

**Updates to
Westchester County-Wide Shared Services
and Property Tax Savings Plan**



December 2019

**George Latimer
County Executive**

**Westchester
gov.com**



George Latimer
County Executive

December 2019

Secretary of State Rossana Rosado
New York Department of State
One Commerce Plaza, 99 Washington Ave
Albany, NY 12231-0001

Dear Secretary Rosado:

Attached is an update to Westchester's County Wide Shared Services Plan. It includes information regarding actions taken to implement the projects included in Westchester County's 2019 plan and several new initiatives for 2020.

After significant community outreach, including 3 public hearings, 2 panel meetings, Board of Legislators' review, communication with our labor unions, and a variety of civic groups, I am pleased to submit Westchester County's updated Shared Services plan. The updated plan includes several thoughtful, creative ideas from our dedicated elected officials and community leaders.

Westchester County appreciates the opportunity to continue our active role in facilitating shared services among our municipalities and school districts. The program, as developed by Governor Andrew Cuomo, has been very well received throughout Westchester County, and is strengthened by the active engagement and partnership of Westchester's municipal leaders, school districts, and County Board of Legislators.

Together we have built on last year's plan by implementing key proposals, and developing new ideas and initiatives for the coming year.

Sincerely,

George Latimer
Westchester County Executive

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Westchester County-Wide Shared Services Panel

**Honorable George Latimer, Chair
Westchester County Executive**

**Honorable Andre Wallace
Mayor, City of Mount Vernon**

**Honorable Noam Bramson
Mayor, City of New Rochelle**

**Honorable Andre Rainey
Mayor, City of Peekskill**

**Honorable Josh Cohn
Mayor, City of Rye**

**Honorable Tom Roach
Mayor, City of White Plains**

**Honorable Mike Spano
Mayor, City of Yonkers**

**Honorable Chris Burdick
Supervisor, Town of Bedford**

**Honorable Linda Puglisi
Supervisor, Town of Cortlandt**

**Honorable Anthony Colavita
Supervisor, Town of Eastchester**

**Honorable Paul Feiner
Supervisor, Town of Greenburgh**

**Honorable Ronald Belmont
Supervisor/Mayor, Town/Village of Harrison**

**Honorable Peter Parsons
Supervisor, Town of Lewisboro**

**Honorable Nancy Seligson
Supervisor, Town of Mamaroneck**

**Honorable Carl Fulgenzi
Supervisor, Town of Mount Pleasant**

**Honorable Robert Greenstein
Supervisor, Town of New Castle**

Honorable Michael Schiliro
Supervisor, Town of North Castle

Honorable Warren Lucas
Supervisor, Town of North Salem

Honorable Dana Levenberg
Supervisor, Town of Ossining

Honorable Peter DiPaola
Supervisor, Town of Pelham

Honorable Kevin Hansan
Supervisor, Town of Pound Ridge

Honorable Gary Zuckerman
Supervisor, Town of Rye

Honorable Rick Morrissey
Supervisor, Town of Somers

Honorable Ilan Gilbert
Supervisor, Town of Yorktown

Honorable Nancy Kaboolian
Mayor, Village of Ardsley

Honorable Steven Vescio
Mayor, Village of Briarcliff Manor

Honorable Mary Marvin
Mayor, Village of Bronxville

Honorable Theresa Knickerbocker
Mayor, Village of Buchanan

Honorable Brian Pugh
Mayor, Village of Croton-on-Hudson

Honorable Vincent Rossillo
Mayor, Village of Dobbs Ferry

Honorable Robert Williams
Mayor, Village of Elmsford

Honorable Nicola Armacost
Mayor, Village of Hastings-on-Hudson

Honorable Brian Smith
Mayor, Village of Irvington

Honorable Lorraine Walsh
Mayor, Village of Larchmont

Honorable Thomas Murphy
Mayor, Village of Mamaroneck

Honorable Gina Picinich
Mayor, Village of Mount Kisco

Honorable Victoria Gearity
Mayor, Village of Ossining

Honorable Chance Mullin
Mayor, Village of Pelham

Honorable Jennifer Monachino-Lapey
Mayor, Village of Pelham Manor

Honorable Peter Scherer
Mayor, Village of Pleasantville

Honorable Richard Falanka
Mayor, Village of Port Chester

Honorable Paul Rosenberg
Mayor, Village of Rye Brook

Honorable Marc Samwick
Mayor, Village of Scarsdale

Honorable Ken Wray
Mayor, Village of Sleepy Hollow

Honorable Drew Fixell
Mayor, Village of Tarrytown

Honorable Greg Luisi
Mayor, Village of Tuckahoe

Westchester County-Wide Shared Services and Property Tax Savings Plan Updates

Executive Summary

New York State law requires each County to convene a panel of municipal elected officials to develop a County-Wide Shared Services and Taxpayer Savings Plan. Westchester County submitted an initial plan in 2017 which focused on Information Technology and Public Safety services.

After his election as Westchester County Executive, George Latimer identified several additional opportunities for partnerships with municipalities and school districts that would yield taxpayer savings through shared services and improved efficiencies. In order to get public input regarding these and other ideas, the County Executive held public hearings and did extensive outreach to civic organizations, labor unions, and the County Board of Legislators.

