

PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE



COMMISSIONER OF FINANCE
MICHAEL LEWIS

2024 CAPITAL PLAN

PUTNAM COUNTY, NY

PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE



COMMISSIONER OF FINANCE
MICHAEL LEWIS

October 5, 2023

Honorable Members of the County Legislature:

As required by the Putnam County Charter, I hereby submit a Capital Plan for the years 2024 through 2029.

The proposed Capital Plan provides for necessary investments in County facilities and infrastructure for the next six years, based on project priorities and the County's financial capacity.

The County has demonstrated true fiscal responsibility and resiliency these past few years, and I am proud of where we are and look forward to the important projects that are part of this Capital Plan.

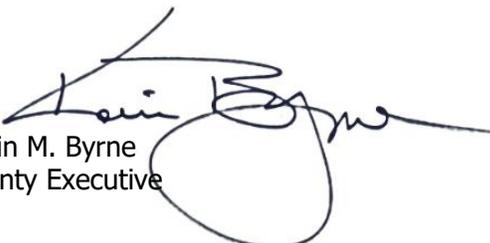
Included in the Capital Plan for 2024 are the following projects:

- **Capital Reserve- Minor Reservations**
- **Generator Replacement Program**
- **DPW Stockpile Modernization**
- **ADA Improvements @ Various County Facilities**
- **Repairs and Improvements to Various Dams**
- **Pavement Maintenance & Rehabilitation**
- **PIN 8757.67 Farmers Mills Rd.**
- **PIN 8756.09 Fair Street Reconstruction**
- **PIN 8761.97 Stoneleigh Drewville Intersection**
- **PIN Bikeway II, Stage 4**
- **PIN 8762.97 Ludingtonville Rd. @ 52**
- **PIN 8762.97 Culvert Replacement Program**

The recommendations in the attached Capital Plan reflect a consensus arrived at through productive discussions among members of the Capital Program Committee, including myself as County Executive, the Chairman of the Legislature, and senior members of the Executive and Legislative branches of County Government.

I thank all the members of the Capital Program Committee for their efforts and urge the members of the Legislature to thoughtfully consider the Committee's recommendations.

Sincerely,



Kevin M. Byrne
County Executive

PUTNAM COUNTY
Six Year Capital Plan
2024 – 2029
Capital Program Committee

County Executive (Chairman): Kevin M. Byrne

Commissioner of Finance (Vice-Chairman): Michael J. Lewis

Chairman of the Legislature: Paul Jonke

Department of Planning: John Tully

Commissioner of Public Works: Thomas Feighery

Minority Political Party Member: Nancy Montgomery

PUTNAM COUNTY

2024 Capital Plan

Kevin M. Byrne, County Executive

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Introduction

Every municipality has a portfolio of capital assets that it owns, maintains, and employs to help deliver quality services to its residents. These assets include equipment and vehicles, but also more permanent assets such as roads, buildings, county facilities, recreation, and natural areas. With ownership comes an obligation to maintain and continually improve these assets. The process is used to determine how to invest County resources to maintain and improve the County's capital assets is known as the Capital Plan ("Plan"). The County of Putnam endeavors to adopt a Plan that is updated annually in conjunction with the Annual Operating Budget.

Putnam County has always strived to offer its residents and businesses the most desirable community facilities and reliable infrastructure to maintain their quality of life. As the County plans for the future, maintaining existing high-quality assets must be a high priority.

The Plan is a multi-year planning instrument used to identify needs and funding sources for municipal capital project expenditures. *It is not a commitment to fund requested projects, but rather a schedule of necessary and/or desired public physical improvements and possible funding sources.* The existence and condition of infrastructure and major capital assets has a direct bearing on the County's ability to provide services and facilities needed or desired by the community, and the perception of the community on its quality of life. These capital assets have an impact on property values and the community's ability to attract and retain residents and businesses. The Plan is the best available tool for advising the Legislature, other agencies, and the public of the County's capital and infrastructure needs. The Plan comprehensively identifies projects so that they can be properly coordinated, and future funding needs can be anticipated.

It is important to the effort of maintaining a multi-million-dollar infrastructure portfolio to

explore various approaches to secure adequate revenues to fund our capital needs which could include pay-as-you-go practices, designation of reserves, use of dedicated federal and state revenues, borrowing and grants.

