



George Latimer
County Executive

March 29, 2022

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

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is a proposed act ("Act") which, if adopted, would authorize the County of Westchester ("County"), to apply for and enter into a grant agreement with the Federal Aviation Administration ("FAA") for capital project A0102 – Snow Equipment Storage Building ("A0102"). Also transmitted is an act which, if adopted, would authorize the County to amend its current-year capital budget for A0102 (the "Capital Budget Amendment").

The Act would authorize the County to apply for and enter into a grant agreement with the FAA for the design of an ancillary snow equipment storage facility at the north end of the Westchester County Airport (the "Airport"). The FAA has indicated it will fund up to 75% of the estimated design cost of \$540,000 for A0102, resulting in a FAA grant in the amount of approximately \$405,000. Additionally, the New York State Department of Transportation ("NYSDOT") has indicated that it will fund up to 4% of the estimated design cost of A0102, resulting in a NYSDOT grant amount of approximately \$22,000.

The proposed Capital Budget Amendment will amend the County's current-year capital budget to increase the cash appropriation for A0102 by \$90,000, to be funded by a transfer from the Airport Operating Fund. This will increase the total cash appropriation for this project from \$23,000 to \$113,000.

The Department of Public Works & Transportation has advised that the existing snow equipment storage facility is inadequate to store all of the snow removal equipment required by the Airport and an ancillary facility is required.

Design is expected to take approximately six (6) months and will be completed by consultants. It is estimated that construction will take sixteen (16) months to complete and will begin after award and execution of construction contracts, subject to approval of construction financing by your Honorable Board.

The Planning Department has advised that based on its review, the above-referenced capital project has been 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

further environmental review is required. As you know, your Honorable Board may use such expert advice to reach its own conclusion.

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. The Planning Department has advised that the Planning Board has previously reviewed this Project and issued a report, and that since there is no change in the scope of the work and this is simply a change in the financing plan, no further action by the Planning Board is necessary at this time.

Based on the importance of this capital project to the County, favorable action on the annexed proposed Act is respectfully requested.

Sincerely,

A handwritten signature in cursive script, appearing to read "George Latimer".

George Latimer
County Executive

GL/HJG/GS/jpg
Attachments

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

Your Committee is in receipt of a communication from the County Executive recommending approval of an act (“Act”) which, if adopted, would authorize the County of Westchester (“County”), to apply for and enter into a grant agreement for funding from the Federal Aviation Administration (“FAA”) for capital project A0102 – Snow Equipment Storage Building (“A0102”). Also transmitted is an act which, if adopted, would authorize the County to amend its current-year capital budget for A0102 (the “Capital Budget Amendment”).

The Act would authorize the County to apply for and enter into a grant agreement with the FAA for the design of an ancillary snow equipment storage facility at the north end of the Westchester County Airport (the “Airport”). The FAA has indicated it will fund up to 75% of the estimated design cost of \$540,000 for A0102, resulting in a FAA grant in the amount of approximately \$405,000. Additionally, the New York State Department of Transportation (“NYSDOT”) has indicated that it will fund up to 4% of the estimated design cost of A0102, resulting in a NYSDOT grant amount of approximately \$22,000.

The proposed Capital Budget Amendment will amend the County’s current-year capital budget to increase the cash appropriation for A0102 by \$90,000, to be funded by a transfer from the Airport Operating Fund. This will increase the total cash appropriation for this project from \$23,000 to \$113,000.

The Department of Public Works & Transportation has advised that that the existing snow equipment storage facility is inadequate to store all of the snow removal equipment required by the Airport and an ancillary facility is required.

Design is expected to take approximately six (6) months and will be completed by consultants. It is estimated that construction will take sixteen (16) months to complete and will begin after award and execution of construction contracts, subject to approval of construction financing by your Honorable Board.

The Planning Department has advised your Committee that based on its review, the above-referenced capital project has been 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 further environmental review is required. Your Committee has reviewed the annexed SEQR document and concurs with this conclusion.

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. The Planning Department has advised that the Planning Board has previously reviewed this Project and issued a report, and that since there is no change in the scope of the work and this is simply a change in the financing plan, no further action by the Planning Board is necessary at this time.

Your Committee has carefully considered this matter and has concluded that it is in the best interest of the County to adopt the Act to authorize the County to apply for and enter into a grant agreement with the FAA as well as adopt the act to amend the County’s current-year capital budget. Your Committee is advised that an affirmative vote of a majority of your Honorable Board is required to adopt the Act, while an affirmative vote of two-thirds of the members of this Honorable Board is required in order to amend the County’s Capital Budget.