County Executive Latimer then reconvened the panel to develop a more robust plan for submission to the State. The new plan included development of the 'WestchesterShares' one-stop online portal to give municipalities and school districts access to find and offer equipment; excess materials; space; services (such as vehicle maintenance, legal, or engineering); and shared personnel. The portal, which was developed with assistance from a State grant, is now active and available to all municipalities and school districts. The new plan also included County planning services, additional Information Technology services, shared County Police with municipal and School Resource Officers, and an employee benefits consortium.

County Executive Latimer reconvened the panel again in 2019 to further develop these initiative and identify new initiatives. After public hearings and community outreach, several new initiatives were added to the plan, including solarizing municipal buildings, wireless communications master planning, joint purchasing agreements, food waste recycling, implementation of criminal justice reforms, and public safety radio upgrades.

The success of these initiatives, and the resulting property tax savings, is directly related to our strong municipal partnerships and support from the State. Westchester County looks forward to moving these initiatives forward in 2020, and always welcomes ideas for new initiatives.

Accomplishments and Actions: Westchester County-Wide Shared Services 2019 Plan (submitted September 2018)

In order to develop a more robust County Shared Services plan for submission in September 2018, Westchester County and its municipal partners took the following actions and approach:

- Retained experienced consultants to help identify additional savings opportunities
 - Rockefeller Institute of Government
 - The Benjamin Center at SUNY New Paltz
- Developed stronger plan with municipal partners/panel members/public participation
 - Outreach to civic organizations, labor unions, school districts, elected officials
 - Surveys and Interviews
 - Public hearings
 - Panel meetings

Municipalities submitted a variety of ideas for consideration in Westchester's updated plan through surveys, interviews, and panel meetings. The County held 3 public hearings, and sought public input from school districts, labor unions, and civic organizations. The adopted proposals were the ones that: (a) had considerable support; (b) were more fully developed; and (c) had potential of success. Significant progress has been made on these proposals, and new initiatives have been included in this updated plan.

Development of 'WestchesterShares' Online Shared Services Portal

Creating a one-stop online portal for shared equipment, services, and personnel had very broad support. Therefore, the County moved forward to create the 'WestchesterShares' online portal to give municipalities access to and offer up equipment; excess materials; space; services (such as vehicle maintenance, legal, or engineering); and shared personnel. An online portal ensures that information will be up to date in real time. Careful design ensures that the program will be easy to use. Several municipalities specifically called for creating such an online portal.

In 2019, Westchester County issued an RFP for creation and development of the 'WestchesterShares' online portal. The RFP was awarded to Veratics, a New York State Service-Disabled Veteran-Owned Business. Veratics also developed Suffolk County's SuffolkSHARE portal. The Westchester County Department of Information Technology and the County Executive's office worked closely with Veratics to roll out the 'Westchester Shares' portal before the end of the year. It is now active and available to all municipalities and school districts.

Westchester County was pleased to be awarded a New York Department of State Municipal Restructuring Fund (MRF) grant for \$295,750 for development of the 'WestchesterShares' online shared services portal. The County appreciates the assistance it received from the NYS DOS.

Creation of Tri-County Police Vehicle Purchase Agreement

Westchester County Executive George Latimer, Suffolk County Executive Steven Bellone, and Nassau County Executive Laura Curran developed a cooperative buying plan for police vehicles – estimated to save approximately a million dollars among the 3 Counties.

This shared services initiative allows for the respective counties, along with their towns and villages, to cooperatively purchase more than 200 police vehicles among the group. The strategy was to combine the three counties aggregate purchasing power into a single request for bids, in order to leverage better pricing. The bid was published by Westchester County on January 25, 2019, and bids were returned on February 14, 2019. Westchester County, acting as lead agency for the three counties, selected Beyer Ford of New Jersey – in a bid that will allow all participating governments to share total potential savings off list pricing, including discounts off both base price of the vehicles as well as options. The participating local governments may choose their own ‘options package’ for their own vehicles.

Availability of Centralized Information Technology, Equipment, and Planning Services

More efficient service at a lower cost is something that various municipalities seek for IT services such as internet software acquisition, network management, IT security protection, new state of the art equipment, and GIS services. The County’s Department of Information Technology currently manages the networks for those municipalities that get their wide area network (WAN) services from the County. To facilitate greater efficiencies, the County is looking into the possibility of a County-wide centralized contract through a request for proposals (RFP) to provide IT services to its municipalities and, where more cost beneficial than a BOCES service, for school districts as well. Other opportunities for savings include centralized licenses for software, centralized contracts for IT consultant services, hardware and cloud purchases, and upgrading public safety radios for County and municipal first responders.

Information Technology

Westchester County’s DOIT GIS Project Team provides technical assistance and guidance to local municipalities, community groups, schools and libraries for a variety of GIS related services and training. The County’s primary internet mapping portal provides access to dozens of public datasets and to specialized County applications, including Hurricane Zone, Indian Point Plan, Elected Officials, and Green Facilities. There is a significant cost savings to both municipalities and private homeowners/developers via utilization of the Westchester County GIS mapping program and the data that is free to download. If the data was not accessible, it would have to be obtained elsewhere, and there would fees and personnel time associated with that. The County provides all the data in one location, and it is very easy to access and use. Saving to municipalities include avoided billable hours and avoided equipment costs.

