



*Rye Town Park Commission
222 Grace Church Street
Port Chester, NY 10573
(914) 939 - 3075*

RYE TOWN PARK COMMISSION
MEETING AGENDA & PACKET*

Commission Members

Julie Killian – Commissioner
Dennis Pilla, Mayor-Village of Port Chester
Joseph Sack, Mayor-City of Rye
Benedict Salanitro, Commissioner
Paul Rosenberg, Mayor-Village of Rye Brook
Gary Zuckerman - President

DATE: TUESDAY, JULY 19, 2016

TIME: 6:00 P.M.

PURPOSE: MONTHLY MEETING

1. Pledge of Allegiance
2. Roll Call
3. Adoption of Minutes: 5/17/2016 and 6/21/2016 Pg. 4 and Pg. 10
4. Public Comment
5. Park Management Report Pg. 17
6. Resolution to Engage Judie Eisenberg, Grant Writer Pg. 21
7. Resolution to Approve Submission of Grant Application Pg. 25
8. Resolution to Engage Sullivan Data Pg. 56
9. Presentation and Resolution to Contract with Westhab Community Work
Experience Program Pg. 60
10. Beach Ramp Report
11. Adjourn

***Anyone attending the commission meeting in Port Chester can post attached dashboard sign in car to avoid parking violations**

UPCOMING MEETINGS:

AUGUST 16 - RYE BROOK VILLAGE HALL, 938 KING STREET, RYE BROOK

SEPTEMBER 20 - PORT CHESTER COURTHOUSE, 350 N.MAIN STREET, PORT CHESTER

Council Meeting

Commission Meeting





Rye Town Park
95 Dearborn Ave.
Rye, NY 10580
914 967-0965

RYE TOWN PARK COMMISSION **MEETING SCHEDULE**

Commission Members

Julie Killian – Commissioner
Dennis Pilla, Mayor-Village of Port Chester
Joseph Sack, Mayor-City of Rye
Benedict Salanitro, Commissioner
Paul Rosenberg, Mayor-Village of Rye Brook
Gary Zuckerman - President

TIME: 6:00 P.M.

DATE	LOCATION
AUGUST 16	RYE BROOK VILLAGE HALL, 938 KING STREET, RYE BROOK
SEPTEMBER 20	PORT CHESTER COURT HOUSE, 350 NORTH MAIN STREET, 2ND FLOOR COURTROOM
OCTOBER 18	RYE BROOK VILLAGE HALL, 938 KING STREET, RYE BROOK
NOVEMBER 15	PORT CHESTER COURT HOUSE, 350 NORTH MAIN STREET, 2ND FLOOR COURTROOM
DECEMBER 20	PORT CHESTER COURT HOUSE, 350 NORTH MAIN STREET, 2ND FLOOR COURTROOM



RYE TOWN PARK COMMISSION MINUTES
MEETING HELD MAY 17, 2016

A regular monthly meeting of the Rye Town Park Commission was held on Tuesday, May 17, 2016 at 6:00 P.M. at the Village of Rye Brook Village Hall, 938 King Street, Rye Brook, New York in the Main Conference Room with Commission President Gary J. Zuckerman presiding.

PRESENT: in addition to Commissioner Zuckerman were Commissioners Julie Killian, Dennis Pilla, Joseph Sack, Benedict Salanitro, and Paul Rosenberg.

ALSO

PRESENT: were Town Attorney Paul Noto, Park Director Terry Fanelli and Assistant Park Director-Development William Lawyer.

ABSENT: Commission Secretary Deborah Reisner

1. PLEDGE OF ALLEGIANCE

William Lawyer led those present in the Pledge of Allegiance. A video and an audio recorder were in use during the proceedings.

2. ROLL CALL

Commissioner Zuckerman called the meeting to order and asked Town Clerk Hope Vespia to call the roll.

3. ADOPTION OF MINUTES

On motion of Commissioner Rosenberg, seconded by Commissioner Salanitro, the minutes for the meetings held March 30, 2016, April 19, 2016 and May 1, 2016 were unanimously approved as submitted.

* * * * *

4. PUBLIC COMMENT

Commissioner Zuckerman suggested that public comments made at this time to not reflect the Requests for Qualifications discussion and the public would be afforded time for comments at the RFQ Workshop mentioned on the agenda. There were no comments.

* * * * *

5. CONSIDERING SCULPTURE INSTALLATION PROPOSAL

Meg Rodriguez, Executive Director of the Rye Arts Center located in the City of Rye and Bob Clyatt, a sculptor living in Rye at 189 Milton Road were present to support and introduce a proposed temporary installation of a sculpture at Rye Town Park. Meg Rodriguez expressed that the sculpture in Rye Town Park would bring cultural recognition, enjoyment and inspiration to

residents and visitors. The League and sculptor have agreed to lend “Cope” to Rye Town Park at no cost for up to one year and were seeking the approval from the Commission. The Rye Arts Center’s Public Art Committee coordinated numerous public installations in Rye and agreed to coordinate the installation and raise funds through their membership and donor base to cover out-of-pocket transportation, installation and de-installation costs. In addition to seeking approval from the Commission, they hoped to be provided with municipal assistance and staff with masonry skills to provide the groundwork to install an 11 foot circular concrete pad onto which the piece could be secure.

Commissioner Zuckerman suggested that a list of specifications needed, such as tools, manpower and materials to be submitted to the Commission and the timeframe and location where the sculpture would be displayed be determined. Commissioner Sack advised William Lawyer to work with Meg Rodriguez and Bob Clyat to get a memo to Deborah Reisner and Marcus Serrano and they will determine what resources would be available.

Commissioner Zuckerman agreed that Commission members were in favor with this project, but concerns regarding site selection to avoid interfering with the Westchester Triathlon rout should be addressed.

* * * * *

6. PARK MANAGEMENT REPORT

Terry Fanelli came to the podium to present the Park Management report. Commissioner Zuckerman congratulated Terry on her appointment as Park Director as this was her first official meeting holding her new title. Park Director Fanelli gave a detailed report.

* * * * *

7. CONSIDERING APPROVAL OF RESTAURANT MENU & UNIFORM

Seaside Johnnies’ menu and a photo of uniformed staff workers were available for the Commission members. Town Attorney Noto mentioned that, according to the agreement, the commission has the authority to approve both the menu and the uniforms for Seaside Johnnies and some requirements in the pricing. John Ambrose was present to answer questions prompted by the Commission. Mr. Ambrose stated that he buys top of the line seafood which costs have skyrocketed due to conservation attempts, yet the prices have not been increased in years. Commissioner Salanitro asked if there were any charges, specials or reduced prices that are not on the menu. Mr. Ambrose mentioned that occasionally they have specials during the week to hopefully encourage traffic and indicated that he will not be raising the menu prices this year.

Commissioner Sack acknowledged that the Commission appreciated that Mr. Ambrose agreed to suspend the “Tiki Shuttle” service but he had heard unconfirmed reports that it is continuing anyway. He emphasized that transporting materials or people via golf cart should no longer be conducted at all. Commissioner Rosenberg added that his main concern was the going back and forth with passengers on carts at night or times when the park was full of people. He understood an occasional need to transport equipment or food to and from the two locations.

Commissioner Pilla was concerned with insurance liability and would prefer that Mr. Ambrose drive the equipment to the “Tiki Bar” rather than use the carts. Commissioner Salanitro listened to the community at large who expressed their concerns, and as a response to the community, felt that there should be no tolerance to allow this to continue and personally felt it should cease.

Park Director Fanelli asked if Mr. Ambrose would be able to continue to use the cart to transport food to the snack bar on the north end and trash from the restaurant to the dumpsters. Commissioner Zuckerman asked Mr. Ambrose to prepare a proposal that he would use the cart for such a time and for what purpose. Commissioner Rosenberg felt that Mr. Ambrose should not have to wait for next month’s meeting and all agreed that he should be allowed to use the cart for intra-park uses. Commissioner Sack felt that the intra-park uses that Terry raised are significantly different than the inter-park uses that were discussed. Commissioner Zuckerman agreed to allow Mr. Ambrose to continue the use of the cart and prepare something on paper for the next meeting, the many different uses within the park.

Commissioner Pilla mentioned that if the Board was so inclined, that the operations be delegated by the Park Director subject to the Attorney’s review. Commissioner Sack felt in fairness to Terry who requested direction and as per Mayor Pilla, that under the circumstances to delegate Terry as manager of the park, the ability to make preliminary determination as to cart usage intra-park for the snack bar and garbage and establish with Mr. Ambrose appropriate protocols that she thinks are sufficient. Commissioner Zuckerman asked Terry to let Debbie know what the proposed guidelines would be.

On motion of Commissioner Salanitro, seconded by Commissioner Sack and unanimously approved to accept the menu and uniforms as presented by Seaside Johnnies.

* * * * *

8. BEACH RAMP REPORT

Commissioner Zuckerman asked Commissioner Salanitro to give a brief update of the beach ramp Since Commissioner Salanitro had served as the point person on an earlier project to reconfigure the ramp, he is taking the lead in this instance, as well. Commissioner Salanitro reported that he had met with Engineer Dolph Rotfeld on-site to look for alternative ideas to fix the beach ramp. He solicited from Dolph Rotfeld Engineering Services to put together plans, specifications and costs estimates to move forward. Mr. Rotfeld was asked to come to the podium to discuss ideas on cost. He is currently working with the Town of Rye and the City of Rye rehabilitation of the sea walls and is familiar with the Park.

