

Human Services Meeting Agenda



Committee Chair: Nancy Barr

800 Michaelian Office Bldg.
148 Martine Avenue, 8th Floor
White Plains, NY 10601
www.westchesterlegislators.com

Monday, February 10, 2025

10:00 AM

Committee Room

Joint w/ B&A

CALL TO ORDER

Please note: Meetings of the Board of Legislators and its committees are held at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601, and remotely via the WebEx video conferencing system. Legislators may participate in person or via Webex. Members of the public may attend meetings in person at any of its locations, or view it online on the Westchester County Legislature's website: <https://westchestercountyny.legistar.com/> This website also provides links to materials for all matters to be discussed at a given meeting.

MINUTES APPROVAL

I. ITEMS FOR DISCUSSION

[2025-14](#)

**BOND ACT-BSS21-Infrastructure Improvements to Shelter
Facilities-Coachman Family Center '25-'29**

A BOND ACT authorizing the issuance of NINE HUNDRED EIGHTY FIVE THOUSAND (\$985,000) DOLLARS in bonds of Westchester County to finance Capital Project BSS21 - Infrastructure Improvements to Shelter Facilities - Coachman Family Center (2025-2029).

COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS, HUMAN SERVICES AND PUBLIC WORKS & TRANSPORTATION

Guests:

Department of Social Services

First Deputy Commissioner John Befus
Deputy Commissioner Thomas Rooney

II. OTHER BUSINESS

III. RECEIVE & FILE

ADJOURNMENT

Westchester County

Kenneth W. Jenkins
County Executive

January 17, 2025

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 \$985,000 to finance the following capital project:

BSS21 – Infrastructure Improvements to Shelter Facilities – Coachman Family Center (2025 – 2029)

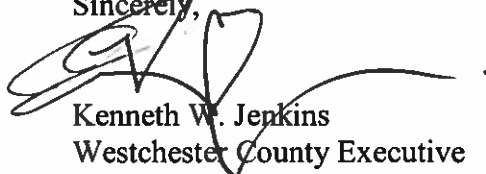
The Bond Act, in the amount of \$985,000, would finance the cost of replacement of the water service trunk line at the Coachman Family Center in White Plains. The Bond Act will also finance the cost of modifications, and in some instances, relocation and replacement of the fire suppression system in the building.

The Department of Social Services ("Department") has advised that this project funds a multi-year cycle of infrastructure improvements at the Coachman facility. The current request will be limited to the replacement of water service to the building, including the 100-year old trunk line, as well as modifications to the fire suppression system.

Following bonding authorization, design will be scheduled and is estimated to take six (6) months to complete and will be performed by outside consultants and in house staff. Construction is estimated to take six (6) months to complete and will begin after award and execution of construction contracts.

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

Sincerely,



Kenneth W. Jenkins
Westchester County Executive

KWJ/RT/jpg/nn
Attachment

Reference BSS21

**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 \$985,000 to finance capital project BSS21 – Infrastructure Improvements to Shelter Facilities – Coachman Family Center (2025 – 2029). The Bond Act, which was prepared by the law firm Hawkins Delafield & Wood, LLP, will finance the cost of replacement of the water service trunk line at the Coachman Family Center in White Plains. The Bond Act will also finance the cost of modifications, and in some instances, relocation and replacement of the fire suppression system in the building.

The Department of Social Services (“Department”) has advised that this project funds a multi-year cycle of infrastructure improvements at the Coachman facility. The current request will be limited to the replacement of water service to the building, including the 100-year old trunk line, as well as modifications to the fire suppression system.

Following bonding authorization, design will be scheduled and is estimated to take six (6) months to complete and will be performed by outside consultants and in house staff. Construction is estimated to take six (6) months to complete and will begin after award and execution of construction contracts.

The Planning Department has advised your Committee that based on its review, the above-referenced capital project may be classified as a Type “IP” 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: _____, 2025
White Plains, New York

COMMITTEE ON

c/jpg/12-05-2024

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BSS21

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 \$ 985,000 PPU 15 Anticipated Interest Rate 3.49%

Anticipated Annual Cost (Principal and Interest): \$ 84,457

Total Debt Service (Annual Cost x Term): \$ 1,266,851

Finance Department: maab 1-14-25

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: 11

Prepared by: Thomas M. Rooney Jr.

Title: Reimbursement Manager

Department: Department of Social Services

Date: 1/14/25

Reviewed By: 

DR
1/15/25


Budget Director

Date: 1/15/25



Memorandum
Department of Planning

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: January 10, 2025

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
BSS21 INFRASTRUCTURE IMPROVEMENTS TO SHELTER FACILITIES,
COACHMAN FAMILY CENTER (2025-2029)**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on 11-22-2024 (Unique ID: 2742)

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.

COMMENTS: None.