Planning

In 2018, Westchester County re-convened the Westchester Urban County Consortium, which enables municipalities with populations less than 50,000 to be eligible for millions of dollars in federal grant program funding through Community Development Block Grants, the HOME Investment Partnership Program, and Emergency Solutions Grants. While municipalities with a population over 50,000 (the 4 largest cities) are eligible for direct federal grant allocations, the smaller municipalities apply through a County consortium—which now has a combined population of well over 200,000 residents. Collectively the grants provide funding for affordable housing, homeless prevention, neighborhood improvements and infrastructure develop that benefit low and moderate income persons and households. The Westchester County Planning Department provides central administration for these grant programs, does the environmental and historic preservation reviews for the member municipalities, and monitors

and administers the local rehabilitation programs, thereby alleviating the need for each municipality to contract for these services or hire additional personnel for these responsibilities. This alone will result in at least \$500,000 in recurring annual savings.

Creation of a County-Wide Health Consortium

Reducing healthcare costs was unequivocally the top concern of several municipalities. The Municipal Employee Benefits Consortium (MEBCO) is a consortium of municipal corporations as defined in Article 5-G of the New York State General Municipal Law to provide employee benefits, including medical and prescription drug coverage, to the employees, dependents and retirees of its members. The consortium is organized and operates under an Inter-municipal Agreement (IMA). Municipal corporations in New York that are eligible to execute the IMA to become members of MEBCO include counties outside of New York City, cities, towns, villages, boards of cooperative educational services, and school districts. Given the significant level of interest, Westchester County facilitated a presentation by MEBCO to interested municipalities and school districts on November 12. The next steps are individual meetings between potential participants and MEBCO to develop specific rates, and then determine if it would be beneficial to join the consortium. We expect several municipalities to realize significant savings, while providing similar or better benefits to their employees, by this opportunity.

Explore Regional Management of Tax Assessment and Billing

Tax assessment in Westchester has a long and complicated history. But lately there has been some greater coordination and sharing of services. For instance, the town of Mamaroneck conducts the village of Mamaroneck's property tax assessments and the town of Greenburgh has assumed the assessment responsibilities of its six villages. In 2019 the Town of Cortlandt began sharing a Town Assessor with the Village of Croton-on-Hudson, and will do the same with the Village of Buchanan in 2020. The centralizing of assessments, and property tax billing and collection could yield significant savings for municipalities. However, given the complexities of these issues, a voluntary working group was formed. The County Executive's office, the Executive Director of the Tax Commission and municipal assessors met to explore options, including joint procurement and sharing of best practices. There was a follow up discussion at the 2019 Westchester Tax Commission Annual Conference on November 19, which yielded several additional recommendations for further review and consideration.

Develop Enhanced Energy Efficiency Programs

Westchester is a state leader in energy efficiency and sustainability, largely due to the initiatives of County and local governments and residents. However, much more can be done. Westchester has a robust community choice aggregation (CCA) program — one that leverages the collective energy purchasing power for residents, businesses, and municipalities — not every municipality is enrolled. In addition, the New Rochelle/Elmsford centralized contract for LED light conversion may be available for all municipalities to use. Further actions going forward include expanded participation in the County's CCA program, LED conversion, increase use of renewable energy, and demand-side reduction.

Shared County Police/School Resource Officers

The Westchester County Department of Public Safety provides additional school resource officers (SRO) to the Lakeland, Somers, and Hendrick Hudson school districts via an IMA. Under separate contracts for police services, the school districts pay the cost of the officers' salaries and benefits during the school

year, while the County assumes those costs during the summer months. County Executive Latimer noted that the school districts are able to enhance school security and student safety during the school year, by having new SROs in their buildings. The County benefits when the officers become available to patrol County parks in the summer.

As of 2019, nine Westchester schools participate in this program:

- Somers -- the number of SROs increased from two officers to four
- Lakeland -- the number of SROs at schools in Cortland increased from one to two
- Hendrick Hudson -- the district contracted for an SRO with the County for the first time

Also of particular note is a five-year contract (through 2024) in which the Westchester County Police will provide municipal police services to the Town/Village of Mount Kisco. This shared services agreement is an excellent example of how collaboration and shared services can create both significant savings and improved levels of service. Mount Kisco now receives more police protection and at a lower cost than maintaining a municipal police department. That's a winning formula for the residents and taxpayers. Westchester County Police provide patrol and investigative services to Mount Kisco, with 24 members of the Mount Kisco Police Department consolidated into the County Police. This partnership between the County and Village has saved Mount Kisco taxpayers several million dollars and put more patrol officers and supervisors on the street. The renewed Inter-Municipal Agreement goes into effect on Jan. 1, 2020. The cost of the contract is \$6.6 million in its first year. The annual cost in subsequent years will be adjusted following a review by both parties to reflect any increased costs. Mount Kisco was able to leverage significant savings by consolidating dispatching, record-keeping and administrative functions with the County Police.

The Town of Cortlandt also contracts for services with Westchester County Police. In 2019 new agreements were established for additional park rangers and patrols in the Croton Gorge Park area and for traffic details. New in 2020 will be an addition to the County Police contract for services at the Town Justice Court.

Actions to Digitize Westchester: Document Scanning and Electronic Records Management

Document scanning, storage and maintenance of governmental records was raised as a collaborative opportunity by various municipalities, not only for tax savings, but also for more transparent and efficient management of records. In 2019 there were several discussions with the Westchester County Clerk's office, Westchester County Tax Commission, and interested municipalities to gauge potential opportunities for savings. These discussions will continue in 2020 towards developing next steps.

Anticipated Savings

We anticipate a total of \$2.5 - \$3.5 million in net savings in 2019. All of these programs will continue into 2020. We expect these savings to grow in 2020 to \$7 - 8 million as we further develop and implement these programs, especially the WestchesterShares portal, and we add new initiatives. A matching fund application for 2019 net savings will be submitted separately.