Putnam County's Capital Plan covers a six-year period and is revised annually to reflect the County's changing needs and priorities. The Plan is a comprehensive listing and description of planned capital projects and cost estimates. The projects are necessary to meet the goals and objectives of the County Executive and Legislature. Several criteria are used in establishing priorities for project selection. These include the potential that a given project will resolve a health or safety issues, bring the County into or ensure compliance with Federal or State mandates, reduce County operating costs and/or increase revenue or leverage the availability of grants or other sources of revenue.

The County works with its Municipal Advisor to project the impact of the debt service associated with any borrowings on the Annual Operating Budget. The County Executive or Legislature may deem it necessary to defer certain projects depending on budgetary constraints.

Preparing a Capital Plan for Putnam County is no easy task. The extensive number of services the County provides to its constituents require many unique and extensive infrastructure requirements to meet the capital needs of the County. Balancing these needs with the many "wish lists" makes preparing a capital plan such an arduous process. Management needs to prioritize the immediate needs with projects that can be deferred at this time as well as having flexibility in the plan to deal with any contingencies that may occur.

Highlights

Putnam County's Capital Plan 2024 - 2029 provides for improvements to assets and infrastructure in multiple areas of County Government. Projects are spread over the six-year period to manage the impact on annual debt service.

FACILITIES:

1.) Capital Reserve- Minor Reservations (\$250,000/yr)

Includes minor facility renovation capital projects (i.e. 6N, Koehler Center, Board of Elections). Also includes previously adopted CP's which are replenished when funding is drawn down (i.e. Flooring @ various County facilities, Sidewalks & Stair Safety, & Doors/Frames/Hardware).

2.) Generator Replacement Program (\$250,000/yr through 2028)

Replace in kind the two generators at the Koehler Senior Center. They are both aging out of service.

3.) DPW Stockpile Modernization (A. Operations Building/Pole Barn, B. Salt Storage Shed)

Phase A- \$1.2M (2023/2024)

Phase B- \$800,000 (2024)

DPW Fair Street Operations Hub

The pre-engineered structure will be the main hub for DPW Operations. It will house the plow truck fleet, Brine Operations, other equipment storage, an office (for admin, scheduling, dispatch and salt tracking) and a bunk room for overnight road maintenance. The Pre-engineering plans will meet the requirements of New York State Building Code. The new building will be located adjacent to the previous structure. There is minimal sitework required to prep the site. The long sides of the building will be the north/south faces. The south face will have 6 bay doors for truck and 1 bay door for brine operations. There will also be man door access to the office and bunk area.

- Metal Building
- Approximately 200 x 45 (roughly 9,000 square feet)
- Footing and foundation Design and Install
- Automated garage door openers
- LED overhead lighting
- Electrical outlets
- Concrete floors that are resistant to High Salt environment
- Provisions for future wash bay
- Provisions for water/sewer connections
- Provisions for electrical connection
- Office and bunking quarters
- Designed and insulated for heat and air (climate controlled)
- The South side of the building will have (6) garage doors for truck storage and (1) bay for Road Brine Operations
- Bay doors shall be 10' wide x 16' high with windows

4.) Sheriff's Department Boiler Replacements (\$500,000)

Putnam County is requesting funding for the replacement of the existing hot water boilers serving the Putnam County Sheriff's Department and Correctional Facility located in Carmel, NY. The County has conducted an existing conditions assessment to develop a scope of work. A consulting engineering firm has been contracted to develop plans and specifications for a public bid.

5.) Sheriff's Department Gate Improvements (\$125,000)

To replace the existing Correctional Facility gate with a new, functional automatic gate to allow for access through the lower lot area. This gate has not been operational for quite some time and is in dire need of replacement.

6.) Sheriff's Department Life Safety Systems Modernization (\$850,000)

Upgrades to the two existing fire alarm systems (Fire Alarm and Lighting Control) and intercom system which are severely outdated and no longer compatible with modern replacement parts rendering certain elements obsolete.

7.) ADA Improvements @ Various County Facilities (\$250,000/yr)

This funding will cover upgrades at the County Office Building including the installation of a main entrance access ramp and automatic door along with bathroom renovations on the 1st and 3rd floors.

