

Human Services Meeting Agenda



Committee Chair: Nancy Barr

800 Michaelian Office Bldg.
148 Martine Avenue, 8th Floor
White Plains, NY 10601
www.westchesterlegislators.com

Monday, July 7, 2025

10:00 AM

Committee Room

Joint w/ B&A and PWT

CALL TO ORDER

Please note: Meetings of the Board of Legislators and its committees are held at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601, and remotely via the WebEx video conferencing system. Legislators may participate in person or via Webex. Members of the public may attend meetings in person at any of its locations, or view it online on the Westchester County Legislature's website: <https://westchestercountyny.legistar.com/> This website also provides links to materials for all matters to be discussed at a given meeting.

MINUTES APPROVAL

I. ITEMS FOR DISCUSSION

[2025-291](#)

**BOND ACT-BSS19-Infrastructure Improvements to Shelter
Facilities-Grasslands Facility**

A BOND ACT authorizing the issuance of ONE MILLION, NINE HUNDRED FIFTY THOUSAND (\$1,950,000) DOLLARS in bonds of Westchester County to finance Capital Project BSS19 - Infrastructure Improvements to Shelter Facilities - Grasslands Facility.

COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS, PUBLIC WORKS & TRANSPORTATION AND HUMAN SERVICES

Guests:

Department of Social Services

First Deputy Commissioner John Befus
Reimbursement Manager Thomas Rooney

II. OTHER BUSINESS

III. RECEIVE & FILE

ADJOURNMENT



Kenneth W. Jenkins
Westchester County Executive

June 25, 2025

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 bond act ("Bond Act") which, if adopted, would authorize the County of Westchester ("County") to issue bonds in the amount of \$1,950,000 to finance the following capital project:

BSS19 – Infrastructure Improvements to Shelter Facilities – Grasslands Facility ("BSS19").

The Bond Act, in the amount of \$1,950,000, would finance the cost of infrastructure improvements to various County facilities, including façade repairs, replacement of exterior doors, drainage improvements, underground waterproofing, and rehabilitation of pavements and sidewalks at the County's Grasslands Shelter Facility.

The Department of Social Services ("Department") has advised that BSS19 addresses a multi-year cycle of improvements at the Grasslands Shelter Facility. The current request will focus on exterior rehabilitations which are required because the building components have reached the ends of their useful lives.

Design is currently being undertaken by in-house staff and a consultant, and is expected to be completed in the second quarter of 2025. It is estimated that construction will take six months to complete and will begin after award and execution of the construction contracts.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Jenkins", with a long, sweeping horizontal line extending to the right.

Kenneth W. Jenkins
Westchester County Executive

**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 a bond act (“Bond Act”) in the amount of \$1,950,000 to finance capital project BSS19 – Infrastructure Improvements to Shelter Facilities – Grasslands Facility (“BSS19”). The Bond Act, which was prepared by the law firm Harris Beach Murtha, will finance the cost of infrastructure improvements to various County facilities, including façade repairs, replacement of exterior doors, drainage improvements, underground waterproofing, and rehabilitation of pavements and sidewalks at the County’s Grasslands Shelter.

The Department of Social Services (“Department”) has advised that BSS19 addresses a multi-year cycle of improvements at the Grasslands Facility. The current request will focus on exterior rehabilitations which are required because the building components have reached the ends of their useful lives.

Design is currently being undertaken by in-house staff and a consultant, and is expected to be completed in the second quarter of 2025. It is estimated that construction will take six 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, BSS19 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.

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 Bond Act. Your Committee recommends the adoption of the proposed Bond Act.

Dated: _____, 20____
White Plains, New York

COMMITTEE ON

c mg/4-4-25

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BSS19

☐ 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 \$ 1,950,000 PPU 15 Anticipated Interest Rate 3.49%

Anticipated Annual Cost (Principal and Interest): \$ 169,870

Total Debt Service (Annual Cost x Term): \$ 2,548,055

Finance Department: Maab Bond Buyer 6-24-25

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: 21

Prepared by: Thomas M. Rooney Jr.

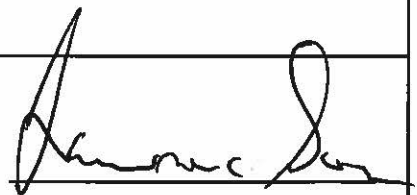
Title: Reimbursement Manager

Department: Social Services


Date: 6/25/25

Reviewed By:

Date:


Budget Director
6/25/25

TO: Michelle Greenbaum, Senior Assistant County Attorney
Jeffrey Goldman, Senior Assistant County Attorney
Carla Chaves, Senior Assistant County Attorney
Maximilian Zorn, Assistant County Attorney

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

DATE: June 13, 2025

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
BSS19 Infrastructure Improvements to Shelter Facilities - Grasslands Facility**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on 05/14/2025 (Unique ID: 2757)

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.