New Initiatives for 2020

Process

In order to identify new Shared Services initiatives, Westchester County Executive Latimer convened the Shared Service Panel on June 10, 2019. All County Commissioners and Legislators, municipalities, school districts, BOCES, and special districts were invited to attend. Several new initiatives were proposed and discussed.

As required by state law, public hearings were held on September 18 in New Rochelle, on September 23 in White Plains, and on December 11 in Ossining. Members of the public asked questions and proposed new ideas. In addition, there was significant outreach to labor unions and civic organizations.

The draft plan was presented to the County Board of Legislators on November 1.

The Shared Services Panel was convened on December 16 at the Greenburgh Public Library for a discussion and vote on the draft plan. The plan was adopted unanimously 33 – 0.

New Initiatives

Development of a Northern Westchester Wireless Pilot Program and Master Plan

Several Towns in the northern part of the County, including Bedford, Lewisboro, North Salem, Mount Kisco, Pound Ridge, Somers, and Yorktown proposed a pilot program to develop a wireless master plan. They will work with an experienced consultant to create a Wireless Infrastructure Master Plan for the northern towns that would identify needs based on existing coverage and projected intensification of use. The plan would assess current coverage as well as future needs, develop model town ordinances, evaluation criteria, and model lease agreements.

Wireless infrastructure is needed to support emergency services and commercial uses. Individual municipalities must negotiate with large commercial cellular carriers and tower companies. The Towns would benefit significantly by having a clear understanding of the area coverage gaps and needs (which do not follow municipal boundaries), industry trends, and consistent criteria to evaluate proposals.

Hiring a joint consultant has several benefits:

- Cost savings over each town hiring a separate consultant
- Greater consistency among town requirements and criteria
- Towns will be better positioned to negotiate with commercial carriers and tower companies

This pilot program and master plan is intended to serve as a model for other municipalities.

2020 Estimated savings: \$100,000 - \$200,000

Inclusion in the County's NYPA Solar Development Contract

Building on last year's plan for expanded development of renewable energy resources and opportunities for energy efficiency improvements, the County is working with NYPA to solarize County buildings. In Phase 1, NYPA and the County are assessing the potential to solarize 7 County buildings/facilities. The County will offer this service through its NYPA contract to municipalities that would like their buildings assessed and potentially developed for solar power. Several towns including Bedford, Bronxville, Mamaroneck, Ossining, Pelham, Pelham Manor, Rye, and Scarsdale have already expressed interest.

2020 Estimated savings: \$400,000 - \$750,000

Joint Municipal Purchasing Initiatives

As a result of State and County attention to the benefits of shared services initiatives, several municipalities and school districts are developing joint purchasing agreements. Westchester County, through its shared services panel meetings and follow up implementation meetings, has created and facilitated opportunities for municipalities and school districts to work together to identify cost savings through economies of scale. Some examples include:

- Fuel purchasing by the Town of Mamaroneck and the Mamaroneck school district -- The Town and School District initiated a shared service for dispensing vehicle fuel. School District vehicles now obtain fuel at the Town's public works yard at a greatly reduced price.
- Town of Mamaroneck/Village of Mamaroneck Sanitary Sewer Camera Operations -- The Town and the Village of Mamaroneck are working on a project whereby they jointly purchase a sewer system camera and a vehicle on which the camera and associated equipment will be mounted. The Town will assume the responsibility to operate the system and provide sewer line televising services to both the Town and Village. This program will allow for the purchase of one vehicle instead of two for compliance with our sanitary sewer maintenance programs. The capital cost of the project is \$171,000.
- Town of Mamaroneck/Village of Mamaroneck Production of Salt Brine - The Town and the Village will jointly purchase the necessary equipment for the production and dispensing of salt brine. The equipment will be mounted in the Town Highway Department yard. Rather than each community purchasing the equipment, the Town and Village will purchase one brine system together. Town and Village salt spreaders will access the system and each dispense salt brine into the vehicles assigned to this task. The estimated equipment and installation costs are \$110,000. In addition to dividing the capital purchase and installation costs, each community will pay for each gallon of brine actually used.

2020 Estimated savings: \$250,000 - \$500,000

Feasibility Studies of Options to Consolidate Municipal Water Operations and Create Regional Water and Sewer Districts

Drinking water and waste water issues remain central concerns of Westchester County and its municipalities, community groups, and other stakeholders. There are some existing collaborative agreements, such as the towns of Mamaroneck and Harrison, to share treatment and distribution of drinking water. However, many municipalities and community groups have called for more. Options to study include the feasibility of the County taking on additional responsibilities, as well as the creation of public-private sector partnerships (P3s) to take over management responsibilities, operation, and construction. Each of the study options has promise, but also many challenges. There are additional considerations resulting from compliance requirements with a variety of environmental regulations and legal actions by state and federal enforcement agencies.

The feasibility studies could include the creation of regional County water districts within the County, in which the County and/or municipalities would jointly build and manage water infrastructure. The creation of regional water districts or consolidated sewer districts could leverage existing expertise, management, facilities, and operational support. For example -- The Town of Mamaroneck, City of New Rochelle, Village of Pelham Manor, and Village of Larchmont will soon complete a comprehensive restoration and repair of their sanitary sewer systems. With the sewer systems fully restored and a significant reduction in the infiltration and inflow of storm water, it is a good time to consider the possible consolidation of the New Rochelle Sanitary Sewer District. A consolidated sewer district is expected to be more efficient and a better value for the taxpayers.