Dated: _____, 2022
White Plains, New York

COMMITTEE ON

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: A0102

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 \$ - PPU Anticipated Interest Rate

Anticipated Annual Cost (Principal and Interest):

Total Debt Service (Annual Cost x Term): \$ -

Finance Department:

SECTION C - IMPACT ON OPERATING BUDGET (exclusive of debt service)

To Be Completed by Submitting Department and Reviewed by Budget

Potential Related Expenses (Annual): N/A

Potential Related Revenues (Annual): N/A

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

SECTION E - EXPECTED DESIGN WORK PROVIDER

County Staff

Consultant

Not Applicable

Prepared by: James Antonaccio

Title: Principal Architect

Department: Public Works & Transportation


Date: 3/28/22

Reviewed By: 

Budget Director

Date: 3/28/22

TO: Michelle Greenbaum, Senior Assistant County Attorney
Jeffrey Goldman, Senior Assistant County Attorney

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

DATE: March 22, 2022

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
A0102 SNOW EQUIPMENT STORAGE BUILDING**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on 03-08-2022 (Unique ID: 1900)

With respect to the State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617, the Planning Department recommends that no further 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)(27):** conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action.
-

COMMENTS: The current request is for design only.

DSK/cnm

cc: Andrew Ferris, Chief of Staff
Paula Friedman, Assistant to the County Executive
Tami Altschiller, Assistant Chief Deputy County Attorney
Gideon Grande, Deputy Budget Director
Lorraine Yazzetta, Associate Budget Director
Robert Abbamont, Director of Operations, Dept. of Public Works & Transportation
Kelly Sheehan, Assistant Commissioner
William Brady, Chief Planner
Michael Lipkin, Associate Planner
Claudia Maxwell, Associate Environmental Planner

To: Honorable George Latimer, County Executive
Lawrence Soule, Budget Director

From: Norma Drummond, Commissioner



Re: **Capital Budget Amendment:
A0102 Snow Equipment Storage Building**

Date: March 25, 2022

Attached is a memo from the Planning Department to the County Planning Board advising the Board of the proposed Capital Budget Amendments (CBA) to modify funding of the above project.

These are financing changes only and there are no changes to the physical planning aspects of this project as reviewed by the Board; therefore, as stated in the memo, no further action by the Planning Board is required.

NVD/wcb
Attachment

cc: Ken Jenkins, Deputy County Executive
Joan McDonald, Director of Operations
Emily Saltzman, Deputy Director of Operations
Paula Friedman, County Executive's Office
Blanca Lopez, Deputy Commissioner of Planning
Tami Altschiller, Assistant Chief Deputy County Attorney
Jeffrey Goldman, Assistant County Attorney
Michelle Greenbaum, Assistant County Attorney
Lorraine Marzola, Associate Budget Director
Kelly Sheehan, Assistant Commissioner
David S. Kvinge, Assistant Commissioner
William Brady, Chief Planner
Michael Lipkin, Associate Planner
Claudia Maxwell, Associate Environmental Planner

Department of Planning

432 Michaelian Office Building
White Plains, NY 10601

To: The Westchester County Planning Board

From: Kelly Sheehan, Assistant Commissioner *KS*

Date: March 25, 2022

RE: **Capital Budget Amendment –
A0102 Snow Equipment Storage Building**

The County Executive is requesting an amendment to the 2022 Capital Budget to modify the funding of the above project. Capital project A0102 Snow Equipment Storage Building provides an ancillary snow equipment storage facility at the north end of the Airport.

A Capital Budget Amendment is requested to authorize the County to apply for and enter into a grant agreement with the Federal Aviation Administration to fund up to 75% of the estimated design cost of \$540,000. Additionally, the New York State Department of Transportation has indicated that it will fund up to 4% of the estimated design cost. The proposed Capital Budget Amendment will amend the County's current-year capital budget to increase the cash appropriation for A0102 by \$90,000, to be funded by a transfer from the Airport Operating Fund.

The Planning Board adopted a report on this project (rated PL2) at its meeting on July 7, 2020.