On motion of Commissioner Rosenberg, seconded by Commissioner Sack, the following Resolution was adopted:

WHEREAS, the access ramp at the main entrance to Oakland Beach is in need of repair, and

WHEREAS, the Rye Town Park Commission has solicited proposals to repair said ramp, and

WHEREAS, after reviewing different proposals to repair the ramp, the Rye Town Park Commission has determined that the proposals submitted were not satisfactory:

NOW THEREFORE, BE IT RESOLVED that the Rye Town Park Commission retains the services of Dolph Rotfeld Engineering PC, 200 White Plains Road, Tarrytown, New York 10591 to undertake the design for the repair or replacement of the ramp pursuant to the proposal attached hereto dated May 13, 2016, and

BE IT FURTHER RESOLVED that Dolph Rotfeld Engineering, PC is authorized to commence a preliminary design phase and cost estimates for a cost not to exceed twelve thousand dollars (\$12,000.00) without prior approval of the Rye Town Park Commission.

ROLL CALL

AYES: Commissioners Zuckerman, Rosenberg and Sack

NOES: None

ABSENT: Commissioners Killian and Pilla

* * * * *

9. OPERATIONS RFQ WORKSHOP

Commissioner Zuckerman thanked everyone who attended the “Community Conversation” at the beach on Sunday, May 22, 2016. Staff members were terrific and the comments were very good and constructive.

Commissioner Zuckerman took the opportunity, before the RFQs would be discussed, to give a bit of history from reading minutes and other documents. He then stated that the current RFQ process resulted in five applications to manage the entire park and one application which was Seaside Johnnies to continue to operate the Restaurant. Commissioner Zuckerman believes, as other members do, that they have a duty to review those applications, but it is apparent from comments of the Commissioners and the public over several meetings that there is little appetite or mandate to turn the management of the park over to a private entity.

Commissioner Sack said he hoped that discussions regarding the City of Rye, managing the park would continue. Commissioner Zuckerman believed that it was not necessary to have an RFQ for the City of Rye to offer a proposal to manage the park. The City of Rye, as a constituent of the park in which it is located with two Rye City Council members sitting on the Commission have every right to suggest a proposal for the city to manage the park.

Commissioner Rosenberg agreed, as he had made his position very clear several times. He mentioned that Commissioner Pilla had to leave to attend another meeting and asked him to

convey a note left read that he is not interested in any of the RFQs, but is interested in considering the City of Rye's interest to share services in park maintenance as a first step.

On motion of Commissioner Sack, seconded by Commissioner Rosenberg, the following Resolution was adopted:

WHEREAS, the Rye Town Park Commission published a Request for Qualifications (RFQ) for development, operation and maintenance of Rye Town Park in 2014, and

WHEREAS, in response to that (RFQ), the Commission only received one (1) response and after reviewing the response, decided not to pursue further conversations with that one (1) respondent, and

WHEREAS, in November 2015, the Rye Town Park Commission agreed to reissue the RFQ with submissions due to the Commission in March 2016, and

WHEREAS, the Rye Town Park Commission received six (6) submissions that were reviewed and evaluated by the Members of the Commission, and

WHEREAS, the License Agreement with Seaside Johnnies, the current operator of the restaurant at Rye Town Park, terminates on December 31, 2016:

NOW, THEREFORE, BE IT RESOLVED, that the Rye Town Park Commission shall not pursue the RFQ process for the development, operation and maintenance of Rye Town Park at the present time and will advise each respondent to the December 2015 RFQ that the Commission will take no further action on these submissions at the present time, and

BE IT FURTHER RESOLVED, that the Rye Town Park Commission shall issue a Request for Proposals ("RFP") to operate a restaurant at Rye Town Park, and

BE IT FURTHER RESOLVED, that the RFP for a restaurant shall be issued in or about June 2016 with the understanding that the Commission hopes to have a new License Agreement in place in time for the 2017 season.

ROLL CALL

AYES: Commissioners Salanitro, Rosenberg and President Zuckerman

NOES: None

ABSENT: Commissioners Killian and Pilla

* * * * *

There being no further business, on motion of Commissioner Salanitro, seconded by Commissioner Sack and unanimously approved, the meeting was adjourned at 7:50 P.M.

May 17, 2016

Respectfully submitted,

Deborah A. Resiner

Secretary to The Rye Town

Park Commission



Rye Town Park Commission Minutes
Meeting held June 21, 2016

A regular monthly meeting of the Rye Town Park Commission was held on Tuesday, June 21, 2016 in the Rye Neck School District's Community Room, 300 Hornidge Road, Mamaroneck, New York, with Commission President Gary J. Zuckerman presiding.

PRESENT: in addition to Commissioner Zuckerman were Commissioners Julie Killian and Dennis Pilla.

ALSO

PRESENT: were Town Attorney Paul Noto, Commission Secretary Deborah Reisner, Park Director Terry Fanelli and Assistant Park Director-Development William Lawyer.

ABSENT: Commissioners Joseph Sack, Benedict Salanitro, and Paul Rosenberg .

1. PLEDGE OF ALLEGIANCE

Jamie Jensen led those present in the Pledge of Allegiance. A video and an audio recorder were in use during the proceedings.

* * * * *

2. ROLL CALL

Commissioner Zuckerman called the meeting to order at 6:15 PM and asked Commission Secretary Reisner to call the roll.

* * * * *

3. ADOPTION OF MINUTES

The minutes of the May 17, 2016 monthly meeting could not be adopted because the Commissioners present did not constitute a quorum.

4. PUBLIC COMMENT

Commissioner Zuckerman invited members of the public to comment. None did.

5. CONSIDERING SCULPTURE INSTALLATION PROPOSAL

As requested at the May meeting, artist and curator Bob Clyatt of 181 Milton Road in Rye and Executive Director of the Rye Arts Center (RAC) Meg Rodriguez of 2 Stoney Crest in Rye provided more detail regarding their request for an in kind donation of a concrete pad which would be used for the installation of a monumental sculpture. They reported that they had met on site with the Park's directors and Russ Gold of the Rye Town Park Alliance to select an appropriate location. Commissioner Zuckerman said the request could not be fulfilled by the commission municipalities because none of them reported having the requisite resources. He said he would approach a contractor to have the project donated and if that isn't possible, the commission would go out to bid for the project.

6. REGARDING PROPOSED WORK BY THE BARTLET TREE CARE SERVICE

Assistant Park Director - Development Bill Lawyer reported that the tree work that is supported jointly with the Friends of Rye Town Park and the Commission will total \$13,408 this year. Further, he reported that the Friends organization had already approved the payment \$6,704. He requested approval by the commission to go ahead with the work. Since this work had already been provided for in the 2016 budget, the commission did not have to approve the work again.

7. REGARDING ENGAGEMENT OF JUDIE EISENBERG, GRANT WRITER

Judie Eisenberg, president of Proposal Pro, of 80 Theodore Friend, Rye, outlined several possible approaches to take in submitting a successful grant application for the 2016 CFA (Consolidated Federal Application) program. Her recommendation was to apply for funds to conduct a feasibility study and a community visioning process. That would enable the commission to achieve its priorities of envisioning how the park's stakeholders want to engage with the park over the long term, as well as more immediately providing the resources required to fix its leaky roofs, beach ramp and bathrooms. She explained that a planning grant would enable the Rye Town Park Commission (RTPC) to conduct an assessment of the physical plant produce shovel ready plans that would put the park administration on sound footing to prioritize and apply for grants in future years.

Commissioner Pilla observed that these are historic buildings and said he saw it as the Commission's obligation to maintain the buildings. He said creating the plans had to be done. He was in favor of pursuing the visioning plan because it entailed a community conversation and will guide the commission in what programs to do. He also saw the social benefits of creating jobs for the local community.

Commissioner Zuckerman reported this initiative also aligns with a Westchester County plan to encourage walking and biking to the waterfront district. He also observed that the Commission had recently applied for a Capstone program run by NYU/ Wagner Graduate School of Public Service. The program provides a team of graduate students who are studying public service to conduct research and planning for the park. Moreover, if the RTPC is selected, the Capstone project would both align with the CFA grant application. Commissioner Zuckerman invited public comment.

Brief Comments by the Public regarding the Grant

Jamie Jensen, of 588 Forest Avenue in Rye asked Ms. Eisenberg why this grant?

Judie Eisenberg explained that this is a standard funding source and applications to the CFA are common. She continued that the key strategy would be to organize the park's grant applications in progressive steps. This grant allows you to gain clear vision of the plans, speak to the public, and be methodical as opposed to jumping right into construction. It also builds your capacity to do larger projects, and to do it in phases. Ms. Eisenberg believed this system would work better for an inter-municipal body such as the RTPC and would work better for the residents of Rye.

Helen Grant of 3 Magnolia Place, Rye, NY 10580 asked what the likelihood was of something like this being approved.