Another option for study is the creation of a Municipal Separate Storm Sewer System (MS4) Data Collection and Reporting System. The project would create a management system to facilitate the collection, storage, and retrieval of data required under the MS4 State Pollutant Discharge Elimination System (SPDES) permit program. The data would be used to identify needed improvements, upgrades, and replacement of facilities, properties, and other infrastructure.

2020 Estimated savings: \$0 – Planning and feasibility studies will be done in 2020, savings are expected to begin in 2021

Development of Food Waste Recycling Facility and Program

Westchester County plans to develop and implement a program for food waste recycling, which would be available for all Refuse Disposal District 1 municipalities and at cost to non-District municipalities. Whether composting, anaerobic digestion, or other technology is utilized for processing, the centralization of the management and operation of the program would result in cost efficiencies and a potential reduction in GHG emissions. Any program would also endeavor to permit municipalities that would otherwise be unable to individually establish a program, due to staffing constraints, funding, fees, etc to participate.

2020 Estimated savings: \$85,000 – \$170,000

Law Enforcement and Public Safety Services

In addition to its IMAs with Mount Kisco and Cortlandt, the Westchester County Department of Public Safety has several specialized services and programs, such as its Marine Unit, K-9 Programs, Bomb Squad, records management, etc. By accessing these specialized services and programs, municipal police departments can realize savings through avoiding cost associated with equipment purchases and enhanced skills training.

Westchester County will also be upgrading public safety radios for County and municipal first responders as part of its replacement of the County-wide public safety communications system.

2020 Estimated savings: \$1,000,000 – \$1,250,000

Compliance with Criminal Justice Reform Requirements

Westchester County has designed, developed and launched a secure web-based portal through which discovery materials in criminal prosecutions will be transferred from over forty local law enforcement agencies to the District Attorney's office. The portal was developed to facilitate the implementation of state criminal justice reforms which require local law enforcement agencies to share all files, including audio and video files with the defendant within fifteen days of arraignment, with very few exceptions. The portal was designed with input from local law enforcement agencies throughout the County.

2020 Estimated savings: \$500,000 - \$750,000

Review of Emergency Medical Services Challenges

In 2008, a report done by Fitch & Associates under contract to the County studied Emergency Medical Services and made many recommendations. EMS services are among the most crucial life safety and public health services provided to Westchester residents, businesses, and communities. We rely on both paid and volunteer EMS services and appreciate the essential roles they serve in protecting public health and safety. The County will work with emergency services departments, volunteer organizations, and medical professionals to review the report recommendations and other suggestions. The increasing

need for services, the pressures on the mutual aid system, and the growing challenges faced by volunteer departments, illustrate the need for this type of further review.

2020 Estimated savings: \$0 – Planning and feasibility studies will be done in 2020, savings are expected to begin in 2021

For-Hire Driver and Municipal Car Licensing

As an alternative for municipalities that locally license taxicabs and drivers, the Westchester County Taxi and Limousine Commission (WCTLC) offers a County-wide approach through its For-Hire Driver and Municipal Car licensing programs. Drivers and municipal cars licensed by WCTLC can conduct pre-arranged livery trips across the County and may accept passengers at taxi stands in participating municipalities. WCTLC thoroughly screens and monitors licensed drivers through fingerprinting, drug tests and ongoing criminal and driving history background checks. WCTLC also ensures that licensed vehicles adhere to the necessary requirements for vehicle registration, inspection and insurance coverage. In addition to the potential savings in resources and administrative costs for municipalities, these programs offer enhanced protection for the riding public. Most municipalities have small taxi and driver programs that are monitored manually by personnel whereas WCTLC has a more sophisticated operation that is partially automated. For instance, the County's system automatically identifies which permits are coming up for renewal and automatically receives notifications from the State Division of Criminal Justice Services and DMV about ticket convictions and criminal arrests. Nine municipalities are currently participating in one or both of the programs and two more have expressed interest.

2020 Estimated savings: \$50,000

Recommendations from Tax Assessor Working Group

As described in the 2019 shared services plan, the centralizing of assessments, and property tax billing and collection could yield significant savings for municipalities. However, given the complexities of these issues, a voluntary working group was formed. The County Executive's office, the Executive Director of the Tax Commission and municipal assessors met to explore options, including joint procurement and sharing of best practices. There was a follow up discussion at the 2019 Westchester Tax Commission Annual Conference on November 19, which yielded several additional recommendations for further review and consideration. These include opportunities for joint software purchasing, additional GIS mapping and information services, and others ideas under discussion with the working group.

2020 Estimated savings: \$0 – Working group discussions will continue in 2020, savings are expected to begin in 2021

Shared Maintenance Facilities

Each of the 45 municipalities in Westchester County have maintenance and storage needs for their vehicles and large equipment. Shared use of maintenance facilities was raised by various municipalities. The village of Ardsley is building a \$6M highway garage facility and is open to sharing with the town of Greenburgh. However, this needs further examination to determine its feasibility.

2020 Estimated savings: \$0 – Planning and feasibility studies will be done in 2020

Anticipated Savings

We anticipate a total of \$3 - \$3.5 million in net savings in 2020 from the new initiatives, and savings of \$7 - 8 million from the ongoing initiatives implemented in 2019 and expanded in 2020.