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: Norma V. Drummond, Commissioner
David S. Kvinge, Assistant Commissioner
William Brady, Chief Planner
Michael Lipkin, Associate Planner

An Act amending the 2022 County
 Capital Budget Appropriations for
 Capital Project A0102 - Snow
 Equipment Storage Building

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

Section 1. The Capital section of the 2022 County Budget is hereby amended as follows:

	Previous 2022 Appropriation	Change	Revised 2022 Appropriation
I. Appropriation	\$450,000	\$90,000	\$540,000

Section 2. The estimated method of financing in the Capital Section of the 2022 Westchester County Capital Budget is amended as follows:

II. METHOD OF FINANCING

Bonds and/or Notes	\$0		\$0
Non County Shares	\$427,000		\$427,000
Cash	<u>\$23,000</u>	<u>\$90,000</u>	<u>\$113,000</u>
Total	\$450,000	\$90,000	\$540,000

Section 3. The ACT shall take effect immediately.



CAPITAL PROJECT FACT SHEET

Project ID:* A0102	<input checked="" type="checkbox"/> CBA	Fact Sheet Date:* 02-22-2022
Fact Sheet Year:* 2022	Project Title:* SNOW EQUIPMENT STORAGE BUILDING	Legislative District ID: 6,
Category* AIRPORT	Department:* AIRPORT/DOT	CP Unique ID: 1900

Overall Project Description

This project funds for an ancillary snow equipment storage facility at the north end of the Airport.

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Best Management Practices | <input checked="" type="checkbox"/> Energy Efficiencies | <input checked="" type="checkbox"/> Infrastructure |
| <input type="checkbox"/> Life Safety | <input type="checkbox"/> Project Labor Agreement | <input type="checkbox"/> Revenue |
| <input type="checkbox"/> Security | <input type="checkbox"/> Other | |

FIVE-YEAR CAPITAL PROGRAM (in thousands)

	Estimated Ultimate Total Cost	Appropriated	2022	2023	2024	2025	2026	Under Review
Gross	3,840	450	0	3,300	0	0	0	90
Less Non-County Shares	3,562	427	0	3,135	0	0	0	0
Net	278	23	0	165	0	0	0	90

Expended/Obligated Amount (in thousands) as of: 0

Current Bond Description: This request is for authority to apply for and enter into a design grant agreement with the FAA to accept funds for A0102 in the amount of approximately \$405,000, which is equivalent to 75% of the estimated design cost of \$540,000. Additionally, New York State Department of Transportation has indicated that it will fund up to 4% of this estimated design cost, resulting in a grant amount of approximately \$22,000.

Financing Plan for Current Request:

Non-County Shares:	\$ 427,000
Bonds/Notes:	0
Cash:	<u>113,000</u>
Total:	\$ 540,000

SEQR Classification:

TYPE II

Amount Requested:

0

Comments:

This request includes a capital budget amendment of \$90,000 (shown under review) to be funded by a transfer from the airport operating fund.

Energy Efficiencies:

THE NEW FACILITY IS PROPOSED WITH BOTH SOLAR WALL AND SOLAR PHOTOVOLTAIC ROOF PANELS.

Appropriation History:

Year	Amount	Description
2016	210,000	DESIGN
2021	240,000	ADDITIONAL DESIGN COSTS

Total Appropriation History:

450,000

Cash History (in thousands):

Year	Amount	Description
2016	11,000	DESIGN
2021	12,000	DESIGN

Total Financing History:

23,000

Recommended By:

Department of Planning

WBB4

Date

03-08-2022

Department of Public Works

RJB4

Date

03-09-2022

Budget Department

LMY1

Date

03-09-2022

Requesting Department

GAM4

Date

03-10-2022

SNOW EQUIPMENT STORAGE BUILDING (A0102)

User Department : Airport/DOT
Managing Department(s) : Airport/DOT ; Public Works ;
Estimated Completion Date: TBD
Planning Board Recommendation: Project approved in concept but subject to subsequent staff review.

FIVE YEAR CAPITAL PROGRAM (in thousands)									
	Est Ult Cost	Appropriated	Exp / Obl	2022	2023	2024	2025	2026	Under Review
Gross	3,750	450			3,300				
Non County Share	(3,562)	(427)			(3,135)				
Total	188	23			165				

Project Description

This project funds for an ancillary snow equipment storage facility at the north end of the Airport.

Current Year Description

There is no current year request.

Impact on Operating Budget

The impact on the Airport Special Revenue Fund is the debt service associated with the issuance of bonds and the cash to capital.

Appropriation History

Year	Amount	Description	Status
2016	210,000	Design	DESIGN
2021	240,000	Additional design costs	AWAITING BOND AUTHORIZATION
Total	450,000		

Prior Appropriations

	Appropriated	Collected	Uncollected
Federal Funds	216,000		216,000
Funds Revenue	23,000	23,000	
State Funds	211,000		211,000
Total	450,000	23,000	427,000