Ms. Eisenberg replied that this is a highly competitive grant but our application would be helped because the New York State's Office of Parks, Recreation and Historic Preservation has other funded properties near-by. Moreover, that agency had already invested in the park when it provided the grant to replace the administration building roof. The goal is to illustrate how the things we want to do with this park connects to the priorities that matter to the people who will read our grant application.

Diane Horner of 129 Beach Ave. Mamaroneck, asked Ms. Eisenberg if this grant process will any new construction in the park? Will the grant preserve the park or start new construction jobs?

Ms. Eisenberg answered that that the feasibility part is only historic preservation, no new construction. But the visioning part would then be the time to consider something new. The park's stakeholders have an important role to play in that.

Russ Gold of 7 Hayward Place observed he believed it is important that everybody get involved in the process.

Commissioner Zuckerman closed this portion of the agenda by stating that we have to begin to plan. The First step is to have a plan as to what we want to do. What we want the park to look like and how we want it to function. Rather than approach the work to be done at the park in a patchwork fashion, with no plan. If the commission decides not to go through with the plan, that's a decision for the commission to make at that time.

8. Discussion of Information Technology

President Zuckerman asked Debbie Reisner to explain the problems that had been discovered in the technology infrastructure at Rye Town Park. Ms. Reisner outlined the issues that were reported in her memo sent the previous week. Commission Killian suggested that we start working on this project now, firstly to fix the issues presented now but also to prepare for next season. Commission President Zuckerman agreed and directed park staff take into action immediately.

9. Seaside Johnnies Request to Engage a Disc Jockey for July 4th Celebration

The owners of Seaside Johnnies had submitted a request tha, as in preceding years, the restaurant be permitted to engage a disc jockey to entertain patrons on July 4th. Commission President Zuckerman asks for confirmation of John Ambrose doing this in the past. Park Director Terry Fanelli confirmed that the DJ had been permitted previously and reported that neither she nor the Lifeguard Captain had a problem with it. Permission is granted by Commission President Zuckerman for the Disc Jockey at Seaside Johnnies.

10. Beach Ramp Report

President Zuckerman noted that Dolph Rotfeld and Benny Salanitro were working on a new proposal for the beach ramp.

11. Approval of Restaurant RFP

President Zuckerman noted that the RFP was ready to go out. the commissioners made several additions to the draft RFP. As there was no quorum, a vote was not taken to approve the RFP.

12. PARK MANAGEMENT REPORT

The Park Management report was presented by Park Director Terry Fanelli. The following was submitted to the commission in writing.

Rye Town Park - Management Report

Period From: - May 12 To: June 16; Next RTPC Meeting: 6/21/16

Overview –

Other than minor complaints and 1 complaint regarding the music at parties held, the staff has handled the pavilions to be reported and all. Complaints regarding the music levels at parties are being handled by constant monitoring of the level of music to be cognizant of the surrounding neighbors and people on the beach. Upon arrival, the DJ or Band are spoken to and told about the facility not being a club and if after 2 warnings to lower music levels, we will be shutting them down. Rye City Ordinance is music is to be shut down at 10PM and this is being adhered to.

Preparations for the upcoming Fourth of July weekend are in place, all schedules set, and supplies needed have been obtained and are in place.

Pavilion rentals continued to be booked, and for the month of July there are very few dates still available.

To date, all departments are on point and all are with the mindset of maintaining and keeping the park a safe, clean and enjoyable place for people to come and enjoy.

Maintenance -

We received the 2016 tree maintenance proposals from Bartlett on 5/14/16. These are divided into 4 parts. The FRTP have agreed to split the \$7,110 cost 50-50 - \$3,555 each for the first two parts. These are lower than last year (see chart).

The Pond-Lake Company got the aerators and waterfall working, but they discovered some problems with the circulator. it was repaired and re-installed 6/16. They carried out biological treatments 6/2 and 6/16.

The park's landscaper has agreed to repair the damage done by snow removal to the flowerbed at the corner of Forest and Dearborn. He said it would be done by 6/17.

In addition to the regular maintenance, the staff has repaired plumbing, carried out painting and structural repairs, painted new barrels blue for recycling cans and bottles, exterminated rodents and wasps, installed speed bumps, and repaired the stonework on the Forest Ave. pedestrian entrances.

Much of the regular maintenance is to be sure that the park is clean and in full working order when it opens at 9 a.m. This includes collecting beach and park litter, raking the beach, and cleaning up in the afternoon when needed.

We have received many positive comments about the conditions of the grounds, trees and planting beds.

Parking, Security and Safety -

On 5-19/16 the maintenance staff installed eight 18 x 24 inch smoke free zone signs at the various entrances to the park and beach. Larry Miano reports that the staff hiring is complete and all the personnel information collected. New uniforms, vests and other safety equipment have been received. He also reports that we need an additional golf cart for safe park/beach management. We had 4 incidents reported - stolen car/controlled substance, dog attacked by another dog, person fainted in SSJ restaurant and an infant was locked in a car.

8 Rangers and senior staff have been certified in CPR/First-aid/AED and Oxygen administration.

We now have a lockout kit for patrons who accidentally lock their keys in the car. We have used it twice already (pregnant woman/senior citizen).

Beach Operations - The sand was delivered and distributed along the south end of the beach, where most of the gravel accumulates. Only a few minor injuries were reported. Staffing is up to full operational level. For safety, the lifeguards are on duty from 9-6 weekdays and 9 to 7 weekends. All personnel are certified, and they are upgrading their skills. They have painted and improved their buildings.

Finances -

Luke Glockenberg reports that despite the late opening of beach season, we're doing well with permits, parking and beach admission. This is largely due to some great weekend weather in between a few rainy days. He also reports that the cashier staff is doing very good work. There were only a few complaints by non-residents about the increased fees.

Personnel - We received the RTP stainless steel water bottles 5/16 -- with plenty of time to get name labels and water jug system set up. We held the staff orientation on Sunday, May 22nd. RTPC President Gary Zuckerman and Chief-of- Staff Debbie Reisner were on hand along with the senior staff. Terry says she is very pleased with the way all the staff is working together to make operations go smoothly. A senior staff meeting was held on 6/8/16.

Programs, Permits and Fees -

All the paperwork has been completed for the 7 concerts, magic show, and outdoor movie. We will be carrying out the work for the Shakespeare production in the weeks ahead. We have already received the \$1,000 sponsorship to cover the cost.

Bill Lawyer is preparing and distributing media releases about all the events.

The NAMI and Angelman Foundation walks were held 5/21 and 5/22. All went smoothly and the weather cooperated.

The HPTC continued to hold its Monday after school training sessions. Their final session was

6/6/16. At Terry Fanelli's suggestion, we are working with a DJ to provide a Fireworks Night Disco Inferno program at the park on Friday 7/22 from 6 to 9:30 pm, weather permitting.

Park Development -

We had a good turnout for the RTP Community Conversation on 5 /14/16. As a result, we are getting much feed-back from residents regarding park issues, including overflow parking, pavilion event noise, fund-raising and tree care. The following week local residents set up a "members only" Facebook site - "Rye Town Park Alliance" - to share their ideas and information about the park.

Rye Town Park staff set up an information and permit sales booth from noon to 3:30 at the Rye Brook 34th birthday party 6/11 at Crawford Park. We got two permits and had a number of conversations with people about the park. Debbie introduced Bill to Jerry Morano, a free-lance communications consultant who lives in Rye Brook. Bill reached out to him to help promote RTP among Rye Brook residents.

Bill Lawyer, along with Debbie Reisner and Gary Zuckerman, met with Helen Gates 5/26 regarding possible capital projects and sources of funds to pay for them. One possible funding was to get a "capstone" grant to help with the RTP management issue.

Bill Lawyer and cashier supervisor Luke Glockenberg worked with Google Business to improve access to information about RTP through Google's search engine. This allows people to leave comments - all of which have been positive so far. It also provides a link to our web site home page and a link to get directions. FYI - It takes 14 minutes to get from RTP to 222 Grace Church St. by bike.

We have five memorial benches waiting to be assembled and installed at Rye Town Park.

The decorative fountain restoration project is moving along. Donor JoAnn Leon has agreed to the park's recommendation for the fountain design and plaque. We approved the plaque design/wording 6/14 and the restoration design details. The total cost will be \$2,205.

Rye artist Bob Clyatt made a presentation to the RTPC at their May meeting regarding a proposed sculpture. They were told to present a detailed request of what was needed, to see if the RTPC could provide in-kind services to cover the setup of the 12' diameter base. That information was prepared and submitted to the RTPC for discussion at the June meeting. We met /6/16 with the sculptor, members of the Rye Arts Center and RTP Alliance to determine the best location for the roughly 12 diameter/high footprint. A site was selected -- by the beach path between the north entrance and the first aid station.

Bill Lawyer and Gary Zuckerman attended a luncheon honoring the Friends of Rye Town Park at Wainwright House 5/19/16. Posters, flyers, and press releases were prepared and distributed, focusing on the many events to be held at RTP starting in June.

RTP got very good Journal News articles with photos about the park's Memorial Day weekend, and upcoming concerts.

Terry Fanelli concluded her report by observing that Port Chester would not be having July 4th fireworks this year and suggesting that in order to make room for patrons to attend the fireworks show at the park that employees park in a restricted parking area for the day. Permission was granted but for July 4th only.