8.) Countywide Elevator Modernization Program (\$800,000 total)

This 4 to 5 year program will aim to fully replace outdated elevators including their controls, hardware, electrical and mechanical components at the following sites:

- County Office Building
- 121 Main St.
- Sheriff's Department
- Historic Courthouse

9.) New Courthouse HVAC Rooftop Unit Assessment & Replacements (\$435,000)- *OCA \$

This project will aim to replace 4 rooftop units which are approaching the end of their useful life (20 years). As a result of this, The County is experiencing ongoing maintenance issues and the costs associated as such.

10.) DBS Building 3 Needs Assessment

Generator backup power should be prioritized if a newer IT server room is to be constructed. County is considering transitioning to cloud-based backup and storage. Additionally, Department movement/expansion should be finalized prior to any improvement commitments.

B. ENVIRONMENTAL

1.) Repairs and Improvements to Various Dams (\$650,000), 6 yr plan (\$6.4M total)

This program will aim to inventory and perform periodic inspections on County-owned dams while prioritizing and performing the required repairs based on inspection reports.

Lake MacGregor Dam

Town of Kent Middle and Upper Dams

C.) TRANSPORTATION

1.) Repair and Replacement of Various Bridges & Culverts/BRIDGENY Local Match (\$1M-2024)

NYS DOT triennial solicitations for various bridge and culvert work.

2.) Pavement Maintenance & Rehabilitation (\$1M-2024)

County road and parking lot pavement rehabilitation funding. The County DPW Engineering Dept. has identified certain roads and parking lots in need of repair through our asset management software.

3.) NYS Capital Highway Improvement Program Funding (CHIPS), (\$1.2M-2024)

CHIPS provides State funds to municipalities to support the construction and repair of highways, bridges, highway-railroad crossings, and other facilities that are not on the State highway system.

4.) PIN 8757.67 Farmers Mills Rd. (\$551,000-2024)

Farmers Mills Road (CR 42) over Seven Hills Lake Outlet is a bridge replacement project that will replace the existing structure with a wider bridge that will be supported on piles. (BIN 3345630).
Town of Kent.

5.) PIN 8756.09 Fair Street Reconstruction

Fair St. from Route 52 to Hill & Dale Rd. improvements. The project includes pavement rehabilitation, drainage, road realignment, sidewalks, culvert replacements and intersection improvements at the Hill & Dale intersection. Town of Carmel.

6.) PIN 8761.97 Stoneleigh Drewville Intersection (\$6.5M-2024)

Stoneleigh Avenue @ Drewville Road intersection improvements will include the construction of a roundabout at the intersection of Stoneleigh Avenue and Drewville road to improve traffic flow and safety. This project will also provide safe access through the intersection to the hospital. Project will also treat road runoff. Town of Carmel.

7.) PIN Bikeway II, Stage 4- (\$4M-2024)

Completion of the construction of a 3 meter (10 ft) wide asphalt shared use path, beginning at Putnam Avenue in the Town of Southeast running approximately 0.58 km (0.36 miles) easterly to the Village of Brewster, ending at North Main Street. The project begins at the terminus of the recently completed section of Putnam Bikeway II Stage 4 at Putnam Avenue and ends at the proposed Maybrook Bikeway II at North Main Street.

The Putnam Bikeway Pedestrian Bridge over MNRR project includes the construction of a multi-span bridge over the Metro-North Railroad Brewster Yard and the Metro-North Railroad Harlem Line, retaining wall systems, new closed drainage, storm water management facilities, railing, drainage and pavement marking and signs.

8.) PIN 8762.97 Ludingtonville Rd. @ 52

This project at the intersection of Ludingtonville Rd. and Rt. 52 will provide safer access through the intersection. The road will be improved from the Rt. 52 intersection to the eastbound exit ramp of I-84. This project will also include stormwater runoff mitigation and bridge rehabilitation (BIN 3345620). Town of Kent.

9.) PIN 8762.97 Culvert Replacement Program

The Putnam County Culvert Replacement Program has identified through asset management and condition assessment programs, several culverts including but not limited to: Croton Falls 34-3 & 34-4, and Peekskill Hollow Rd 21-9, that are in need of replacement. Based on the assessment, additional culverts with the lowest rating will be added.

