



Kenneth W. Jenkins
County Executive

June 30, 2025

Westchester County Board of Legislators
148 Martine Avenue, Room 800
White Plains, New York 10601

Dear Members of the Board of Legislators:

Transmitted herewith for your consideration is proposed legislation, which, if adopted by your Honorable Board, would authorize the County of Westchester ("County"), acting by and through its Department of Public Safety ("Department"), to enter into inter-municipal agreements ("IMAs") with one or more Westchester County municipal corporations, as defined in Article 5-G of the New York State General Municipal Law (individually, "Municipality," and collectively, "Municipalities"), in order to have public safety employees from such Municipalities utilize the County's Firing Range ("Firing Range") located at the County's Police Academy in Valhalla, New York, also known as the Grasslands Reservation, in the Town of Mount Pleasant, New York ("Police Academy"), for firearms training. The IMAs shall be for a term of up to five (5) years, commencing upon execution and expiring on July 31, 2030. Each party shall have the right to terminate the Agreement on thirty (30) days' written notice to the other.

In exchange for the use of the Firing Range, which will be staffed by a Department safety officer, each Municipality will pay a flat fee of Six Hundred and Thirty (\$630.00) Dollars per eight (8) hour tour, for a maximum number of thirty-six (36) officers in attendance. This charge is based solely on a blended hourly rate for the Department safety officer that accommodates straight time and overtime costs. The Firing Range will be operated under the direction of the Department safety officer. Each Municipality shall adhere to all instructions issued by the Department safety officer. Each Municipality shall have the option of requesting the Department to provide a firearms instructor to assist with the training process of its employees. If the Municipality requests a firearms instructor, the Municipality shall pay an additional fee equal to \$80.79 per hour or \$646.32 per eight (8) hour tour. Anyone attending the Firing Range shall be responsible to bring his/her own weapons and ammunition.

In the event that police officers from a Municipality provide instruction at the Police Academy under a separate agreement between the County and said Municipality, the Commissioner of the Department or his duly authorized designee may provide such Municipality with a credit equal to one (1) eight (8) hour tour at the Firing Range for each seven (7) hours of instruction at the Police Academy.

Office of the County Executive

Michaelian Office Building
148 Martine Avenue
White Plains, New York 10601

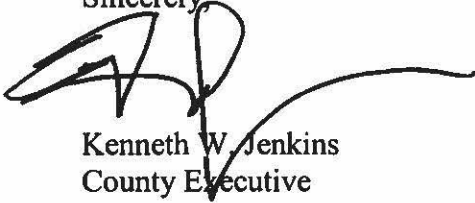
Telephone: (914)995-2900 E-mail: ceo@westchestergov.com



The County has entered into a number of IMAs since 2008 with municipalities throughout Westchester to use the Firing Range for firearms training, which your Honorable Board last authorized on June 1, 2020 by Act No. 91-2020. As some of the existing IMAs are set to expire on July 31, 2025, the County desires to enter into new IMAs in order to continue the practice of offering the Firing Range to the Municipalities and providing firing range training services. The program has proven successful, and it is recommended that the County continue this valuable program.

I urge your Honorable Board's approval of the attached proposed legislation as the continuation of this program is in the best interests of the County.

Sincerely,

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

Kenneth W. Jenkins
County Executive

KWJ/SG/mcz
Attachments

**HONORABLE BOARD OF LEGISLATORS
THE COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending the approval of an Act which would authorize the County of Westchester ("County"), acting by and through its Department of Public Safety ("Department"), to enter into inter-municipal agreements ("IMAs") with one or more Westchester County municipal corporations, as defined in Article 5-G of the New York State General Municipal Law (individually, "Municipality," and collectively, "Municipalities"), in order to have public safety employees from such Municipalities utilize the County's Firing Range ("Firing Range") located at the County's Police Academy in Valhalla, New York, also known as the Grasslands Reservation, in the Town of Mount Pleasant, New York ("Police Academy"), for firearms training. The IMAs will be for a period of up to five (5) years commencing upon execution and expiring on July 31, 2030. Each party shall have the right to terminate the agreement on thirty (30) days' written notice to the other.

In exchange for the use of the Firing Range, which will be staffed by a Department safety officer, each Municipality will pay a flat fee of Six Hundred and Thirty (\$630.00) Dollars per eight (8) hour tour, for a maximum number of thirty-six (36) officers in attendance. This charge is based solely on a blended hourly rate for the Department safety officer that accommodates straight time and overtime costs. The Firing Range will be operated under the direction of the Department safety officer. Each Municipality shall adhere to all instructions issued by the Department safety officer. Each Municipality shall have the option of requesting the Department to provide a firearms instructor to assist with the training process of its employees. If the Municipality requests a firearms instructor, the Municipality shall pay an additional fee equal to \$80.79 per hour or \$646.32 per eight (8) hour tour. Any one attending the Firing Range shall be responsible to bring his/her own weapons and ammunition.