Appendices

- Westchester County-wide Shared Services Property Tax Savings Plan Summary –
 - New York State Appendix A

- 2020 draft updated Shared Services plan transmittal letter to Westchester County Board of Legislators –
 - November 1

- Shared Services Panel meeting notices –
 - June 10
 - December 16

- Shared Services Public hearing notices –
 - September 18
 - September 23
 - December 11

**Westchester County-wide Shared Services Property Tax
Savings Plan Summary –**

New York State Appendix A

County of Westchester			
County Contact: Emily Saltzman, Deputy Director of Operations			
Contact Telephone: 914.995.2912			
Contact Email: esaltzman@westchestergov.com			
Partners: All "YES" votes acknowledged: "The purpose of the plan is to save taxpayer money and improve the efficiency and quality of services."			
VOTE TOTAL: Yes = 33 No = 0			
Row 1 – 6 Cities in Westchester County			
	Participating Cities	Panel Representative	Vote Cast (Yes or No)
1.	City of Mount Vernon	Mayor Andre Wallace	Absent
2.	City of New Rochelle	Mayor Noam Bramson	Absent
3.	City of Peekskill	Mayor Andre Rainey	Absent
4.	City of Rye	Mayor Josh Cohn	Yes
5.	City of White Plains	Mayor Tom Roach	Yes
6.	City of Yonkers	Mayor Mike Spano	Yes
Row 2 – 17 Towns in Westchester County			
	Participating Towns	Panel Representative	Vote Cast (Yes or No)
1.	Town of Bedford	Supervisor Chris Burdick	Yes
2.	Town of Cortlandt	Supervisor Linda Puglisi	Yes
3.	Town of Eastchester	Supervisor Anthony Colavita	Absent
4.	Town of Greenburgh	Supervisor Paul Feiner	Yes
5.	Town of Harrison	Supervisor Ron Belmont	Yes
6.	Town of Lewisboro	Supervisor Peter Parsons	Yes
7.	Town of Mamaroneck	Supervisor Nancy Seligson	Yes
8.	Town of Mount Pleasant	Supervisor Carl Fulgenzi	Yes
9.	Town of New Castle	Supervisor Robert Greenstein	Yes
10.	Town of North Castle	Supervisor Michael Schiliro	Yes

11.	Town of North Salem	Supervisor Warren Lucas	Yes
12.	Town of Ossining	Supervisor Dana Levenberg	Yes
13.	Town of Pelham	Supervisor Peter DiPaola	Absent
14.	Town of Pound Ridge	Supervisor Kevin Hansan	Yes
15.	Town of Rye	Supervisor Gary Zuckerman	Yes
16.	Town of Somers	Supervisor Rick Morrissey	Yes
17.	Town of Yorktown	Supervisor Ilan Gilbert	Absent

Row 3 – 22 Villages in Westchester County

Participating Villages		Panel Representative	Vote Cast (Yes or No)
1.	Village of Ardsley	Mayor Nancy Kaboolian	Yes
2.	Village of Briarcliff Manor	Mayor Steven Vescio	Yes
3.	Village of Bronxville	Mayor Mary Marvin	Absent
4.	Village of Buchanan	Mayor Theresa Knickerbocker	Absent
5.	Village of Croton-on-Hudson	Mayor Brian Pugh	Absent
6.	Village of Dobbs Ferry	Mayor Vincent Rossillo	Absent
7.	Village of Elmsford	Mayor Robert Williams	Yes
8.	Village of Hastings-on-Hudson	Mayor Nicola Armacost	Yes
9.	Village of Irvington	Mayor Brian Smith	Yes
10.	Village of Larchmont	Mayor Lorraine Walsh	Yes
11.	Village of Mamaroneck	Mayor Thomas Murphy	Absent
12.	Village of Mount Kisco	Mayor Gina Picinich	Yes
13.	Village of Ossining	Mayor Victoria Gearity	Yes
14.	Village of Pelham	Mayor Chance Mullen	Absent
15.	Village of Pelham Manor	Mayor Jennifer Monachino-Lapey	Yes
16.	Village of Pleasantville	Mayor Peter Scherer	Yes
17.	Village of Port Chester	Mayor Richard Falanka	Yes
18.	Village of Rye Brook	Mayor Paul Rosenberg	Absent
19.	Village of Scarsdale	Mayor Marc Samwick	Absent
20.	Village of Sleepy Hollow	Mayor Ken Wray	Absent
21.	Village of Tarrytown	Mayor Drew Fixell	Yes
22.	Village of Tuckahoe	Mayor Greg Luisi	Absent

Row 4 – School Districts, BOCES, and Special Improvement Districts in Westchester County			
Participating School Districts, BOCES, and Special Improvement Districts		Panel Representative	Vote Cast (Yes or No)
1.	Westchester Putnam School Boards Association	Lisa Davis	Absent
2.	Edgemont Union Free School District	John McCabe	Absent
3.	Blind Brook-Rye Union Free School District	Mikaela Coni	Absent
4.	Yonkers Board of Education	Edgar Santana	Absent
5.	Bedford Central School District	Joel Adelberg	Yes
6.	Dobbs ferry Union Free School District	Lisa Brady	Yes
7.	Irvington Union Free School District	Carol Stein	Yes
8.	Public Schools of the Tarrytowns	Christopher Borsari	Yes
Row 5			
2018 Local Government Property Taxes		The sum total of property taxes levied in the year 2018 by the County, cities, towns, villages, school districts, BOCES, and special improvement districts within such County.	
(data from Office of NYS Comptroller)		\$4,635,503,212	
Row 6			
2018 Participating Entities Property Taxes		The sum total of property taxes levied in the year 2018 by the County, any cities, towns, villages, school districts, BOCES, and special improvements districts identified as participating in the panel in the rows above.	
(data from Office of NYS Comptroller)		\$2,643,888,971	
Row 7			
Total Anticipated Savings		The sum total of net savings in such plan certified as being anticipated in calendar year 2019, calendar year 2020, and annually thereafter.	
		2019: \$2.5 - \$3.5 million 2020: \$10 - \$11 million	
Row 8			
Anticipated Savings as a Percentage of Participating Entities property taxes		The sum total of net savings in such plan certified as being anticipated in calendar year 2019 as a percentage of the sum total in Row 6, calendar year 2020 as a percentage of the sum total in Row 6, and annually thereafter as a percentage of the sum total in Row 6.	
		2019: .11% 2020: .4%	