Meeting Adjourned at 7:52 p.m.

Respectfully submitted,

Deborah A. Reisner

Secretary to the Rye Town Park

Commission

Rye Town Park - Management Report

Period From: - June 17 to July 14; Next RTPC Meeting: 7/19/16

Overview - With the exception of a few incidents (4 jumping the fence, who were caught, and a patron passing out on the beach), the 4th of July weekend was a success.

I would like to thank my senior staff and all employees who worked the long hours for the weekend ensuring the safety and cleanliness of the park. Everyone in every department stepped highly up to the plate working together as a team to make this happen.

FINANCIALS - Beach Income

4th of July

4 Day Weekend (Fri - Mon) July 1 - July 4, 2016	Total Revenue \$89,513
4 Days (Sun - Wed) July 3 - July 6, 2015	Total Revenue \$73,009
Variance	\$16,504 ahead of 2015

Month to Month

June 2016	Total Revenue \$258,209
June 2015	Total Revenue \$133,643
Variance	\$124,566 ahead of 2015

YTD

April 16 - June 30, 2016	Total Revenue \$428,982
April 16 - June 30, 2015	Total Revenue \$288,678
Variance	\$140,304 ahead of 2015

Maintenance - The pond contractor did a chemical treatment on 6/24 and an algae treatment on 7/11 (the latter does not require posting signs). So far the algae has been kept well under control despite the dry weather. The FRTP landscaping firm did major work on improving all the park plantings beds and the area around the pond. Bartlett completed the first two parts of their tree care work on 7/5.

The maintenance staff carried out their regular tasks - garbage collection, cleaning of public and staff bathrooms, litter collection on the beach and park, removal of dead branches, trimming trees and shrubs, recycling cardboard, watering plants, weeding, and the like.

The staff schedules were re-arranged so that garbage/recycling cleanup can now be performed in the late afternoon/early evening. Thus the beach and park are less littered in the morning.

The staff also carried out a number of repair and upgrading projects, including assembling the memorial benches, repairing path lights, park benches, bathrooms and other facilities, painting the decorative fountain, and painting/putting out extra garbage/recycling cans.

Parking, Security and Safety - A park maintenance worker was bitten by an off-leash dog. Larry Miano reports that he sent copies of police reports to Debbie Reisner. Park patrons had lots of lost keys, phones and the like. A ball playing area by the first aid station was added, with signs. Bill Lawyer reported that the no smoking sign by the Playland entrance has been removed.

Beach News - The weather was very favorable over the period -- the beach was closed for only two days. He reports that so far the beach goers have been very "civil." We had two health-related problems, one of which involved the lifeguard staff making a successful water rescue. The beach staff works with maintenance on caring for beach facilities, and they help clean up litter.

Finances - Sullivan Data Management has been selected to address the information technology and network problems here at the park, with our existing point-of-sale software vendor Allpoint remotely running our software. All the staff is working well. One ranger left and we hired an additional parking attendant. The total is now 11. Two new cashiers were added to replace people who left. Bringing the total park staff to 80 employees. The park income statistics are listed at the beginning of this report. We are looking to get the full income and expense reports to help in our fiscal management.

Programs, Permits and Fees - We added a disco night event for Friday, July 22nd in the South Pavilion. Several different yoga instructors contacted us regarding offering programs for a fee. Despite some concerns about the weather, the first four concerts were held under dry conditions. The DEC completed its field inventory of nesting shore birds on June 22nd. The Rye Free Reading Room Storytimes program started on July 5, with about 16 people. The second one had over 40 people. We had to postpone the magic and movie night to the rain date of July 21st, due to the threat of thunderstorms.

The Alzheimer's Association is looking to hold a "Subzero Heroes Polar Plunge" event next February. We will work with them to develop this fund-raising project.

Park Development -

We got good publicity in the local media regarding our summer events. We send out releases about all events 3-4 weeks in advance of the program dates. The Journal News ran articles about the beach the entire holiday weekend. The Rye Record and Westmore News were particularly helpful.

The Rye Free Reading Room sent out publicity regarding the Storytimes programs at Rye Town Park. Bill Lawyer took photos for the Town newsletter at the first session on July 5th.

Bill had a long discussion with Rye Brook resident Jerry Marano 7/6 about developing a campaign to encourage more Rye Brook residents to use the park. He offered to identify some people who are already doing so, and use them in a public service announcement - type video that could be used on the Rye Brook web site and Facebook.

Work was completed on restoration of the decorative fountain, with a gift from JoAnn Leon. Helen Gates volunteered to work with the Friends of Rye Town Park to get funds from the Westchester Triathlon charity program. This year they will be donating \$500 to FRTP.

We are receiving inquiries about people donating funds to get more memorial benches - these are being handled by FRTP.

A number of FRTP, Rye Sustainability Committee and RTP Alliance people are discussing the idea of installing some bat roosting boxes at the park, after reading a New York Times article about parks doing it on Staten Island and Long Island. We are collecting information before moving forward. Bats are very helpful in keeping the insect population controlled.

The bird boxes installed around the pond a few years back have been very helpful in attracting swallows - also insect eaters.

Debbie Reisner notified us that Lou Larizza, a local builder, expressed interest in donating the labor and materials to build the base for outdoor sculptures at RTP. Bob Clyatt and sculptor Damien Vera met with Lou 7/14 at the site.



Rye Town Park
95 Dearborn Ave.
Rye, NY 10580
914 967-0965

Grant Preparation and Application

RESOLUTION

On motion of _____, seconded by _____
the following Resolution was adopted:

WHEREAS, the Rye Town Park Commission has identified a need for assistance with grant writing and securing funding opportunities for Rye Town Park projects.

NOW, THEREFORE, BE IT RESOLVED that the Rye Town Park Commission shall retain the services of Judie Eisenberg, President of Proposal PRO to work with the Rye Town Park Commission on the Rye Town Park Bathing Complex and Oakland Beach feasibility study; and

BE IT FURTHER RESOLVED that the study shall include all of the items attached hereto on the Two Page Briefing; and

BE IT FURTHER RESOLVED that Proposal PRO shall work for the Rye Town Park Commission from June through December of 2016 at the rate of \$75.00 per hour not to exceed \$10,000.000 during the term of this agreement; and

BE IT FURTHER RESOLVED that Rye Town Park Commission President, Gary Zuckerman, is hereby authorized to execute any agreement and/or documents necessary to effectuate this Resolution.

ROLL CALL:

AYES:

NOES:

Dated: JULY ____, 2016

Two-Page Briefing on Proposed Consolidated Funding Application Proposal, 7-15-2016

Project Title:	Rye Town Park Commission, Feasibility Study, Rye Town Beach-Bathing Complex & Oakland Beach, CFA #65678
Grant Due:	Friday, July 29, 2016 at 4 p.m.
Applicant:	Rye Town Park Commission
Amount:	An estimated, not-to-exceed \$200,000 (pending architect's budget) 50% (\$ for \$) reimbursable matching grant The grant allows up to 12 months to secure match funding (e.g., bonding)
Description:	<p>Numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated “cost to cure” of over \$14 million. Except for a roof replacement to the Bathing Pavilion (2006-2011), no restoration or preservation work has been performed on the historic structures in the park since its historic designation in 2003.</p> <p>There is an urgent need to assess threats and plan for repair and preservation at Rye Town Park. Constant exposure to salt air, severe storms and missing roof tiles have created masonry cracks, mold, and falling plaster on several of the historic buildings. The Bathing Pavilion's upper floors are unusable because of holes in the floor large enough to fall through. The ramp to the beach has already been the subject of a lawsuit. The north bath house ceiling collapsed in July, and the south bath house is also at risk because of missing tiles that allow water into the building.</p> <p>The Rye Town Park Commission is requesting a one-year planning grant of about \$200,000 to perform a Feasibility Study. An analysis of conditions, uses, approaches and costs intended to prioritize and prepare shovel-ready projects for the site's historic preservation and safe use, the Feasibility Study includes:</p> <p>(1) The first Historic Resources Survey of all the buildings in Rye Town Park since the property was listed on the National and State Registers of Historic Places. From April to October, 2017, preservation architects and engineers will collect documentary, graphic, and physical information about a property's history and existing condition, and consider the most appropriate approach to treatment. A report, to be issued by December 2017, will serve as an important guide for all changes made to a historic property during a project - repair, rehabilitation, or restoration - and can provide information for maintenance procedures. The report will recommend phasing for future preservation construction, and recommend priority projects.</p> <p>(2) A Community Visioning exercise will build upon earlier community conversations around the use of the underutilized Bathing Pavilion (i.e., Administration Building) and will enable Rye Town Park to align with, and leverage, other plans affecting the Rye Waterfront Recreation District: an approximately \$60 million public-private investment in Playland Amusement Park and a \$2.7 million bike / walk pathway connecting downtown Rye and the train station to the waterfront. Planning consultants will begin their work in May 2017 by researching solutions employed in other communities facing similar problems, engagement of stakeholders,</p>