In the event that police officers from a Municipality provide instruction at the Police Academy under a separate agreement between the County and said Municipality, the Commissioner of the Department or his duly authorized designee may provide such Municipality

with a credit equal to one (1) eight (8) hour tour at the Firing Range for each seven (7) hours of instruction at the Police Academy.

Your Committee has been advised that the County has entered into a number of IMAs since 2008 with municipalities throughout Westchester to use the Firing Range for firearms training, which your Honorable Board last authorized on June 1, 2020 by Act No. 91-2020. As some of the existing IMAs are set to expire on July 31, 2025, the County desires to enter into new IMAs in order to continue the practice of offering the Firing Range to the Municipalities and providing firing range training services. The program has proven successful, and it is recommended that the County continue this valuable program.

The Planning Department has advised that the proposed amendment to the retainer agreement does not meet the definition of an action under the New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 14, 2025, which is on file with the Clerk of the Board of Legislators.

Your Committee has been advised that the passage of the attached Act requires an affirmative vote of not less than a majority of the members of your Honorable Board.

Your Committee believes that the continued support of these worthwhile programs is in the best interests of the County. Accordingly, after due consideration, your Committee recommends adoption of the annexed proposed Act.

Dated: _____, 2025.

White Plains, New York

COMMITTEE ON

C: MCZ 06.30.2025

FISCAL IMPACT STATEMENT

SUBJECT: Firing Range-IMAs

☐ 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 \$ _____

Total Current Year Revenue \$ 10,000

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

☐ Additional Appropriations ☐ Other (explain)

Identify Accounts: 101-38-3000-9230

Estimated revenue received from municipal police departments for use of WC DPS firing range.

Potential Related Operating Budget Expenses: Annual Amount _____

Describe: _____

Potential Related Operating Budget Revenues: Annual Amount _____

Describe: _____

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

Current Year: _____

Next Four Years: 2026-\$10,000; 2027-\$10,000; 2028-\$10,000; 2029-\$10,000

Prepared by: Siva Gopalkrishna

Title: Director-Administrative Services

Department: Public Safety

Date: February 11, 2025

Reviewed By: 

Budget Director

Date: 5/14/25

ACT NO. 2025 - _____

AN ACT authorizing the County of Westchester, acting by and through its Department of Public Safety, to enter into inter-municipal agreements with one or more Westchester County municipal corporations, as defined in Article 5-G of the New York State General Municipal Law, in order to have public safety employees from such Municipalities utilize the County's Firing Range located at the County's Police Academy in Valhalla, New York, for firearms training.

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

Section 1. The County of Westchester ("County"), acting by and through its Department of Public Safety ("Department"), is authorized to enter into inter-municipal agreements ("IMAs") with one or more Westchester County municipal corporations, as defined in Article 5-G of the New York State General Municipal Law (individually, "Municipality," and collectively, "Municipalities"), in order to have public safety employees from such Municipalities utilize the County's Firing Range ("Firing Range") located at the County's Police Academy in Valhalla, New York, also known as the Grasslands Reservation, in the Town of Mount Pleasant, New York ("Police Academy"), for firearms training.

§2. In exchange for the use of the Firing Range, which will be staffed by a Department safety officer, each Municipality will pay a flat fee of Six Hundred and Thirty (\$630.00) Dollars per eight (8) hour tour, for a maximum number of thirty-six (36) officers in attendance. This charge is based solely on a blended hourly rate for the Department safety officer that accommodates straight time and overtime costs. The Firing Range will be operated under the direction of the Department safety officer. Each Municipality shall adhere to all instructions issued by the Department safety officer. Each Municipality shall have the option of requesting the Department to provide a firearms instructor to assist with the training process of its employees. If the Municipality requests a firearms instructor, the Municipality shall pay an additional fee equal to \$80.79 per hour or \$646.32 per eight (8) hour tour. Anyone attending the Firing Range shall be responsible to bring his/her own weapons and ammunition.

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§3. The IMAs will be for a period up to five (5) years commencing upon execution and expiring on July 31, 2030. Each party shall have the right to terminate the agreement on thirty (30) days' written notice to the other.

§4. The County Executive or his authorized designee is hereby authorized and empowered to execute any and all documents and take all actions necessary and appropriate to accomplish the purposes hereof.

§5. This Act shall take effect immediately.