COMMENTS: None.

DSK/oav

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
Michael Lipkin, Associate Planner
Claudia Maxwell, Principal Environmental Planner

ACT NO. -20__

BOND ACT AUTHORIZING THE ISSUANCE OF \$1,950,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF INFRASTRUCTURE IMPROVEMENTS TO VARIOUS COUNTY FACILITIES; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$1,950,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$1,950,000 BONDS HEREIN AUTHORIZED TO FINANCE SUCH COST; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted , 20__)

BE IT ENACTED BY THE COUNTY BOARD OF LEGISLATORS OF THE COUNTY OF WESTCHESTER, NEW YORK (by the affirmative vote of not less than two-thirds of the voting strength of said Board), AS FOLLOWS:

Section 1. Pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law"), the Westchester County Administrative Code, being Chapter 852 of the Laws of 1948, as amended, to the provisions of other laws applicable thereto, \$1,950,000 bonds of the County, or so much thereof as may be necessary, are hereby authorized to be issued to finance the cost of infrastructure improvements to various County facilities, including facade repairs, replacement of exterior doors, drainage improvements, underground waterproofing, and rehabilitation of pavements and sidewalks at the Grasslands Shelter; all as set forth in the County's current year Capital Budget, as

amended. To the extent that the details set forth in this act are inconsistent with any details set forth in the current year Capital Budget of the County, such Budget shall be deemed and is hereby amended. The estimated maximum cost of said objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof is \$1,950,000. The plan of financing includes the issuance of \$1,950,000 bonds herein authorized, and any bond anticipation notes issued in anticipation of the sale of such bonds, and the levy of a tax to pay the principal of and interest on said bonds.

Section 2. The existing buildings are of at least Class "B" construction as defined by Section 11.00 a. 11. (b) of the Law, and the period of probable usefulness applicable to the specific object or purpose for which the bonds authorized by this resolution is to be issued within the limitations of Section 11.00 a. 12(a)(2) of the Law, is fifteen (15) years.

Section 3. Current funds are not required to be provided as a down payment pursuant to Section 107.00 d. 9. of the Law prior to issuance of the bonds authorized herein, or any bond anticipation notes issued in anticipation of the sale of such bonds. The County intends to finance, on an interim basis, the costs or a portion of the costs of said improvements for which bonds are herein authorized, which costs are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the County, pursuant to this Act, in the maximum amount of \$1,950,000. This Act is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 4. Subject to the provisions of this Act and of the Law, and pursuant to the provisions of §30.00 relative to the authorization of the issuance of bond anticipation notes

or the renewals thereof, and of §§50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the County Board of Legislators relative to authorizing the issuance of any notes in anticipation of the sale of the bonds herein authorized, or the renewals thereof, relative to providing for substantially level or declining annual debt service, relative to prescribing the terms, form and contents and as to the sale and issuance of the respective amounts of bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and relative to executing agreements for credit enhancement, are hereby delegated to the Commissioner of Finance of the County, as the chief fiscal officer of the County.

Section 5. Each of the bonds authorized by this Act and any bond anticipation notes issued in anticipation of the sale thereof shall contain the recital of validity prescribed by §52.00 of said Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the County of Westchester, payable as to both principal and interest by general tax upon all the taxable real property. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and provision shall be made annually in the budgets of the County by appropriation for (a) the amortization and redemption of the notes and bonds to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. The validity of the bonds authorized by this Act and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of this Act or a summary hereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 7. This Act shall take effect in accordance with Section 107.71 of the Westchester County Charter.

* * *

STATE OF NEW YORK)
 : ss.:
COUNTY OF WESTCHESTER)

I HEREBY CERTIFY that I have compared the foregoing Act No. -20__ with the original on file in my office, and that the same is a correct transcript therefrom and of the whole of the said original Act, which was duly adopted by the County Board of Legislators of the County of Westchester on , 20__ and approved by the County Executive on , 20__.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County Board of Legislators this day of , 20__.

(SEAL)

The Clerk and Chief Administrative Officer of the
County Board of Legislators
County of Westchester, New York

LEGAL NOTICE

A Bond Act, a summary of which is published herewith, has been adopted by the Board of Legislators on _____, 20__ and approved by the County Executive on _____, 20__ and the validity of the obligations authorized by such Bond Act may be hereafter contested only if such obligations were authorized for an object or purpose for which the County of Westchester, in the State of New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the Constitution.

Complete copies of the Bond Act summarized herewith shall be available for public inspection during normal business hours at the Office of the Clerk of the Board of Legislators of the County of Westchester, New York, for a period of twenty days from the date of publication of this Notice.