Row 9	
Anticipated Savings to the Average Taxpayer	The amount of the savings that the average taxpayer in the County will realize in calendar year 2019, calendar year 2020, and annually thereafter if the net savings certified in the plan are realized.
	2019: \$14.50 2020: \$40.62
Row 10	
Anticipated Costs/Savings to the Average Homeowner	The percentage amount a homeowner can expect his or her property taxes to increase or decrease in calendar year 2019, calendar year 2020, and annually thereafter if the net savings certified in the plan are realized.
	2019: .8% 2020: 1.55%
Row 11	
Anticipated Costs/Savings to the Average Business	The percentage amount a business can expect its property taxes to increase or decrease in calendar year 2019, calendar year 2020, and annually thereafter if the net savings certified in the plan are realized.
	2019: .8% 2020: 1.55%
CERTIFICATION	
I hereby affirm under penalty of perjury that information provided is true to the best of my knowledge and belief. This is the finalized County-wide shared services property tax savings plan. The County-wide shared services property tax savings plan was approved on <u>December 16</u> , 2019, and it was disseminated to residents of the County in accordance with the County-wide Shared Services Property Tax Savings Law.	
<u>George Latimer</u> (Print Name)	<u>Westchester County Chief Executive Office</u>
 (Signature)	<u>12/16/19</u> (Date)



George Latimer
County Executive

November 1, 2019

Hon. Benjamin Boykin, Chairman
Westchester Board of Legislators

Dear Chairman Boykin,

Attached, for review and recommendations by the Westchester County Board of Legislators, are proposed updates to Westchester County's Shared Services and Property Tax Saving Plan. It includes updates regarding our current initiatives as well as several new initiatives proposed for 2020.

I appreciate the constructive participation and input received so far from County Legislators, especially as part of the public hearing the Board hosted on September 23.

New York State Law requires this proposed plan be submitted to the County Board of Legislators at least 45 days prior to its adoption by the Shared Services Panel. The adopted plan will then be submitted to the New York Department of State. I look forward to any further recommendations you have prior to the Shared Services panel vote scheduled for December 16. Please send any further comments to Emily Saltzman, Deputy Director of Operations, at esaltzman@westchester.gov

Thank you again for your ongoing partnership and participation in developing this plan to achieve additional property tax savings and improved services.

Sincerely,

George Latimer
Westchester County Executive

Office of the County Executive
Michaelian Office Building
118 Martine Avenue
White Plains, New York 10611

Email: info@westchester.gov
Telephone: (914) 995-2900

westchester.gov

Dear Municipal Leader,

Thank you for your help and participation in developing our 2018 Westchester Countywide Shared Services plan. We are reconvening the panel for 2019 and encourage all municipalities to participate in our first meeting at the date and time listed below.

At this meeting, we will provide an update of the accomplishments and progress of the 2018 plan, discuss ideas and proposals for 2019, and get an update from the NYS Department of State regarding matching funds. Please feel free to include any staff members who might be involved in shared services activities within your organization.

The Shared Services Plan, which was part of the 2017 NYS Budget bill, requires every County Executive "to prepare a property tax savings plan for shared, coordinated and efficient services among the County, cities, towns and villages." The 2018 Budget bill adds the option to invite school districts, BOCES, fire districts, and special improvement districts to join the Shared Services Panel. I believe it is in everyone's interest to be inclusive and invite all the districts to participate in the Shared Services Panel. More partners means more opportunities for taxpayer savings, and more opportunities for state matching funds.

The details of the upcoming meeting are as follows:

DATE: Monday, June 10th

TIME: 10:00am – 12:00pm

LOCATION: Westchester County Center – Little Theater, 198 Central Avenue, White Plains

Please RSVP by June 3: wmurphy@westchester.gov

Parking is available at the County Center.

Again, thank you for participation. With your help, we can continue to help our taxpayers achieve the savings and benefits that Shared Services brings.

Sincerely,

George Latimer
County Executive

Sincerely,

Emily Saltzman
Deputy Director of Operations



George Latimer
County Executive

Dear County Legislators:

Thank you for your ongoing cooperation and participation in developing and updating Westchester County's Shared Services Plan. I appreciate the innovative ideas many of you submitted, and they are included in the attached proposed plan. The savings in the proposed plan will benefit taxpayers, make our governmental services and operations more efficient, and enable the county and municipalities to receive state matching funds.

New York State law requires the Shared Services Panel, which includes the Mayor/Supervisor of each municipality in Westchester County, to vote on the plan that must be submitted to the state by the end of the year. State law also requires that we have a quorum present to vote on the plan, and that the Mayors/Supervisors attend in person. State law also enables County Executives to invite the participation of school districts, which I have done wholeheartedly.