10.) Transit Section 5307 Funds- (\$1.2M- 2024)

Program administration to maintain operations and meet requirements for continued operations of Putnam area rapid transit (part) bus service.

D. EQUIPMENT

1.) Highway Equipment- (\$650,000-2024)

General equipment purchases for DPW operations including but not limited to the following:

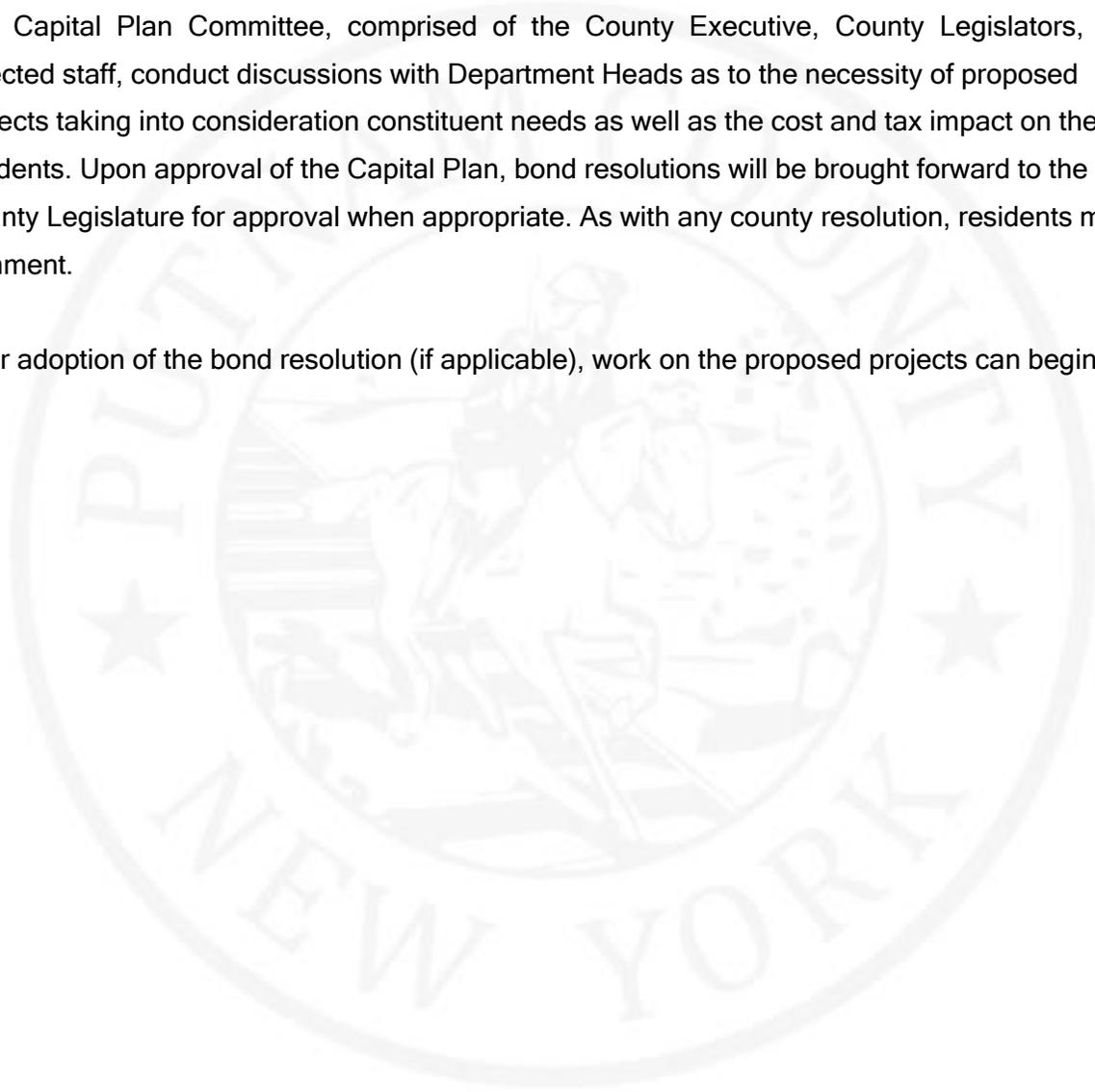
- Dump trucks
- Pickups
- Mowers
- Paving equipment
- Tractors

Annual Process

As part of the annual budget process, each department completes a proposed six-year capital plan for their department. Each submission is summarized by type of expense and the funding source.

