



Kenneth W. Jenkins  
County Executive

October 6, 2025

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

Dear Honorable Members of the Board of Legislators:

For the 2026 calendar year, as in previous years, the Westchester County Office of Tourism and Film is required by the New York State Division of Tourism to submit a County resolution that designates the Office of Tourism and Film as the County's official Tourist Promotion Agency ("TPA").

This TPA designation will allow the Office of Tourism and Film to receive a matching funds grant from New York State which will be used to market Westchester County as a tourism destination.

I have been advised that the New York State Tourist Promotion Act specifically requires the designation of a tourist promotion agency by the County's governing body and that such approval be in the form of a Resolution. As you are aware, Section 209.91(4) of the Laws of Westchester County requires approval by your Honorable Board for such matters by way of an Act. To satisfy the requirements of both the County and the State, your Honorable Board has been presented with a proposed Act and Resolution for your consideration and approval. Your Honorable Board has passed similar legislation, most recently by Act No. 237-2024 and Resolution No. 187-2024 for the calendar year 2025.

Accordingly, I recommend and urge your Honorable Board to adopt the proposed Act and Resolution naming the Westchester County Office of Tourism and Film as Westchester County's official "TPA" for the period January 1, 2026 through December 31, 2026.

Sincerely,

A handwritten signature in black ink, appearing to be "KWJ", with a long, sweeping horizontal line extending to the right.

Kenneth W. Jenkins  
Westchester County Executive

KWJ/NCC/LAC

**HONORABLE BOARD OF LEGISLATORS  
COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive requesting that the Westchester County Office of Tourism and Film be designated as the County's official Tourist Promotion Agency ("TPA") for the period from January 1, 2026 through December 31, 2026.

This TPA designation will allow the Office of Tourism and Film to receive a matching funds grant from New York State which will be used to market Westchester County as a tourism destination.

Your Committee has been advised that the New York State Tourist Promotion Act specifically requires the designation of a tourist promotion agency by the County's governing body and that such approval be in the form of a Resolution. As you are aware, Section 209.91(4) of the Laws of Westchester County requires approval by your Honorable Board for such matters by way of an Act. To satisfy the requirements of both the County and the State, your Honorable Board has been presented with a proposed Act and Resolution for your consideration and approval. Your Honorable Board has passed similar legislation, most recently by Act No. 237-2024 and Resolution No. 187-2024 for the calendar year 2025.

The Planning Department has advised that that the proposed designation does not meet the definition of an action under 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 passage of the attached Act and Resolution requires an affirmative vote of a majority of the members of your Honorable Board.

Accordingly, your Committee recommends adoption of the proposed Act and Resolution.

Dated: \_\_\_\_\_, 2025  
White Plains, New York

**COMMITTEE ON**  
C: LAC10.6.25.2025

# FISCAL IMPACT STATEMENT

SUBJECT: Tourist Promotion Agency

☐ 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 \$ 54,000

Total Current Year Revenue \$ 54,000

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

☐ Additional Appropriations

☐ Other (explain)

Identify Accounts: Expense: 101-11-0720-4912 ; Revenue: 263-11-8432-9854

Potential Related Operating Budget Expenses:

Annual Amount \$54,000

Describe: An Act designating the Westchester County Office of Tourism as the Tourist  
Promotion Agency for Westchester County for the period from January 1, 2026 through  
December 31, 2026

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: Michael Dunn

Title: Senior Budget Analyst

Department: Budget

Date: October 1, 2025

Reviewed By: Mark Medwid

Assoc.

Budget Director

Date: October 1, 2025

**ACT NO. \_\_\_\_ - 2025**

**AN ACT** designating the Westchester County Office of Tourism and Film as the Tourist Promotion Agency for Westchester County for the period from January 1, 2026 through December 31, 2026.

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

**Section 1.** The Board of Legislators of the County of Westchester hereby designates the Westchester County Office of Tourism and Film as the Tourist Promotion Agency for Westchester County, as such an agency is defined in the New York State Tourist Promotion Act, for the period from January 1, 2026 through December 31, 2026.

**§2.** The attached Resolution, designating the Westchester County Office of Tourism and Film as the Tourist Promotion Agency for Westchester County, is hereby adopted.

**§3.** This Act shall take effect immediately.