


September 27, 2024

TO: Hon. Vedat Gashi, Chair
Hon. Jose Alvarado, Vice Chair
Hon. Tyrae Woodson-Samuels, Majority Leader
Hon. Margaret Cunzio, Minority Leader

FROM: George Latimer 
Westchester County Executive

RE: Message Requesting Immediate Consideration: **CBA & Bond Act – BIT63 – Declaration of Independence Protective Exhibit Encasement.**

This will confirm my request that the Board of Legislators allow submission of the referenced communication to be submitted to the Board of Legislators September 30, 2024 Agenda.

Transmitted herewith for your review and approval is an Act to amend the current-year capital budget (“Capital Budget Amendment”), as well as a related bond act (“Bond Act,”) which, if adopted, would authorize the County of Westchester (“County”) to issue \$525,000 in bonds of the County to finance the following capital project: BIT63.

Therefore, since this communication is of the utmost importance, it is respectfully submitted that the County Board of Legislators accepts this submission for September 30, 2024 “blue sheet” calendar.

Thank you for your prompt attention to this matter.



George Latimer
Westchester County Executive

September 26, 2024

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 an Act to amend the current-year capital budget ("Capital Budget Amendment"), as well as a related bond act ("Bond Act,") which, if adopted, would authorize the County of Westchester ("County") to issue \$525,000 in bonds of the County to finance the following capital project:

BIT63 – Declaration of Independence Protective Exhibit Encasement ("BIT63").

The proposed Capital Budget Amendment will amend the County's current-year capital budget to increase the County share for BIT63 by \$525,000 and to add this specific project to the program funded through BIT63.

The Bond Act, in the amount of \$525,000, would finance construction of a protective exhibit encasement to securely store and preserve a printed copy of the Declaration of Independence, dated July 9, 1776 which is currently housed at the Westchester County Archives and Records Center (the "Archives").

The Department of Information Technology ("Department") has advised that the County's printed copy of the Declaration of Independence came from a contemporaneous, historic printing of several hundred such copies by John Holt, which was the first printing of the Declaration of Independence in the State of New York, and which copies are commonly known and referred to as 'Holt Broadside'. The objective and goal of procuring this encasement is twofold. The proposed encasement will both, a.) preserve the document for future generations, and, b.) enable the County to safely provide for the display of the document at various locations throughout Westchester County. The encasement will be constructed by the National Institute of Standards and Technology ("NIST") in collaboration with staff from the National Archives in Washington, DC. NIST will design, successfully test, and produce a state-of-the-art encasement that will secure and optimally preserve the County's Holt Broadside. When not being used for displays elsewhere, the encasement will be stored in a vault within the Archives.

Design is expected to be completed by the first quarter of 2025. It is estimated that construction will take fourteen (14) months to complete and will begin after award and execution of construction contracts. The project estimated end date goal is currently set as completion and delivery by March 2026.

Section 167.131 of the Laws of Westchester County, mandates that a capital budget amendment that introduces a new capital project or changes the location, size or character of an existing capital project be accompanied to the Board of Legislators by a report of the Westchester County Planning Board (the "Planning Board") with respect to the physical planning aspects of the project. Accordingly, the Planning Board report for this project has been annexed.

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", written in a cursive style.

George Latimer
County Executive

GL/MB/cmc
Attachments

**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 an act, which, if adopted, will amend the County’s current-year capital budget (“Capital Budget Amendment”), as well as adoption of a related bond act (“Bond Act”) in the amount of \$525,000, to finance capital project BIT63 – Declaration of Independence Protective Exhibit Encasement (“BIT63”).

Your Committee is advised that the Capital Budget Amendment will amend the County’s current-year capital budget to increase the County share for BIT63 by \$525,000 and to add this specific project to the program funded through BIT63.

The Bond Act, in the amount of \$525,000, which was prepared by the law firm of Harris Beach, PLLC, would finance the construction of a protective encasement to securely store and preserve a printed copy of the Declaration of Independence dated July 9, 1776, which is currently housed at the Westchester County Archives and Records Center (“Archives”).