The Capital Plan Committee, comprised of the County Executive, County Legislators, and selected staff, conduct discussions with Department Heads as to the necessity of proposed projects taking into consideration constituent needs as well as the cost and tax impact on the residents. Upon approval of the Capital Plan, bond resolutions will be brought forward to the County Legislature for approval when appropriate. As with any county resolution, residents may comment.

After adoption of the bond resolution (if applicable), work on the proposed projects can begin.

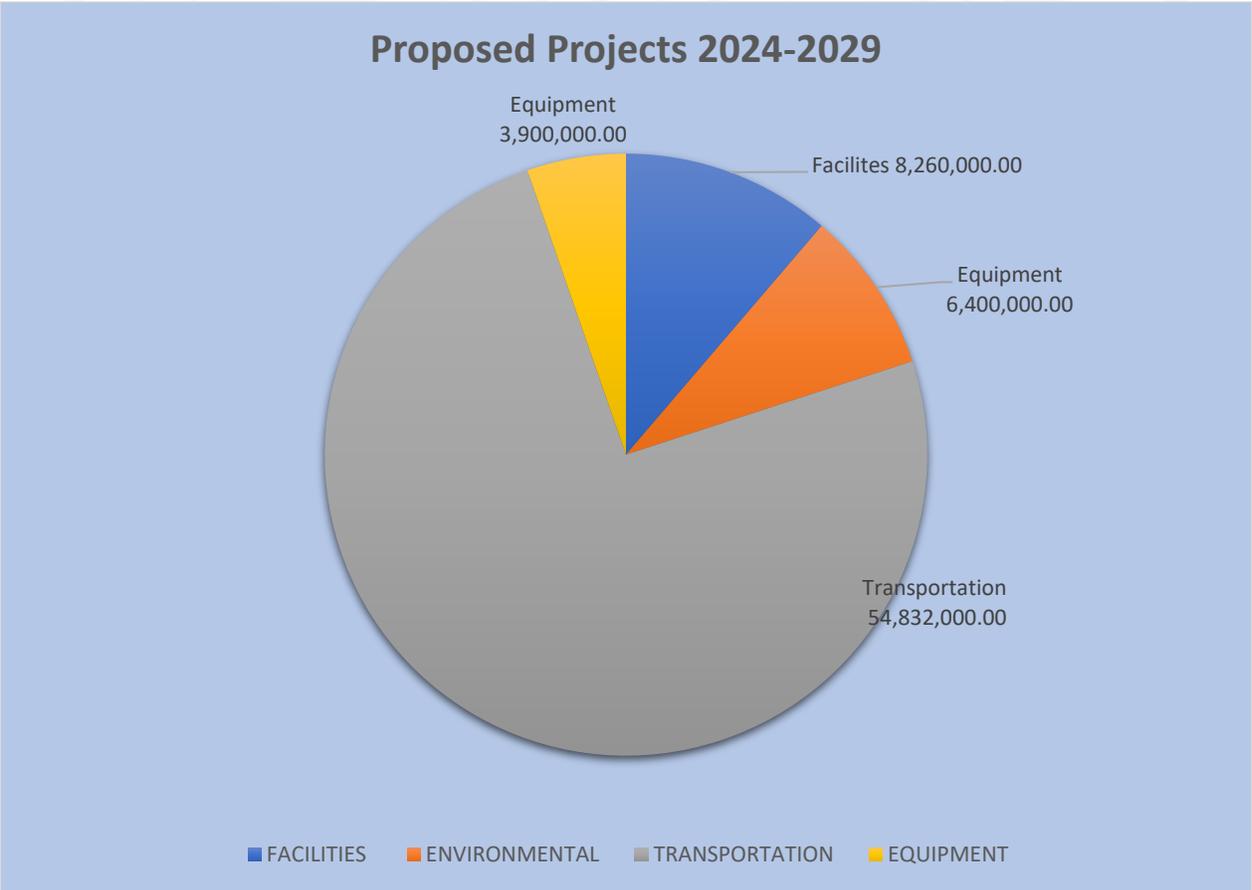
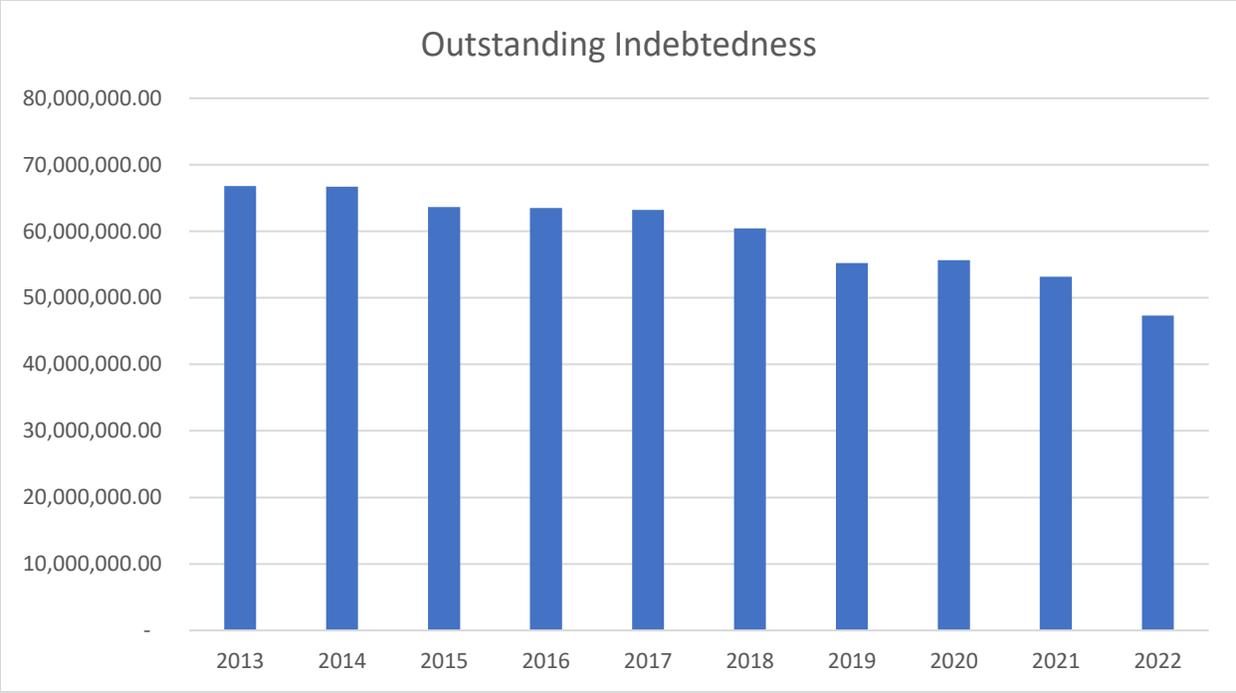


