : Public Works
Managing Department(s) : Public Works ;
Estimated Completion Date: TBD

Planning Board Recommendation: Project without physical planning aspects of concern to the Westchester County Planning Board.

FIVE YEAR CAPITAL PROGRAM (in thousands)

	Est Ult Cost	Appropriated	Exp / Obl	2023	2024	2025	2026	2027	Under Review
Gross	3,350	1,550	646	1,800					
Non County Share									
Total	3,350	1,550	646	1,800					

Project Description

This project will fund updating of the asset management software and data for the Michaelian Office Building, Westchester County Center, DPW facilities, Laboratory & Research facility and DOC facilities.

Current Year Description

The current year request funds continued development of the Countywide Asset Management System as well as documentation and input of additional asset data.

Current Year Financing Plan

Year	Bonds	Cash	Non County Shares	Total
2023	1,800,000			1,800,000

Impact on Operating Budget

The impact on the Operating Budget is the debt service associated with the issuance of bonds.

Appropriation History

Year	Amount	Description	Status
2015	600,000	Phase I development	COMPLETE
2019	50,000	Funds study for phase II of this project	COMPLETE
2021	900,000	Continued input of asset data	AWAITING BOND AUTHORIZATION
Total	1,550,000		

Prior Appropriations

	Appropriated	Collected	Uncollected
Bond Proceeds	1,550,000	645,200	904,800
Total	1,550,000	645,200	904,800

Bonds Authorized

Bond Act	Amount	Date Sold	Amount Sold	Balance
164 20	650,000	12/01/21	645,200	4,800
Total	650,000		645,200	4,800