DSK/mvc

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
Susan Darling, Chief Planner
Michael Lipkin, Associate Planner
Claudia Maxwell, Principal Environmental Planner

REFERENCE: BSS21

ACT NO. -20_____

BOND ACT AUTHORIZING THE ISSUANCE OF \$985,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF THE REPLACEMENT OF THE WATER SERVICE TRUNK LINE AT THE COACHMAN FAMILY CENTER IN WHITE PLAINS, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$985,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$985,000 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; \$985,000 bonds of the County, or so much thereof as may be necessary, are hereby authorized to be issued to finance the replacement of the water service trunk line at the County-owned Coachman Family Center in White Plains, 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 \$985,000. The plan of financing includes the issuance of \$985,000 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 and notes.

Section 2. The period of probable usefulness of the specific object or purpose for which said \$985,000 bonds authorized by this Act are to be issued, within the limitations of Section 11.00 a. 1 of the Law, is fifteen (15) 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 \$985,000. 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 \$985,000 as the estimated maximum 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)
 :
 COUNTY OF NEW YORK) ss.:

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 Office 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 \$985,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF THE REPLACEMENT OF THE WATER SERVICE TRUNK LINE AT THE COACHMAN FAMILY CENTER IN WHITE PLAINS, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$985,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$985,000 BONDS HEREIN AUTHORIZED; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (adopted on _____, 20____)

object or purpose: to finance the replacement of the water service trunk line at the County-owned Coachman Family Center in White Plains, 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: \$985,000; fifteen (15) 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:* CBA **Fact Sheet Date:***
 BSS21 01-02-2025
Fact Sheet Year:* **Project Title:*** **Legislative District ID:**
 2025 INFRASTRUCTURE IMPROVEMENTS 8,
 TO SHELTER FACILITIES -
 COACHMAN FAMILY CENTER (2025-
 2029)
Category* **Department:*** **CP Unique ID:**
 BUILDINGS, LAND & SOCIAL SERVICES 2742
 MISCELLANEOUS

Overall Project Description

This project funds a multi-year cycle of infrastructure improvements at the Coachman Facility. The work will include replacement of water service to the building including the 100-year old trunk line replacement, replacement of two boilers and all associated work including temporary boilers. The project will fund a building rehabilitation including interior renovations, bathroom replacements, HVAC and electrical system replacements.

- Best Management Practices Energy Efficiencies Infrastructure
- Life Safety Project Labor Agreement Revenue
- Security Other

FIVE-YEAR CAPITAL PROGRAM (in thousands)

	Estimated Ultimate Total Cost	Appropriated	2025	2026	2027	2028	2029	Under Review
Gross	30,680	0	5,560	2,680	22,440	0	0	0
Less Non-County Shares	0	0	0	0	0	0	0	0
Net	30,680	0	5,560	2,680	22,440	0	0	0

Expended/Obligated Amount (in thousands) as of : 0

Current Bond Description: The water service trunk line to the building is approximately 100 years old and in need of full replacement. The fire suppression system inside the building requires modifications and some instances relocation and replacement.

Financing Plan for Current Request:

Non-County Shares:	\$ 0
Bonds/Notes:	985,000
Cash:	0
Total:	\$ 985,000

SEQR Classification:
TYPE II

Amount Requested:
985,000

Expected Design Work Provider:

- County Staff Consultant Not Applicable

Comments:

Energy Efficiencies:

Appropriation History:

Year	Amount	Description
2025	5,560,000	REPLACEMENT OF WATER SERVICE TO THE BUILDING INCLUDING TRUNK LINE REPLACEMENT AND TO BRING THE

Total Appropriation History:

5,560,000

Total Financing History:

0

Recommended By:

Department of Planning
MLLL

Date
11-22-2024

Department of Public Works
RJB4

Date
12-02-2024

Budget Department
DEV9

Date
12-04-2024

Requesting Department
TTR1

Date
12-05-2024

INFRASTRUCTURE IMPROVEMENTS TO SHELTER FACILITIES - COACHMAN FAMILY CENTER (2025-2029) (BSS21)

User Department : Social Services

Managing Department(s) : Public Works ; Social Services ;

Estimated Completion Date: TBD

Planning Board Recommendation: Project approved in concept but subject to subsequent staff review.

FIVE YEAR CAPITAL PROGRAM (in thousands)

	Est Ult Cost	Appropriated	Exp / Obl	2025	2026	2027	2028	2029	Under Review
Gross	30,680			5,560	2,680	22,440			
Non County Share									
Total	30,680			5,560	2,680	22,440			

Project Description

This project funds a multi-year cycle of infrastructure improvements at the Coachman Facility. The works will include replacement of water service to the building including trunk line replacement, replacement of two boilers and all associated work including temporary boilers. The project will fund a building rehabilitation including interior renovations, bathroom replacements, HVAC and electrical system replacements.

Current Year Description

The current year request funds design all phases and water facilities work.

Current Year Financing Plan

Year	Bonds	Cash	Non County Shares	Total
2025	5,560,000			5,560,000

Impact on Operating Budget

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