Calculation of Debt Limit

Legal Debt Margin Calculation for Fiscal Year 2022

Assessment Roll			State Special Equalization Ratio	Full Valuation
Year	Budget Year	Assessed Valuation		
2018	2018	\$ 12,511,996,857	91.48 %	\$ 13,677,303,079
2019	2019	12,869,725,712	91.67	14,039,190,261
2020	2020	13,141,185,350	91.39	14,379,237,717
2021	2021	13,577,806,988	89.19	15,223,463,379
2022	2022	13,972,251,311	90.57	<u>15,427,019,224</u>
Total Five Year Full Valuation				<u>\$ 72,746,213,660</u>
Five Year Average Full Valuation of Taxable Real Property				<u>\$ 14,549,242,732</u>
Debt Limit - 7% of Five Year Average Full Valuation				<u>1,018,446,991</u>





Year Ended December 31,	Bonds	
	Principal	Interest
2024	\$ 5,135,000	\$ 1,125,251
2025	5,320,000	952,811
2026	4,450,000	783,102
2027	4,050,000	633,311
2028-2032	15,595,000	1,552,558
2033-2037	4,595,000	266,381
	\$ 39,145,000	\$ 5,313,414

The use of debt financing is an important method of funding capital projects as some large capital outlays are challenging to fund within a single budget year. In addition, financing through short-term or long-term debt allows the County to distribute the tax burden over the life of the asset. Moody's has assigned Putnam County an Aa1 rating, which reflects a sound financial position.

