



Kenneth W. Jenkins
County Executive

May 7, 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 an inter-municipal agreement ("IMA") with the County of Putnam ("Putnam"), in order to have its public safety employees utilize the County's Firing Range ("Firing Range") located at the County's Police Academy in Valhalla, New York, also known as Grasslands Reservation in the Town of Mount Pleasant, New York ("Police Academy"), for firearms training. The IMA shall be for a term of up to five (5) years, commencing on July 1, 2025 and terminating on June 30, 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, Putnam will pay a flat fee of Three Thousand Ninety (\$3,090.00) Dollars per eight (8) hour tour, for a maximum number of thirty-six (36) officers in attendance. The Firing Range will be operated under the direction of the safety officer. Putnam will adhere to all instructions issued by the Department's safety officer. Putnam shall have the option of requesting the Department to provide a firearms instructor to assist with the training process of its employees. If Putnam requests a firearms instructor, Putnam shall pay an additional fee equal to \$108.18 per hour or \$865.44 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 Putnam provide instruction at the Police Academy, under separate agreement between the County and Putnam, the Commissioner of the Department, or his designee, may provide Putnam 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.

The County has entered into a number of IMAs since 2008 with municipalities throughout Westchester as well as with Putnam, which your Honorable Board last authorized on June 1, 2020 by Act No. 93-2020, to use the Firing Range for firearms training. The program has proven successful, and it is recommended that the County continue to allow Putnam to take part in this valuable program.

Office of the County Executive

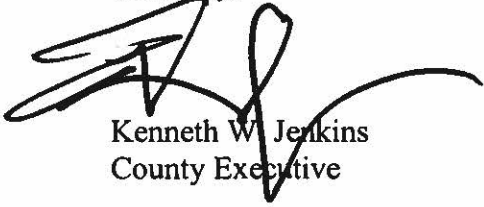
Michaelian Office Building
148 Martine Avenue
White Plains, New York 10601

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



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 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 an inter-municipal agreement ("IMA") with the County of Putnam ("Putnam") in order to have its public safety employees 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 IMA will be for a period of up to five (5) years commencing on July 1, 2025 and terminating on June 30, 2030. Each party shall have the right to terminate the agreement on thirty (30) days' written notice to the other.

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has proven successful, and it is recommended that the County continue to allow Putnam to take part in this valuable program.

The Department of Planning 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 and with the Clerk of the Board of Legislators.

Your Committee has been advised that passage of the attached Act requires an affirmative vote of a majority of the members of your Honorable Board.

Your Committee has carefully considered the proposed Act and recommends your Honorable Board's favorable action on the annexed Act.

Dated: _____, 2025.
White Plains, New York

COMMITTEE ON

C:MCZ 05.7.2025

FISCAL IMPACT STATEMENT

SUBJECT: Putnam County Use of Firing Range

☒ 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 \$ _____

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

☐ Additional Appropriations

☐ Other (explain)

Identify Accounts: In exchange for use of the Firing Range, an instructor will be supplied to the Academy or a flat rate of \$3,090.00 will be charged to the Town.

Potential Related Operating Budget Expenses: Annual Amount _____

Describe: County of Putnam's public safety employees will utilize County Firing Range.

Potential Related Operating Budget Revenues: Annual Amount _____

Describe: _____

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

Current Year: _____

Next Four Years: _____

Prepared by: Siva Gopalkrishna

Title: Supervisor-Fiscal Operations

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 an inter-municipal agreement with the County of Putnam in order to have its public safety employees 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 its Department of Public Safety ("Department"), is authorized to enter into an inter-municipal agreement ("IMA") with the County of Putnam ("Putnam") in order to have its public safety employees 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, Putnam will pay a flat fee of Three Thousand Ninety and 00/100 (\$3,090.00) Dollars per eight (8) hour tour, for a maximum number of thirty-six (36) officers in attendance. The Firing Range will be operated under the direction of the safety officer. Putnam will adhere to all instructions issued by the Department's safety officer. Putnam shall have the option of requesting the Department to provide a firearms instructor to assist with the training process of its employees. If Putnam requests a firearms instructor, Putnam shall pay an additional fee equal to \$108.18 per hour or \$865.44 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 Putnam provide instruction at the County's Police Academy located in Valhalla, New York, under separate agreement between the County and Putnam, the Commissioner of the Department, or his designee, may provide Putnam 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.

§3. The IMA will be for a period of up to five (5) years commencing on July 1, 2025 and terminating on June 30, 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.