It is essential that we have a quorum to vote on the draft plan in order to obtain state matching funds for our savings. Please join me on:

DATE: Monday, December 16
TIME: 10:00 – 11:00am
LOCATION: Greenburgh Public Library, 300 Tarrytown Road, Elmsford 10523

At this meeting we will present information about the 2020 updates in the shared service plan and answer your questions. All aspects of the plan are "opt-in." Implementation of the panel-approved shared services contained in the plan are NOT binding on municipalities and their elected boards. Nothing in the approval of the plan supersedes municipal ordinances or procedures.

Also, of special note at this meeting -- We will preview the "WestchesterShares" portal, our new virtual marketplace for municipalities and school districts to share services, procure goods collaboratively, and find the best pricing.

In addition, we will have preliminary information regarding our submission to the state for matching funds for 2019 savings.

If you haven't already done so, please RSVP to my office as soon as possible at 914.995.2945 or sgregor@westchestergov.com

I look forward to seeing you on Monday, December 16.

Sincerely,

Westchester County Executive
Office of the County Executive

Michaelina Office Building
142 Merritt Avenue
White Plains, New York 10601

Email: CE@westchestergov.com
Telephone: (914)998-2900

westchestergov.com



Speak Up

**SHARE YOUR IDEAS
THE WESTCHESTER COUNTY-WIDE
SHARED SERVICES PLAN**

WESTCHESTER COUNTY REQUESTS YOUR PARTICIPATION AT THE
2019 PUBLIC HEARINGS

Westchester County-Wide Shared Services

**Wednesday, September 18
7 p.m.**

New Rochelle City Hall
516 North Ave
Conference Room B1
New Rochelle, 10801

**Monday, September 23
4 p.m.**

Westchester County
Office Building
148 Martine Ave - 8th floor
Board of Legislators Committee Room
White Plains, 10601



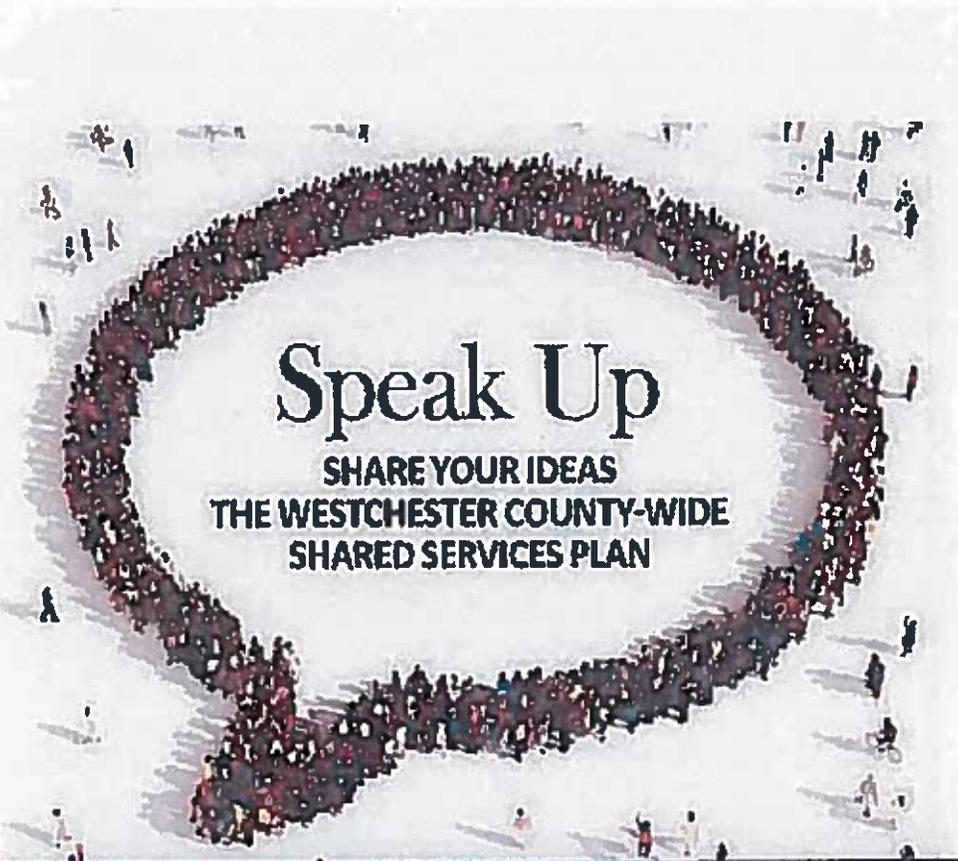
George Lathrop
Westchester County Executive

"Please join the conversation -- that can make services and more government efficient -- by working together!"

#MyWestchester
post your pic



Westchester got.com George Lathrop
Westchester County Executive



Speak Up

SHARE YOUR IDEAS
THE WESTCHESTER COUNTY-WIDE
SHARED SERVICES PLAN

WESTCHESTER COUNTY REQUESTS YOUR PARTICIPATION AT THE

2019 PUBLIC HEARING

Westchester County-Wide Shared Services

Wednesday, December 11
4 p.m.

Ossining Town/Village Hall
15 Crown Ave
Ossining, NY 10562



Please join the conversation so that we can learn where we have common interests and how we can work together.

#MyWestchester
post your pic



Westchester COUNTY George LaSmer
Westchester County Executive