	<p>and a community-wide exercises and guided conversations intended to brainstorm uses and priorities. This effort will result in a written report and recommendations released in September 2017 for use of the Bathing Pavilion and uses for the park as a whole.</p> <p>(3) Environmental and archeological reviews will be performed from January to March 2018, and will serve to ensure that the site is shovel-ready for future preservation projects.</p> <p>The proposed Feasibility Study enables the Rye Town Park Commission take proactive and much-needed action to examine the park in its entirety and to conduct much needed community and preservation planning. This work will ensure that the park is safe, sound, structurally secure and sustainable into the future as a historically significant recreational asset for the community and the Region - even as investments elsewhere along the Rye Waterfront Recreational District begin to attract increasing numbers of visitors to the area.</p> <p>Further, work to preserve and ensure the safety of the site ensures the continuation of local jobs at the park, including CWEP and entry-level jobs that provide needed skills training and work experience for local youth, persons transitioning from welfare and other low-skill and hard-to-place workers.</p>
<p>Evolution of Proposal</p>	<ul style="list-style-type: none"> • Discussions with architects and engineers: Lisa Easton about preservation; Gary Gianfrancesco about ADA bathrooms; and Dolph Rotfield, about the ADA ramp to the beach. • Met with Marsha Gordon of the Westchester Business Council and Meghan Taylor of the Empire State Development Corporation, who will be evaluating proposals. • Had several conversations with Erin Drost, the Parks evaluator. • Collected background information: Master Plans, Maps, Deeds, the historic application, past feasibility studies - organized electronic "proposal ready" files • Conducted sites visits and collected conditions photos. • There was consensus that a feasibility plan that covered all of the structures in the park - an assessment that has never before been performed - would be the best strategy - moving forward much in the same manner as Friends of Rye Town Park's successful approach (e.g. Master Plan, incremental improvements). • The plan from here, if awarded, would be to create fundable phases of work and move forward incrementally to make needed repairs. • ADA repairs (bathrooms, ramps) were each estimated at \$100,000-\$175,000, which made them too big to include in a planning grant (Parks advised they would accept this as a "small portion" of the grant only.) • Feasibility Study - including community engagement - provides a means to come together to discuss uses and priority projects and create a community vision for the park that intentionally considers the impact of investments at Playland and in the new bike pathway. • Provides funding for environmental and historic reviews that will make construction projects "shovel ready" and thus more competitive for future funding.

RESOLUTION

On motion of Commissioner , seconded by Commissioner , the following Resolution was adopted:

WHEREAS, numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated "cost to cure" of over fourteen million dollars (\$14,000,000.00) and

WHEREAS, the only capital investment in the Park in the past 10 years involved one million two hundred thousand dollars (\$1,200,000.00) in roof repairs in 2006 (partially financed with funds from New York State's Office of Parks, Recreation and Historic Preservation), and

WHEREAS, New York State's Office of Parks, Recreation and Historic Preservation is now offering matching grants of up to five hundred thousand dollars (\$500,000.00) under its Environmental Protection Fund Grants Program for the restoration of parks and historic structures with a deadline of July 29, 2016, and

WHEREAS, the management of Rye Town Park is the responsibility of the Rye Town Park Commission and the Commission would be the applicant for this matching grant, and

WHEREAS, the Rye Town Park Commission is developing a grant application in the amount of approximately \$200,000.00 to (1) engage in a community planning process to identify the needs of the Park, possible uses, and the impact of any capital improvements on the Park and the community and (2) study the conditions, costs and approaches to the preservation of structures in Rye Town Park resulting in a priority list of shovel-ready projects that are consistent with the outcomes of the community planning process;

NOW THEREFORE BE IT RESOLVED, that the Rye Town Park Commission approves the submission of a Consolidated Funding Application to the New York State Office of Parks, Recreation and Historic Preservation to provide a Master Plan for the future of Rye Town Park.

ROLL CALL

AYES:

NOES:

ABSENT:

Dated: July 19, 2016

Two-Page Briefing on Proposed Consolidated Funding Application Proposal, 7-15-2016

Project Title:	Rye Town Park Commission, Feasibility Study, Rye Town Beach-Bathing Complex & Oakland Beach, CFA #65678
Grant Due:	Friday, July 29, 2016 at 4 p.m.
Applicant:	Rye Town Park Commission
Amount:	An estimated, not-to-exceed \$200,000 (pending architect's budget) 50% (\$ for \$) reimbursable matching grant The grant allows up to 12 months to secure match funding (e.g., bonding)
Description:	<p>Numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated “cost to cure” of over \$14 million. Except for a roof replacement to the Bathing Pavilion (2006-2011), no restoration or preservation work has been performed on the historic structures in the park since its historic designation in 2003.</p> <p>There is an urgent need to assess threats and plan for repair and preservation at Rye Town Park. Constant exposure to salt air, severe storms and missing roof tiles have created masonry cracks, mold, and falling plaster on several of the historic buildings. The Bathing Pavilion's upper floors are unusable because of holes in the floor large enough to fall through. The ramp to the beach has already been the subject of a lawsuit. The north bath house ceiling collapsed in July, and the south bath house is also at risk because of missing tiles that allow water into the building.</p> <p>The Rye Town Park Commission is requesting a one-year planning grant of about \$200,000 to perform a Feasibility Study. An analysis of conditions, uses, approaches and costs intended to prioritize and prepare shovel-ready projects for the site's historic preservation and safe use, the Feasibility Study includes:</p> <p>(1) The first Historic Resources Survey of all the buildings in Rye Town Park since the property was listed on the National and State Registers of Historic Places. From April to October, 2017, preservation architects and engineers will collect documentary, graphic, and physical information about a property's history and existing condition, and consider the most appropriate approach to treatment. A report, to be issued by December 2017, will serve as an important guide for all changes made to a historic property during a project - repair, rehabilitation, or restoration - and can provide information for maintenance procedures. The report will recommend phasing for future preservation construction, and recommend priority projects.</p> <p>(2) A Community Visioning exercise will build upon earlier community conversations around the use of the underutilized Bathing Pavilion (i.e., Administration Building) and will enable Rye Town Park to align with, and leverage, other plans affecting the Rye Waterfront Recreation District: an approximately \$60 million public-private investment in Playland Amusement Park and a \$2.7 million bike / walk pathway connecting downtown Rye and the train station to the waterfront. Planning consultants will begin their work in May 2017 by researching solutions employed in other communities facing similar problems, engagement of stakeholders, and a community-wide exercises and guided conversations intended to brainstorm uses and priorities. This effort will result in a written report and recommendations released in September 2017 for use of the Bathing Pavilion and</p>

	<p>uses for the park as a whole.</p> <p>(3) Environmental and archeological reviews will be performed from January to March 2018, and will serve to ensure that the site is shovel-ready for future preservation projects.</p> <p>The proposed Feasibility Study enables the Rye Town Park Commission take proactive and much-needed action to examine the park in its entirety and to conduct much needed community and preservation planning. This work will ensure that the park is safe, sound, structurally secure and sustainable into the future as a historically significant recreational asset for the community and the Region - even as investments elsewhere along the Rye Waterfront Recreational District begin to attract increasing numbers of visitors to the area.</p> <p>Further, work to preserve and ensure the safety of the site ensures the continuation of local jobs at the park, including CWEP and entry-level jobs that provide needed skills training and work experience for local youth, persons transitioning from welfare and other low-skill and hard-to-place workers.</p>
<p>Evolution of Proposal</p>	<ul style="list-style-type: none"> • Discussions with architects and engineers: Lisa Easton about preservation; Gary Gianfrancesco about ADA bathrooms; and Dolph Rotfield, about the ADA ramp to the beach. • Met with Marsha Gordon of the Westchester Business Council and Meghan Taylor of the Empire State Development Corporation, who will be evaluating proposals. • Had several conversations with Erin Drost, the Parks evaluator. • Collected background information: Master Plans, Maps, Deeds, the historic application, past feasibility studies - organized electronic "proposal ready" files • Conducted sites visits and collected conditions photos. • There was consensus that a feasibility plan that covered all of the structures in the park - an assessment that has never before been performed - would be the best strategy - moving forward much in the same manner as Friends of Rye Town Park's successful approach (e.g. Master Plan, incremental improvements). • The plan from here, if awarded, would be to create fundable phases of work and move forward incrementally to make needed repairs. • ADA repairs (bathrooms, ramps) were each estimated at \$100,000-\$175,000, which made them too big to include in a planning grant (Parks advised they would accept this as a "small portion" of the grant only.) • Feasibility Study - including community engagement - provides a means to come together to discuss uses and priority projects and create a community vision for the park that intentionally considers the impact of investments at Playland and in the new bike pathway. • Provides funding for environmental and historic reviews that will make construction projects "shovel ready" and thus more competitive for future funding.

Judie Eisenberg, Grant Professional Certified (GPC)

My passion is to connect smart, savvy professionals with the resources they need to solve critical problems for those they serve.

I came to grant writing and program planning after career turns in journalism, Government affairs and business. While I didn't set out to be a grant writer, in the end I could not have prepared myself better for what I do today. In finding effective approaches, speaking the language of Government, and planning programs that contain the seeds for future growth, I help my nonprofit and Government clients become effective problem-solvers and solution-providers.

