



Kenneth W. Jenkins
County Executive

January 21, 2026

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

Dear Honorable Members of the Board of Legislators:

Transmitted herewith is a proposed Local Law that would authorize the County of Westchester (the "County") to enter into a second amendment of its sublease of a portion of Cedarwood Hall from the Westchester County Health Care Corporation ("WCHCC") and also enter into a second amendment of its sublease to Westchester Institute for Human Development ("WIHD") for the same space.

As you may recall, on December 13, 2004, your Honorable Board approved Local Law No. 22-2004 which authorized the County to enter into subleases with WCHCC and WIHD (respectively the "WCHCC Sublease" and the "WIHD Sublease"). As Cedarwood Hall is included in the Premises as defined by the Restated and Amended Lease Agreement between the County and WCHCC dated December 30, 1998, WCHCC subleased that portion of Cedarwood Hall used by WIHD to the County and the County in turn subleased the same space to WIHD. Thereafter, in 2015, your Honorable Board approved Local Law No. 2015-13 on November 9, 2015 which authorized the County to amend the WCHCC Sublease and WIHD Sublease in order to extend the term of the subleases, with options, through March 31, 2025.

The proposed Local Law allows this arrangement to continue uninterrupted and enables WIHD to get the best possible Medicaid reimbursement rates. The term of both proposed second amendments shall be retroactive to April 1, 2025 and continue through December 31, 2026. The proposed second amendment to the WCHCC Sublease will require the County to pay WCHCC \$966,455 annually (representing base rent and additional rent). The County and WIHD will simultaneously enter into a second amendment to the WIHD Sublease, and WIHD will be required to pay the County fair market value rent of \$32.32 per square foot, for 72,796 square feet, for a base annual rent of \$2,352,766.72, plus additional rent of \$4,560.00 representing the cost of medical waste removal, for a total rent of \$2,357,326.72. WIHD will also be required to pay its proportionate share of any increases in operating costs (taxes, heat, electric, maintenance, common area maintenance, etc.) The rent payable under both second amendments to the subleases for 2025 shall be prorated to account for the partial year.

WIHD has entered into a new lease with a private landlord and it is anticipated that the space will be ready for WIHD to occupy on or before December 31, 2026. In the event that space is ready beforehand, however, WIHD has requested an option to terminate the second amendment

to the WIHD Sublease on sixty (60) days written notice to the County. The County would likewise have an option to terminate the second amendment to the WCHCC Sublease on sixty (60) days written notice to WCHCC. All other terms and conditions of the WCHCC Sublease and the WIHD Sublease shall remain in full force and effect.

The County will also enter into a separate agreement with WIHD for services relating to clinical programs, training, education, technical assistance and applied research related to individuals with disabilities and their families which agreement will be submitted by the Department of Social Services to the County Board of Acquisition and Contract for its consideration and approval.

I have been advised that the New York Public Authorities Law Section 3307(4) requires the approval of your Honorable Board for the second amendment to the WCHCC Sublease. In addition, the second amendment to the WCHCC Sublease is subject to Section 104.11(e) of the Laws of Westchester County and the second amendment to the WIHD Sublease is subject to Section 104.11(b). Also attached is a Resolution authorizing a Public Hearing as required by §209.141(4) of the Laws of Westchester County.

Based upon the foregoing, I urge your Honorable Board's approval on the annexed legislation.

Sincerely,

A handwritten signature in black ink, appearing to read 'KWJ', with a long horizontal flourish extending to the right.

Kenneth W. Jenkins
County Executive

KWJ/HJG/TSA
Attachment

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

Your Committee is in receipt of a communication from the County Executive transmitting a proposed Local Law that would authorize the County of Westchester (the “County”) to enter into a second amendment of its sublease of a portion of Cedarwood Hall from the Westchester County Health Care Corporation (“WCHCC”) and also enter into a second amendment of its sublease to Westchester Institute for Human Development (“WIHD”) for the same space. As you may recall, on December 13, 2004, your Honorable Board approved Local Law No. 22-2004 which authorized the County to enter into subleases with WCHCC and WIHD (respectively the “WCHCC Sublease” and the “WIHD Sublease”). As Cedarwood Hall is included in the Premises as defined by the Restated and Amended Lease Agreement between the County and WCHCC dated December 30, 1998, WCHCC subleased that portion of Cedarwood Hall used by WIHD to the County and the County in turn subleased the same space to WIHD. Thereafter, in 2015, your Honorable Board approved Local Law No. 2015-13 on November 9, 2015 which authorized the County to amend the WCHCC Sublease and WIHD Sublease in order to extend the term of the subleases, with options, through March 31, 2025.

The proposed Local Law allows this arrangement to continue uninterrupted and enables WIHD to get the best possible Medicaid reimbursement rates. The term of both proposed second amendments shall be retroactive to April 1, 2025 and continue through December 31, 2026. The proposed second amendment to the WCHCC Sublease will require the County to pay WCHCC \$966,455 annually (representing base rent and additional rent). The County and WIHD will simultaneously enter into a second amendment to the WIHD Sublease, and WIHD will be required to pay the County fair market value rent of \$32.32 per square foot, for 72,796 square feet, for a base annual rent of \$2,352,766.72, plus additional rent of \$4,560.00 representing the cost of medical waste

removal, for a total rent of \$2,357,326.72. WIHD will also be required to pay its proportionate share of any increases in operating costs (taxes, heat, electric, maintenance, common area maintenance, etc.) The rent payable under both second amendments to the subleases for 2025 shall be prorated to account for the partial year.