The Department of Information Technology (“Department”) has advised that the County’s printed copy of the Declaration of Independence came from a contemporaneous, historic printing of several hundred such copies by John Holt, which was the first printing of the Declaration of Independence in the State of New York, and which copies are commonly known and referred to as ‘Holt Broadside’. The objective and goal of procuring this encasement is twofold. The proposed encasement will both, a.) preserve the document for future generations, and, b.) enable the County to safely provide for the display of the document at various locations throughout Westchester County. The encasement will be constructed by the National Institute of Standards and Technology (“NIST”) in collaboration with staff from the National Archives in Washington, DC. NIST will design, successfully test, and produce a state-of-the-art encasement that will secure and optimally preserve the County’s Holt Broadside. When not being used for displays elsewhere, the encasement will be stored in a vault within the Archives.

Your Committee is advised that design expected to be completed by the first quarter of 2025. It is estimated that construction will take fourteen (14) months to complete and will begin after award and execution of construction contracts. The project estimated end date goal is currently set as completion and delivery by March 2026.

The Department of Planning has advised your Committee that based on its review, the authorization of the proposed capital project 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.

Your Committee is further advised that Section 167.131 of the Laws of Westchester County, mandates that a capital budget amendment that introduces a new capital project or changes the location, size or character of an existing capital project be accompanied to the Board of Legislators by a report of the Westchester County Planning Board (the “Planning Board”) with respect to the physical planning aspects of the project. Accordingly, the Planning Board report for this project has been annexed.

Your Committee has carefully considered the proposed Capital Budget Amendment, as well as the related Bond Act, and recommends approval of both of the proposed Acts, noting that the Bond Act may only be enacted following adoption of the Capital Budget Amendment. It should also be noted that an affirmative vote of two-thirds of the members of your Honorable Board is required in order to amend the County’s Capital Budget and to adopt the Bond Act.

Dated: _____, 2024
White Plains, New York

COMMITTEE ON

C:cmc/9-26-2024

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BIT63

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 \$ 525,000 PPU 5 Anticipated Interest Rate 2.36%

Anticipated Annual Cost (Principal and Interest): \$ 113,668

Total Debt Service (Annual Cost x Term): \$ 568,341

Finance Department: maab 9-27-24

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: 6

Prepared by: Dianne Vanadia

Title: Associate Budget Director

Department: Budget


Date: 9/27/24

Reviewed By: 

Budget Director

Date: 9/27/24

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: September 17, 2024

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
BIT63 Declaration of Independence Mobile Exhibit Encasement**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on 09-03-2024 (Unique ID: 2691)

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)(31):** purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials.
-

COMMENTS: None.

DSK/dvw

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



Memorandum

Department of Planning

432 Michaelian Office Building
White Plains, NY 10601

To: The Westchester County Planning Board

From: Susan Darling, Chief Planner

Date: September 3, 2024

RE: **NO-ACTION MEMO - Capital Budget Amendment –BIT63 Declaration of Independence Mobile Exhibit Encasement (2024 CBA)**

The County Executive is requesting an amendment to the 2024 Capital Budget to modify the funding of the above project. Capital project **BIT63 Declaration of Independence Mobile Exhibit Encasement (2024 CBA)** will fund the construction of the mobile encasement needed to securely store and preserve an original copy of the Declaration of Independence being housed at the Records and Archive Center.

This project was classified as a PL1, “*a project approved in concept, subject to review when more detailed studies or plans are prepared*” in the 2025 Planning Board Report on the Capital Project Requests adopted August 6, 2024. The CBA is to move the funding requested for 2025 to the 2024 capital budget.

There are no changes to the physical planning aspects of this project as reviewed by the Board; therefore, no further action by your Board is necessary.

cc: Blanca P. López, Commissioner
David S. Kvinge, Assistant Commissioner
Michael Lipkin, Associate Planner

An Act amending the 2024 County
 Capital Budget Appropriations for
 Capital Project BIT63 DECLARATION
 OF INDEPENDENCE MOBILE EXHIBIT
 ENCASUREMENT

BE IT ENACTED by the Board of Legislators of the County of Westchester as follows:

Section 1. The Capital section of the 2024 County Budget is hereby amended as follows:

	Previous 2024 Appropriation	Change	Revised 2024 Appropriation
I. Appropriation		\$525,000	\$525,000

Section 2. The estimated method of financing in the Capital Section of the 2024 Westchester County Capital Budget is amended as follows:

II. METHOD OF FINANCING

Bonds and/or Notes	\$0	\$525,000	\$525,000
Non County Shares	\$0		\$0
Cash	\$0		\$0
Total	<u>\$0</u>	<u>\$525,000</u>	<u>\$525,000</u>

Section 3. The ACT shall take effect immediately.