I've worked for Government agencies, including Westchester County Department of Social Services, Westchester County Workforce Investment Board, NYC Department of Education, NYS Department of Sanitation, and ServeMinnesota, and for leading nonprofits, including the YMCA of Greater New York, YWCA-NYC, United Ways across the country, and community action programs.

Experience

1995-Present

President, Proposal Pro, Inc.

#ProposalPro #WinGrants @ProposalPro

GRANT WRITING (recent highlights)

\$9.9 million from the U.S. Department of Labor (DOL) to the County of Westchester, NY, to train long-term unemployed persons for jobs in the Hudson Valley's high-growth health care industry. The proposal, written for the USDOL *Ready to Work* solicitation, has been implemented as "Jobs Waiting."

\$3.9 million over three years from the U.S. Corporation of National and Community Service to the ServeMinnesota Action Network. With this funding, 330 Reading Corps tutors will work to improve the literacy skills of nearly 5,000 children age 3 to grade 3.

\$7 million over four years from the U.S. Department of Veterans Affairs to the Westchester Community Opportunity Corps (WestCOP), to provide Supportive Services for Veterans' Families who are low-income and at-risk of homelessness in the Hudson Valley.

\$2.2 million from the NYC Department of Education to Bronx House, a community center in the northeast Bronx, to fund full-day Universal PreK in two locations.

\$1.1 million from the U.S. Department of Labor to the YMCA of Greater New York to implement YouthBuild, a program that provides educational and vocational training and job placement for youth who are neither employed nor in school. This Queens-based program was the only YouthBuild program funded in NYS in that funding cycle.

\$1.15 million for a NYS Career Pathways II grant from NYS Office of Temporary and Disability Assistance (OTDA). Grantee WestCOP is using the funds to provide job training and placement to low-income individuals throughout the Hudson Valley.

\$1 million for a NYS Wage Subsidies grant from NYS OTDA. Grantee WestCOP is using the funds to incentivize employers to hire hard-to-employ workers.

\$829,046 from the USDOL to launch a YouthBuild program in Westchester County. This program assisted youth in Mount Vernon and Peekskill who were neither in school nor working to complete their secondary degree, receive training and work experience leading to certification in construction skills, and be placed in college and / or employment.

\$359,460 over three years from the U.S. Corporation for National and Community Service to Minnesota Opportunity Corps. This funding will support the placement of 30 Employment Navigators in disadvantaged communities in the Twin Cities, where they will deliver a proven program of assessments, career coaching, referrals, and placement in training and employment to over 2,000 participants.

\$525,000 from the NYS Department of State to client Neighbors Link over three years to provide ESOL classes and supplemental instruction, entrepreneurial workshops, legal consultation, naturalization application assistance, financial literacy workshops and computer literacy trainings to New Americans across Westchester County. This is the organization's first competitive state contract award.

\$250,000 from Target Corporation to a consortium of United Ways (i.e., Greater Twin Cities, Central Maryland, and National Capital Area) under the inaugural Youth Wellness Grant competition. These United Ways will replicate the *Fun, Fly, Fit* program in three states. As a result, more than 150 youth in Title I schools will improve what they eat, how they exercise, and what they know about wellness. The grant has an optional 2-year renewal.

\$239,715 from the U.S. Corporation of National and Community Service to ServeMinnesota for a Volunteer Generation Fund to expand the Service Enterprise Initiative across Minnesota, thus building statewide capacity to engage and retain high-skilled volunteers.

CONSULTING

Designing RFPs & Rubrics

- Developed *The Creation of Evidence-Based Medical Standards RFP* for the NYC Department of Sanitation, Health Care Facility (2015-2016).
- Advised Greater Twin Cities United Way in re-conceptualizing their \$30 million Safety Net funding portfolio to improve the coordination and community impact of funded programs and services (2015).
- Designed Greater Twin Cities United Way's first RFP to support the acceleration of Culturally-Specific Organizations in Minnesota (2015).

- Advised Greater Twin Cities United Way in redesigning the RFP process for their \$50 million Education portfolio to better reflect their goals and improve the quality of the applications received (2014).
- Advised ServeMinnesota, the agency that administers Federal AmeriCorps funding in the state, in redesigning their RFP process (2014).

Coaching Grant Writers

- Coached two staff members of the ServeMinnesota Development Department and led weekly team copy editing meetings for six months.

Pre-Submission Proposal Reviews

PREVIOUS EMPLOYMENT

1995-1997

Reporter, Gannett Westchester (NY) Newspapers

Developed story ideas and contacts. Met daily deadlines covering education, police, municipal and general assignment work. Awarded Gannett's "Mighty Pen" distinction for writing.

1988-1995

Communications Director, K. Zamechansky & Associates

Created and implemented communications and Government / community relations campaigns for real estate developers, construction firms and small business clients. Provided technical assistance and minority certification under a grant from the New York State Urban Development Corporation (now the Empire State Development Corporation). Created lobbying briefings, white papers, proposals, presentations and other communications to the Government.

1987-1988

Account Executive, Paul Buiar Associates, Inc.

Researched and implemented lobbying, advocacy and public affairs programs for Philip Morris (now Altria), Tuscan Dairy and Consolidated Edison of New York.

1985-1987

Features Editor, The (Hudson County, N.J.) Dispatch

Led the team that launched a daily features section as part of the Dispatch's redesign.

1983-1985

Associate Editor, Hagedorn Communications

Reported and edited articles. Covered community, Government, police and education news for the weekly *Bronx News*.

Education

Present	John Jay College of Criminal Justice, CUNY M.A., Criminal Justice (Expected 2018)
1983	State University of New York at Albany B.A. English, Magna Cum Laude

Professional Development

2014	Results Based Accountability Mark Friedman, Fiscal Policy Studies Institute
2014	Questionnaire Design for Social Surveys Drs. Frederick Conrad and Frauke Kreuter, University of Michigan via Coursera
2013	Leading Strategic Innovation in Organizations Dr. David Owens, Vanderbilt University via Coursera

Licenses & Certifications

Grants Professional Certification (GPC), Grants Professional Certification Institute (since 2013)
Woman-owned Business Enterprise (WBE), NYC Small Business Services
WBE, County of Westchester

Membership & Leadership

Grant Professionals of the Lower Hudson Valley, Website Chair
Grants Professional Association, Member, Publications Committee / Peer Review
Grant Professionals Certification Institute (GPCI), Member, Screening Committee
Association for Strategic Planning, Member, Nonprofit Community of Practice
Association of Development Officers, Associate Member

Date: November 25, 2013

Name: Judie Eisenberg

Address: Pelham, NY

Grant Professionals Certification Institute (GPCI)

1333 Meadowlark Lane, Suite 105

Kansas City, KS 66102

**CERTIFICATION OF THE COMPLETION OF THE
GRANT PROFESSIONAL CERTIFICATION (GPC)**

ID #: 594408 Issued: 11/1/2013

The person named herein has successfully completed the Grant Professional Certification and has met the requirement of Grant Professionals Certification Institute.

Congratulations! You have obtained the Grant Professional Certification and completed the requirements to work as a GPC practitioner.

The Grant Professional Certification (GPC) is designed to identify individuals with broad-based knowledge and real-world experience in the field of grantsmanship. The GPC will provide widely recognized affirmation of the GPC practitioner as a person of integrity whose broad interest is in building social capital, and helping guide less knowledgeable stakeholders to become truly professional and altruistic practitioners.

This embossed letter is your official notification of certification. Should you need to provide proof of certification, only this embossed letter will be accepted. Copies of this embossed letter or the certificate enclosed will not be considered proof of certification. Should you need another letter, please send your request in writing to the address above. Please include your full name, GPC ID number, and approximate date of testing.

Enclosed is a framed certificate should you wish to display acknowledgement of your achievement. You are encouraged to use the initials "GPC" after your name, for example, Lisa Smith, GPC. Once again, congratulations on this wonderful accomplishment.

Sincerely,



Amanda Day

President

Grant Professionals Certification Institute

1333 Meadowlark Lane, Suite 105, Kansas City, Kansas 66102

(913) 788-3000-Phone * (913) 788-3398-Fax

admin@grantcredential.org E-mail * www.grantcredential.org



Division of Economic and Financial (DEFO)
Minority and Women-owned Business (M/WBE) Program

**CONTINUING CERTIFICATION
AFFIRMATION**

INSTRUCTIONS: Please read carefully before completing the form below:
ALL INFORMATION WILL BE KEPT CONFIDENTIAL. YOU MUST PROVIDE PROPER DOCUMENTATION FOR ANY CHANGE.

