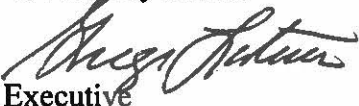


May 16, 2024

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 – BPR03 – Woodfield Cottage Infrastructure.**

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This will confirm my request that the Board of Legislators allow submission of the referenced communication to be submitted to the Board of Legislators May 20, 2024 Agenda.

Transmitted herewith for your review and approval is an Act which, if adopted, would authorize the County of Westchester (“County”) to amend its current year Capital Budget (“Capital Budget Amendment”), as well as adopt a related bond act (the “Bond Act”) to finance the following capital project: BPR03.

Therefore, since this communication is of the utmost importance, it is respectfully submitted that the County Board of Legislators accepts this submission for May 20, 2024 “blue sheet” calendar.

Thank you for your prompt attention to this matter.



**George Latimer**  
County Executive

May 10, 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 which, if adopted, would authorize the County of Westchester ("County") to amend its current year Capital Budget ("Capital Budget Amendment"), as well as adopt a related bond act (the "Bond Act") to finance the following capital project:

**BPR03 – Woodfield Cottage Infrastructure ("BPR03").**

The proposed Capital Budget Amendment will amend the County's 2024 capital budget to appropriate \$4,000,000 for this new project.

The Bond Act, in the amount of \$4,000,000, would fund the cost of roof rehabilitation and HVAC replacement at the Woodfield Cottage juvenile detention facility in Valhalla.

The Department of Probation has advised that the majority of flat roofs at the facility are failing and causing constant water leaks into the building. Additionally, the five (5) rooftop HVAC units, which provide heating and cooling for the facility, need to be replaced, along with return air fans, heating coils and other associated equipment.

Following bonding authorization, design will be scheduled and is anticipated to take six months (6) to complete and will be performed by County staff. It is estimated that construction will take nine (9) months to complete and will begin after award and execution of the construction contracts.

Section 167.131 of the County Charter 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 required Planning Board report is herewith attached.

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

Sincerely,



George Latimer  
Westchester County Executive

GL/RP/jpg/nn  
Attachment

**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 amending the County’s current-year capital budget (the “Capital Budget Amendment”), as well as adoption of a related bond act (the “Bond Act”), in the amount of \$4,000,000, to finance capital project BPR03–Woodfield Cottage Infrastructure (“BPR03”).

Your Committee is advised that the proposed Capital Budget Amendment will amend the County’s 2024 capital budget to appropriate \$4,000,000 for this new project.

The Bond Act, which was prepared by the law firm of Hawkins Delafield and Wood, LLP, would fund the cost of roof rehabilitation and HVAC replacement at the Woodfield Cottage juvenile detention facility in Valhalla.

The Department of Probation has advised that the majority of flat roofs at the facility are failing and causing constant water leaks into the building. Additionally, the five (5) rooftop HVAC units, which provide heating and cooling for the facility, need to be replaced, along with return air fans, heating coils and other associated equipment.

Your Committee is advised that following bonding authorization, design will be scheduled and is anticipated to take six (6) months to complete and will be performed by County staff. It is estimated that construction will take nine months (9) months to complete and will begin after award and execution of the 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 “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.

In addition, Section 167.131 of the County Charter 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 required Planning Board report is herewith attached.

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 proposed Capital Budget Amendment and Bond Act.

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 can only be enacted following adoption of the Capital Budget Amendment.

Dated: \_\_\_\_\_, 2024  
White Plains, New York

**COMMITTEE ON**

k/jpg/5/01/2024

# FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BPR03

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 \$ 4,000,000 PPU 10 Anticipated Interest Rate 2.84%

Anticipated Annual Cost (Principal and Interest): \$ 468,015

Total Debt Service (Annual Cost x Term): \$ 4,680,150

Finance Department: Interest rates from May 7, 2024 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: 43

Prepared by: Dianne Vanadia

Title: Associate Budget Director

Department: Budget

Date: 5/11/24

Reviewed By: 

DV5/11/24

Budget Director

Date: 5/13/24

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: May 7, 2024

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:  
BPR03 WOODFIELD COTTAGE INFRASTRUCTURE**

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**PROJECT/ACTION:** Per Capital Project Fact Sheet as approved by the Planning Department on  
04-09-2024 (Unique ID: 2536)

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)(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.

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**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  
Robert Abbamont, Director of Operations, Department of Public Works & Transportation  
Susan Darling, Chief Planner  
Claudia Maxwell, Principal Environmental Planner  
Michael Lipkin, Associate Planner

**RESOLUTION 24-19**

**WESTCHESTER COUNTY PLANNING BOARD**

**Amendment of Planning Board Report on 2024 Capital Project Requests  
BPR03 Woodfield Cottage Infrastructure**

**WHEREAS**, Woodfield Cottage is a juvenile detention facility located at 20 Hammond House Road, on the Grasslands Campus in the Town of Mt. Pleasant. It serves Westchester County and provides a safe and structured environment for youth awaiting trial or placement, and

**WHEREAS**, the County Executive will submit legislation to the County Board of Legislators which would authorize amending the 2024 Capital Budget to include **Woodfield Cottage Infrastructure** to include funding in the amount of \$4,000,000 for design and construction, and construction management, and

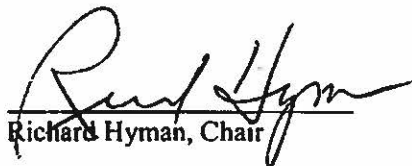
**WHEREAS**, the Woodfield Cottage is approximately 75 years old and has the original roof. The heating/cooling equipment/units are at the end of their useful life. The heating and cooling systems as well as the roof are failing. The roof failure has resulted in additional building damage and hazards. The issues with the building pose potential health and safety issues as the building is occupied 24/7 by youth remanded to juvenile detention., and

**WHEREAS**, this project is classified as a "PL2" - "approved in concept, subject to review when more detailed studies or plans are prepared," and

**WHEREAS**, the project is generally consistent with *Westchester 2025 – Policies to Guide County Planning*, as adopted by the Planning Board on May 6, 2008 and amended on January 5, 2010 by maintaining county facilities; now therefore, be it

**RESOLVED**, that the County Planning Board, pursuant to Section 167.131 of the County Charter, amends its Report on the 2024 Capital Project Requests to include the attached report on Capital Project **Woodfield Cottage Infrastructure**, located at the 20 Hammond House Road, on the Grasslands Campus in the Town of Mt. Pleasant in the amount of \$4,000,000.

Adopted this 7<sup>th</sup> day of May, 2024

  
Richard Hyman, Chair



An Act amending the 2024 County  
 Capital Budget Appropriations for  
 Capital Project BPR03 WOODFIELD  
 COTTAGE INFRASTRUCTURE

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	\$0	\$4,000,000	\$4,000,000

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	\$4,000,000	\$4,000,000
Non County Shares	\$0		\$0
Cash	\$0		\$0
Total	\$0	\$4,000,000	\$4,000,000

Section 3. The ACT shall take effect immediately.