The County issues General Obligation Bonds, Bond Anticipation Notes, and Refunding Bonds. The proceeds from the issuance of these instruments fund capital improvement projects such as road construction, county buildings, improvements to County facilities, and upgrading County wide technology and/or equipment.

Outstanding Debt Service for FY2023 is \$39,145,000. Based on this data, the outstanding principal and interest is defined above through 2037.

ADOPTED SIX-YEAR CAPITAL PROJECTS 2024 - 2029

PROJECTS	2024	2025	2026	2027	2028	2029	Six Year Totals
FACILITIES:							
Capital Reserve - Minor Renovations	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000
Generator Replacement Program	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
OPW Stockpile Modernization (A. Pull bam B. Salt Shed)	1,200,000	800,000	-	-	-	-	2,000,000
Sheriff's Department Boiler Replacements	500,000	-	-	-	-	-	500,000
Sheriff's Department Gate Improvements	125,000	-	-	-	-	-	125,000
Sheriff's Department Life Safety Systems Modernization	850,000	-	-	-	-	-	850,000
Upgrades at various County Facilities to Include ADA Improvements	250,000	250,000	-	-	-	-	500,000
Countywide Elevator Modernization Program	800,000	-	-	-	-	-	800,000
HVAC New Courthouse - Mechanical Engineer Assessment / Funding	435,000	-	-	-	-	-	435,000
Fire Training Center (Pending Board Approval 2023)	-	-	-	-	-	-	-
DBS building 3 Needs Assessment and circulation review	50,000	-	-	-	-	-	50,000
ENVIRONMENTAL - MS4							
Repairs and Improvements to various Dams	\$ 650,000	\$ 575,000	\$ 375,000	\$ 2,400,000	\$ 2,400,000	\$ -	\$ 6,400,000
TRANSPORTATION							
Repair and Replacement of Various Bridges & Culverts/BRIDGENY Program Local Match	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 6,000,000
Pavement Maintenance and Rehabilitation	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,000,000
CHIPS - Eligible equipment & highway infrastructure imp	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	7,200,000
PIN 8757.67 - Farmers Mills Road	551,000	138,000	4,793,000	-	-	-	5,482,000
PIN 8756.09 - Fair Street Reconstruction (PER ADOPTED 2023)	-	-	-	-	-	-	-
PIN 8761.97 - Stoneleigh/Drewville Intersection	6,500,000	-	-	-	-	-	6,500,000
PIN 8759.05 - Putnam Bikeway II Stage IV	4,000,000	-	-	-	-	-	4,000,000
PIN 8762.96 - Ludingtonville Road @ Route 52	-	1,550,000	8,000,000	-	-	-	9,550,000
PIN 8762.97 - Culvert Replacement Program	-	500,000	100,000	2,300,000	-	-	2,900,000
Transit Section 5307 Funds	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	7,200,000
EQUIPMENT							
Highway Equipment	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 3,900,000
TOTALS:	\$ 21,461,000	\$ 9,363,000	\$ 18,818,000	\$ 10,250,000	\$ 7,950,000	\$ 5,550,000	\$ 73,392,000
FUNDING SOURCES:							
COUNTY	\$ 7,805,200	\$ 4,138,800	\$ 4,559,300	\$ 3,500,000	\$ 3,270,000	\$ 3,270,000	\$ 26,543,300
FEDERAL	10,200,800	4,030,400	11,394,400	2,920,000	1,080,000	1,080,000	30,705,600
STATE	2,805,000	618,800	2,489,300	1,430,000	1,200,000	1,200,000	9,743,100
WQIP	650,000	575,000	375,000	-	-	-	1,600,000
BORROWING**	-	-	-	2,400,000	2,400,000	-	4,800,000
TOTALS:	\$ 21,461,000	\$ 9,363,000	\$ 18,818,000	\$ 10,250,000	\$ 7,950,000	\$ 5,550,000	\$ 73,392,000