- I. For Questions 1-12, AND 14: Please confirm that your company information printed is correct. If incorrect, please update the information in the white space provided.
- II. For Question 2: Please provide Federal Tax Id.
- III. For Question 13: Please provide a legible HAND or TYPE-WRITTEN response
- IV. For Question 15: Please indicate whether there have been any **MATERIAL CHANGES** in your company by checking the appropriate box

Certification Date: 08/24/2012		Expiration Date: 08/31/2017	
1. FMS Vendor ID#: 0001914042		2. Federal Tax ID/SSN #: xx-xxx7820 134197820	
3. Business Name: Proposal Pro, Inc.			
4. B.A ("Doing Business As") Name:			
5. Business Address:	409 Sixth Avenue Pelham, NY 10803-1252		
6. Mailing Address:	409 Sixth Avenue Pelham, NY 10803-1252		
7. Business Phone: (914) 633-3352	8. Business Fax: (888) 88-1-1061 881	9. Business Website: http://www.proposalpro.com	
10. Name/Title of Authorized Company Contact: Judie Eisenberg, President			
11. Contact Phone Number: (914) 633-3352		12. Contact Email Address: judie@proposalpro.com	
13. Gross Receipts for <u>your</u> last fiscal year, excluding current fiscal year: Fiscal Year Ending: 2013 \$202,252.35/1XX		14. Number of Employees: (if necessary, average over the past year) Permanent: ① Temporary: ② Full-Time 1 Full-Time 0 Part-Time 0 Part-Time 0	
15. Please check one below:			
<input checked="" type="checkbox"/> There have been <u>NO</u> changes in firm's ownership, operations, and/or management and <u>NO</u> material change in the information provided in the Standard Application package.			
<input type="checkbox"/> There have been changes in firm's ownership, operations, management, or other material change(s) in the information provided in the Standard Application package. (Please explain the change(s) on an attached sheet of company letterhead and provide supporting document(s) for each change.)			
CERTIFICATION RULES REQUIRE ANNUAL VERIFICATION OF COMPANY INFORMATION IN ORDER FOR THE BUSINESS TO REMAIN CERTIFIED			
The undersigned (eligible owner) affirms that the preceding statements are true to the best of his or her knowledge.			
Name/Title: JUDIE EISENBERG	Signature: <i>Judith Eisenberg</i>		Date: 7-25-14
Please submit the completed form and any required documents to: NYC Department of Small Business Services, Division of Economic and Financial (DEFO), 110 William Street, New York, NY 10038 or email to mwbe@sbs.nyc.gov .			
Questions ? Call the Certification Helpline at 212-513-6311 or email mwbe@sbs.nyc.gov			

**Rye Town Park Commission
Feasibility Study, Rye Town Beach-Bathing Complex & Oakland Beach
CFA #65678**

Q_2366

How does your project align with the Regional Economic Development Council's Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at <http://www.nyscfaprojectdata.ny.gov/>) Describe how the proposed project advances the REDC/URI plan for the region, specifically linking the project to the region's goals, strategies and targeted industry clusters. A response to this section should directly and specifically link the project to a section or sections of the REDC / URI plan for the region. (845 of 850)

The planning project aligns with the Mid-Hudson Regional Economic Development Council (MHEDC) core strategy of **#Grow Natural Resources**, and supports making the Mid-Hudson Region a vital, attractive place to **LIVE** and **PLAY** for residents and businesses. It acknowledges Rye Town Park's history and appeal as a Regional tourism attraction that draws visitors from across Westchester, the Bronx and Connecticut and earned nearly \$1 million in tourism revenue in 2015. It will engage the community in envisioning a future that expands access to underutilized facilities, explores year-round uses, and coordinates with other plans, including the walk/bike pathway to connect downtown Rye to the waterfront. This project is a critical first step toward preserving historic recreational assets that symbolize and embody Rye's unique character and appeal.

Q_4199

Please select the primary sector or characterization that best defines this project. Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development, Business Development, Technology Commercialization

Tourism / Travel

Q_4198

Please select the secondary sector or characterization that best defines this project. Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development, Business Development, Technology Commercialization

Infrastructure

Q_3656

Is the project included in a NY Rising Community Reconstruction Program plan or a NY Rising Countywide Resiliency Plan?

No

Q_3744

If the project is included in a NY Rising Community Reconstruction Program plan or a NY Rising Countywide Resiliency Plan, please indicate the planning committee name, project name, and location.

NA

Q_3762

Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State? (846 of 850)

Rye Town Park provides passive recreation and waterfront access for Town residents living in poverty (10% of households in the Town, 14.5% in the Town's Village of Port Chester), a growing senior population (forecast to rise from 13% to 16.1% by 2020) and to visitors from across Westchester, the Bronx, and Connecticut. The park is among the few places in Westchester to allow waterfront access without a county park pass, a use that was built into its design. Per its National Register of Historic Places application: "Augustus M. Halstead, a major landowner, developed part of his waterfront estate as a summer colony for the less affluent." The park offers over 100 summer jobs for youth and adults with limited skills training, thus providing entry-level work experience that helps to eliminate barriers to inclusion in NYS's economic life.

Q_3763

How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors). (843 of 850)

Our project supports Opportunity Agenda strategies by placing the Town's low-income residents in jobs and Community Work Experience Program (CWEP) positions in maintenance and landscaping at Rye Town Park. Partner Westhab recruits Town residents who are transitioning from public assistance for CWEP and supports them with case management, referrals, adult basic education, soft skills training and connection to certification and degree programs. Park staff supervise their day-to-day work. This partnership is intended to maximize the ability of the Town's low-income residents to gain entry-level skills and work experience. Further, Rye Town Park offers over 100 summer jobs for youth and adults with limited skills training, thus providing entry-level work experience that helps to eliminate barriers to inclusion in NYS's economic life.

Q_3764

How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan? (837 of 850)

The proposed Feasibility Study is a critical first step to preserving the Rye Town Park's infrastructure and historic buildings. It will result in plans for construction that could create up to 100 jobs directly or indirectly, in addition to the 100 jobs now in the park, or 200 total. Westhab will partner to support persons transitioning from welfare into CWEP positions at the park. These workers will perform grounds maintenance work, an in-demand occupation for which the US Bureau of Labor Statistics predicts average or better growth (6%) through 2024. The planning project seeks to ensure that Rye Town Park achieves parity in preservation, soundness and safety to other tourism assets in the Rye Waterfront

Recreation District - ensuring the waterfront remains key to Rye's character and appeal to residents and businesses.

**220 jobs to be created, using multipliers (2.24 for construction) - still pending confirmation of the formula*

Source: " accounting for \$1.5 billion in wages." NYSDOL, 2015.

Q_4200

Does your project provide opportunities for Veterans? to participate in the workforce, or improve services to the Veterans? and military families in New York? Y/N

Yes

Q_4201

If Yes, please explain how your project impacts the Veterans? and military families in New York. (750)

There are 1,419 veterans living in the Town of Rye who may be eligible for a veteran preference in hiring at Rye Town Park.

Source: U.S. Census Quick Facts 2014.

Q_6048

Does your project advance downtown revitalization? Y/N

No

Q_6047

If Yes, please detail how it will attract and retain residents, visitors and businesses and transform neighborhoods. (600)

NA

Q_575

Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

(1,995 of 2000)

The proposed Feasibility Study will include a Historical Resource Survey, environmental and historic reviews, and a community visioning exercise to determine uses for the historic Bathing Pavilion and explore year-round use of the park and all its structures.

Rye Town Park is situated on 28.1 acres of rolling waterfront terrain and is known for its breathtaking views of the Long Island Sound, its pastoral setting and Spanish Mission Style buildings. The park is bounded to the north by Rye Beach Avenue, to the south by Dearborn Avenue, to the west by Forest Avenue, and to the east by the publicly accessible 34.5 acre Oakland Beach.

The project will enable preservation architects and engineers to conduct a Historical Resource Survey, examine conditions and make recommendations for needed repairs and historic preservation. This will be the first survey of all 17 structures at the site since its listing on the National and State Registers of Historic Places in 2003. The site will undergo SEQRA, SHP review and an Archeological Survey during

the project. Planning consultants will lead the community through a visioning exercise to determine uses to maximize the site's potential and sustainability while protecting it from over-development.

The timing of this request enables the Rye Town Park Commission to leverage significant investments along the waterfront, including nearly \$60 million in planned investments in Playland Amusement Park and \$2.7 million for a Pathway linking to downtown Rye and the Rye train station, and achieve parity in preservation, soundness and safety to the other tourism assets in the Rye Waterfront Recreation District.

The project will result in a priority list of preservation projects with cost estimates, a phased plan for construction, and completion of environmental and historic reviews that will serve to make ensuing construction projects shovel-ready. The report also would contain recommendations for uses for the historic Bathing Pavilion and the park as whole.

Note:

SEQRA - State Environmental Quality Review Act

Q_976

Statement of Need (842 of 850)

Numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated "cost to cure" of over \$14 million. Except for the Bathing Pavilion roof replacement (2006-2011), no restoration and minimal repair work has been done. Constant exposure to salt air, severe storms and missing roof tiles have created masonry cracks, mold and other hazards. The Bathing Pavilion's upper floors are unusable because of holes in the floor large enough to fall through. The ramp to the beach has been the subject of a lawsuit. The north bath house ceiling collapsed in July, and the south bath house also is at risk. Town officials have expressed concerns that the park's historic structures are just one major storm away from falling down into the Sound.