ACT NO. _____-20__

BOND ACT AUTHORIZING THE ISSUANCE OF \$1,950,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF INFRASTRUCTURE IMPROVEMENTS TO VARIOUS COUNTY FACILITIES; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$1,950,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$1,950,000 BONDS HEREIN AUTHORIZED TO FINANCE SUCH COST; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted _____, 20__)

object or purpose: to finance the cost of infrastructure improvements to various County facilities, including facade repairs, replacement of exterior doors, drainage improvements, underground waterproofing, and rehabilitation of pavements and sidewalks at the Grasslands Shelter; all as set forth in the County's current year Capital Budget, as amended.

amount of obligations to be issued: \$1,950,000; fifteen (15) years
and period of probable usefulness:

Dated: _____, 20__
White Plains, New York

Clerk and Chief Administrative Officer of the County
Board of Legislators of the County of Westchester, New York

CAPITAL PROJECT FACT SHEET

Project ID:* BSS19	<input type="checkbox"/> CBA	Fact Sheet Date:* 04-21-2025
Fact Sheet Year:* 2025	Project Title:* INFRASTRUCTURE IMPROVEMENTS 3, TO SHELTER FACILITIES - GRASSLANDS FACILITY	Legislative District ID:
Category* BUILDINGS, LAND & MISCELLANEOUS	Department:* SOCIAL SERVICES	CP Unique ID: 2757

Overall Project Description

This project funds a multi-year cycle of infrastructure improvements at the Grasslands Shelter. This project funds the rehabilitation and upgrades of exterior, interior and site infrastructure which is at the end of its useful life. Infrastructure rehabilitation can include but are not limited to roof repairs, facade repairs, replacement of doors and windows, drainage improvements and underground waterproofing, rehabilitation of pavements and sidewalks, installation of additional drywells and runoff control, interior renovations, upgrade of mechanical and fire protection systems, chiller replacement, and LED lighting upgrades in common areas.

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Best Management Practices | <input checked="" type="checkbox"/> Energy Efficiencies | <input checked="" type="checkbox"/> Infrastructure |
| <input checked="" 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	2025	2026	2027	2028	2029	Under Review
Gross	13,520	1,950	1,750	0	9,820	0	0	0
Less Non-County Shares	0	0	0	0	0	0	0	0
Net	13,520	1,950	1,750	0	9,820	0	0	0

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

Current Bond Description: The bond act will fund facade repairs, replacement of exterior doors, drainage improvements to prevent building leaks, underground waterproofing, and rehabilitation of pavements and sidewalks at the Grasslands Shelter.

Financing Plan for Current Request:

Non-County Shares:	\$ 0
Bonds/Notes:	1,950,000
Cash:	0
Total:	\$ 1,950,000

SEQR Classification:

TYPE II

Amount Requested:

1,950,000

Expected Design Work Provider:

- | | | |
|---------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> County Staff | <input type="checkbox"/> Consultant | <input type="checkbox"/> Not Applicable |
|---------------------------------------|-------------------------------------|---|

Comments:

Energy Efficiencies:

Appropriation History:

Year	Amount	Description
2024	1,950,000	FUNDS THE RECONSTRUCTION OF THE NORTH WING AND FACADE RESTORATION
2025	1,750,000	DESIGN

Total Appropriation History:

3,700,000

Total Financing History:

0

Recommended By:**Department of Planning**
SEDR**Date**
05-14-2025**Department of Public Works**
RJB4**Date**
05-22-2025**Budget Department**
DEV9**Date**
05-22-2025**Requesting Department**
TTR1**Date**
06-03-2025

INFRASTRUCTURE IMPROVEMENTS TO SHELTER FACILITIES - GRASSLANDS FACILITY (BSS19)

User Department : Social Services

Managing Department(s) : Public Works ; Social Services ;

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	2025	2026	2027	2028	2029	Under Review
Gross	13,520	1,950		1,750		9,820			
Non County Share									
Total	13,520	1,950		1,750		9,820			

Project Description

This project funds the rehabilitation and upgrades of exterior, interior and site infrastructure which is at the end of its useful life. Infrastructure rehabilitations can include but are not limited to roof repairs, facade repairs, replacement of doors and windows, drainage improvements and underground waterproofing, rehabilitation of pavements and sidewalks, installation of additional drywells and runoff control, interior renovations, upgrade of mechanical and fire protection systems, chiller replacement, and LED lighting upgrades in common areas.

Current Year Description

The current year request funds design.

Current Year Financing Plan

Year	Bonds	Cash	Non County Shares	Total
2025	1,750,000			1,750,000

Impact on Operating Budget

The impact on the Operating Budget is the debt service associated with the issuance of bonds.

Appropriation History

Year	Amount	Description	Status
2024	1,950,000	Funds the reconstruction of the North Wing and facade restoration	AWAITING BOND AUTHORIZATION
Total	1,950,000		

Prior Appropriations

	Appropriated	Collected	Uncollected
Bond Proceeds	1,950,000		1,950,000
Total	1,950,000		1,950,000