WIHD has entered into a new lease with a private landlord and it is anticipated that the space will be ready for WIHD to occupy on or before December 31, 2026. In the event that space is ready beforehand, however, WIHD has requested an option to terminate the second amendment to the WIHD Sublease on sixty (60) days written notice to the County. The County would likewise have an option to terminate the second amendment to the WCHCC Sublease on sixty (60) days written notice to WCHCC. All other terms and conditions of the WCHCC Sublease and the WIHD Sublease shall remain in full force and effect.

The County will also enter into a separate agreement with WIHD for services relating to clinical programs, training, education, technical assistance and applied research related to individuals with disabilities and their families which agreement will be submitted by the Department of Social Services to the County Board of Acquisition and Contract for its consideration and approval.

The Planning Department has advised that based on its review, the above second amendments to the subleases, may be classified as a "Type II" action under the State Environmental Quality Review Act and its implementing regulations, 6 NYCRR Part 617 ("SEQRA"). Type II actions are those actions determined not to have a significant effect on the environment and therefore do not require further environmental review. Your Committee concurs with this recommendation.

Your Committee has been advised that the New York Public Authorities Law Section 3307(4) requires the approval of your Honorable Board for the second amendment to the WCHCC Sublease.

In addition, the second amendment to the WCHCC Sublease is subject to Section 104.11(e) of the Laws of Westchester County and the second amendment to the WIHD Sublease is subject to Section 104.11(b). Also attached is a Resolution authorizing a Public Hearing as required by §209.141(4) of the Laws of Westchester County. Your Committee has been informed that passage of the aforementioned Local Law requires an affirmative vote of two-thirds of the voting strength of your Honorable Board.

Because of the importance of the services provided by WIHD, your Committee urges that your Honorable Board adopt the annexed Local Law authorizing the above transaction.

Dated: _____, 2026
White Plains, New York

COMMITTEE ON

FISCAL IMPACT STATEMENT

SUBJECT: Lease- Cedarwood Hall

☐ NO FISCAL IMPACT PROJECTED

OPERATING BUDGET IMPACT

To Be Completed by Submitting Department and Reviewed by Budget

SECTION A - FUND

☒ GENERAL FUND

☐ AIRPORT FUND

☐ SPECIAL DISTRICTS FUND

SECTION B - EXPENSES AND REVENUES

Total Current Year Expense \$ 966,455

Total Current Year Revenue \$ 2,357,327

Source of Funds (check one): ☒ Current Appropriations ☐ Transfer of Existing Appropriations

☐ Additional Appropriations ☐ Other (explain)

Identify Accounts: WCHCC Rent Expense: 101-46-3300-4320

WIHD Rental Income: 101-46-3300-9274

Potential Related Operating Budget Expenses: Annual Amount \$966,455

Describe: Renewal of WCHCC Sublease for a term commencing retroactively on

April 1, 2025 through December 31, 2026

Potential Related Operating Budget Revenues: Annual Amount \$2,357,327

Describe: Renewal of WIHD Sublease for a term commencing retroactively on

April 1, 2025 through December 31, 2026

Anticipated Savings to County and/or Impact on Department Operations:

Current Year: _____

Next Four Years: _____

Prepared by: Ugochukwu Chibuikem

Title: Asst. Budget Analyst

Department: Budget

Date: January 7, 2026



Reviewed By: _____

Budget Director

Date: 1/8/26

TO: David Vutera, Associate County Attorney
Department of Law

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



DATE: January 15, 2026

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR
WESTCHESTER INSTITUTE FOR HUMAN DEVELOPMENT
SUBLEASE OF CEDARWOOD HALL**

PROJECT/ACTION: Authorization of a second amendment to the County's sublease of a portion of Cedarwood Hall from the Westchester County Health Care Corporation, as well as a second amendment of the County's sublease of the same space to Westchester Institute for Human Development (WIHD) to allow WHID to continue use of the space through December 31, 2026 for ongoing services to individuals with disabilities. WHID has been operating in the space since 2005. The subleases, however, have expired. The term of the second amendments will be retroactive to the expiration date.

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 because the project/action may be classified as a **TYPE II action** pursuant to section(s):

- **617.5(c)(32):** license, lease and permit renewals, or transfers of ownership thereof, where there will be no material change in permit conditions or the scope of permitted activities.

COMMENTS: None.

DSK/cnm

cc: Andrew Ferris, Chief of Staff
Paula Friedman, Assistant to the County Executive
Tami Altschiller, Assistant Chief Deputy County Attorney
Blanca P. Lopez, Commissioner of Planning
Claudia Maxwell, Principal Environmental Planner

RESOLUTION NO. - 2026

RESOLVED, that this Board hold a public hearing pursuant to Section 209.141(4) of the Laws of Westchester County on Local Law Intro. No. -2004 entitled "A LOCAL LAW authorizing the County of Westchester to enter into a second amendment to the sublease with the Westchester County Health Care Corporation for space at Cedarwood Hall and to enter into a second amendment to the sublease for the space at Cedarwood Hall to the Westchester Institute for Human Development". The public hearing will be held at m. on the day of , 2026 in the Chambers of the Board of Legislators, 8th Floor, Michaelian Office Building, White Plains, New York. The Clerk of the Board shall cause notice of the time and date of such hearing to be published at least once in one or more newspapers published in the County of Westchester and selected by the Clerk of the Board for that purpose in the manner and time required by law.