Q_930

**Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, government efficiency or consolidation etc. The REDC and URIs are designed to support projects that will help transform the region's economy. Applicants seeking these resources should explain why the project is a priority for the region. Providing details on the impact of the project such as the ability to create net new high-paying jobs, the extent of private sector support, the impact it has on the community, and how the project will advance, in a meaningful way, the implementation of REDC /URI plans, will help the REDCs and state during review.
(829 of 850)**

This work supports a core MHREDC strategy, #Grow Natural Resources, with planning to ensure that the park is safe, sound, structurally secure and sustainable into the future as a historically significant recreational asset that makes this community a great place to Live, Work and Play. Rye Town Park already is enjoyed by nearly 70,000 people each year who visit from across Westchester, the Bronx and Connecticut to relax in the park, swim in the water, dine on the beach, enjoy arts & culture, walk their dog, or jog on the boardwalk. Rye Town Park is an anchor in the Rye Waterfront Recreation District, which generates significant economic benefit to the region, and is expected to attract increasing numbers of visitors to the area. Rye Town Park alone generated \$1 million in revenue in 2015, and employed 100 persons.

Source: " enjoyed by nearly 70,000." Assuming an average of 1.5 people per car (as determined by parking unit sales), we had 67,000 visitors in 2015. This is not counting patrons who walked to the park from the community or from Playland.

Source: 2016 Long Island Sound Study, longislansoundstudy.net

Source: "A 2001 report from" referenced in NYS OPRHP Statewide Comprehensive Outdoor Recreation Plan, 2014 - 2019.

Q_929

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications) (150)

NA

Q_975

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications) (850)

We estimate that the project will begin April 1, 2017 and extend for one year, until March 31, 2018.

*to be confirmed

Q_580

Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA". (400)

SEQRA, state historic preservation review and ground disturbance/ archeological survey will be undertaken during the Feasibility Study.

*can we put dates to this?

Q_2364

What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable). (400)

These are to be completed during the project term.

Q_1054

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision). (850)

NA

Q_2362

If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas) (400)

NA

Q_4160

For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

(794 of 5,000)

Although the Rye Town Park Commission is exploring the requirements of multiple funding sources to commence the Feasibility Plan project, including the National Trust, NYS Council on the Arts, and the Preservation League of NYS, funding from the state through this CFA process will provide urgently-needed capital as a catalyst for long-overdue planning and preservation work.

The recession (2007-2009) , the property tax cap (2011), and other pressing municipal concerns limited the Rye Town Park Commission's ability to invest in preservation at the park. Given the deterioration of the property, its continual exposure to salt air and changes in temperature, and its longstanding neglect, the timing of the CFA grant presents an unparalleled opportunity to protect this vital Regional resource now, and an opportunity to do so holistically, and with community input.

The Town and City of Rye have the authority to bond on behalf of the Rye Town Park Commission, and will do so as needed to provide match funding for the Feasibility Study and match and / or project funding for the subsequent , and construction projects.

Q_6037

**Provide the project location census tract number and county; if project spans multiple locations, list all census tracts affected.
(58 of 100)**

The site is located in Westchester County Census Tract 76.

Q_5850

If your project addresses opportunities for outdoor recreation, identify area(s) of principal benefit: Choice Options: Park day use, Swimming, Biking, Golfing, Court Games, Field Games, Walking/Jogging, Camping, Fishing, Boating, Downhill skiing and snowboarding, Snowmobiling, Winter activities, Other

Park Day Use
Swimming
Biking
Walking / Jogging
Other

Q_5834

**In a detailed PROJECT NARRATIVE, describe the work to be accomplished by this project, including component steps and approximate timeline. Describe how the proposed work is appropriate and will be accomplished according to accepted professional standards.
(3,651 of 5000)**

The Feasibility Study is an analysis of conditions, uses, approaches and costs intended to prioritize and prepare shovel-ready projects for the site's historic preservation and ADA compliance. This study includes:

(1) The first Historic Resources Survey of all the buildings in Rye Town Park since the property was listed on the National and State Registers of Historic Places in 2003. The purpose of conducting a Historic Resources Survey is to gather the information needed to plan for the wise use of historic resources, and to preserve and extend their lives. This survey will update a conditions reports and a subsequent updates created in 2003, 2004 and 2011, prioritize projects, and recommend a phased plan for restoration.

From April to October, 2017, preservation architects and engineers will undertake a Historic Resources Survey, which provides documentary, graphic, and physical information about a property's history and existing condition. Broadly recognized as an effective part of preservation planning, the survey also will address community goals for the use or re-use of the property. It provides a thoughtfully considered argument for selecting the most appropriate approach to treatment, prior to the commencement of work, and outlines a scope of recommended work. A report, to be issued by December 2017, will serve as an important guide for all changes made to a historic property during a project - repair, rehabilitation, or restoration - and can also provide information for maintenance procedures. Finally, it records the findings of research and investigation, as well as the processes of physical work, for future community planning and use.

(2) A Community Visioning exercise will build upon earlier community conversations around the use of the underutilized Bathing Pavilion (i.e., Administration Building) and will enable Rye Town Park to align with, and leverage, other plans affecting the Rye Waterfront Recreation District, of which it is an anchor. Other plans focused on this District include an approximately \$60 million public-private investment in Playland Amusement Park and a \$2.7 million bike / walk pathway connecting downtown Rye and the train station to the waterfront. Planning consultants will begin their work in May 2017 by researching solutions employed in other communities facing similar problems, engagement of stakeholders, and a community-wide exercises and guided conversations intended to brainstorm uses and priorities. This effort will result in a written report and recommendations released in September 2017 for use of the Bathing Pavilion and uses for the park as a whole.

(3) Environmental and archeological review will be performed from January to March 2018, and will serve to ensure that the site is shovel-ready for future preservation projects.

The proposed Feasibility Study enables the Rye Town Park Commission take pro-active and much-needed action to examine the park in its entirety and to conduct much needed community and preservation planning. This work will ensure that the park is safe, sound, structurally secure and sustainable into the future as a historically significant recreational asset for the community and the Region - even as investments elsewhere along the Rye Waterfront Recreational District begin to attract increasing numbers of visitors to the area.

Further, work to preserve and ensure the safety of the site ensures the continuation of local jobs at the park, including CWEP and entry-level jobs that provide needed skills training and work experience for local youth, persons transitioning from welfare and other low-skill and hard-to-place workers.

**Can we tie the work back to accepted professional standards?*

Q_5813

For which phase(s) of your project are you applying for EPF Parks, Preservation and Heritage Grant funding? Choice Options: Planning, Acquisition, Development

Planning

Q_3446

If the grant proposal is for a planning project other than the preparation of contract documents (plans and specifications), identify in detail the components of the final planning document or product.

(731 of 1500)

The Feasibility Study is an analysis of conditions, uses, approaches and costs intended to prioritize and prepare shovel-ready projects for the site's historic preservation and ADA compliance. The components of the final product will be:

- (a) A Historic Resources Survey study of the conditions, costs and approaches to the preservation of structures in the Rye Town Park & Oakland Beach historic site, resulting in a priority list of projects with cost estimates, and recommendations for construction phasing.
- (b) Completion of reviews needed to make the project shovel-ready (e.g., SEQRA, state historic and ground disturbance/ archeological).
- (c) Recommendations for preservation-sensitive usage and public access and programming.

Q_3619

Describe your ownership interest in the property and any restrictions in ownership or use of the property.

(949 of 1,500)

The property is owned by Town and City of Rye and managed by the Rye Town Park Commission, created in 1907 under the authority of Chapter 711 of the laws of the New York State Legislature to create, oversee and maintain the Rye Town Park. The deed to the property is recorded by Westchester County in liber 1872 and the map of the property in liber 1774. There is a federal preservation easement on the property.

The founding Act also directed the Town of Rye to implement and administer the day-to-day operations of Rye Town Park. The Town of Rye splits debt service payment with the City of Rye at approximately 60%-40%.

The Rye Town Park Commission is governed by six commissioners. Commissioners represent each municipal jurisdiction with an ownership interest in Rye Town Park. Appointments are weighted as follows: The Supervisor of the Town of Rye (2), the Mayor of the City of Rye (2), the Mayor of the Village of Port Chester (1), and the Mayor of the Village of Rye Brook (1).

Q_2138

What is the classification of property on which this project will take place? (Select all that apply.)
Choice Options: State Land, Municipal Land, Private Land, Federal Land, Dedicated Parkland

Municipal land.

Q_3706

Describe the overall condition of the project, sites or facilities (past, current, proposed). Specifically note any proposed ground-disturbing activities, steps taken to identify historic and/or archeological resources that may be impacted by the project, and measures to protect and assure that there is no adverse impact to significant resources. Identify any structures over 50 years old in the project area, explain their significance, and describe how they will be affected by the project.

(3,386 of 3,500)

The park's historic buildings are 107 years old. Rye Town Park, Bathing Complex and Oakland Beach was designed in 1909 by architects Upjohn & Conable and landscape architects Brinley & Holbrook. Character defining landscape features of the park include stone walls, a terrace overlook, a stone bridge, light fixtures, staircases and ramps, pathways, trees, plantings, lawns, a small lake (i.e., duck pond) and Oakland Beach. There are 17 structures in the park, of which six are historically significant and 11 serve

practical support functions. Included in the structures are a restaurant overlooking the Sound, with concessions right on the beach.

In the 2004 Feasibility Study for Restoration and Adaptive Reuse of the Rye Town Park Bathing Pavilion, conducted by Campagna & Easton Architects, LLP, the building used for park administration was found to have "not been properly stabilized or maintained, and it is suffering from continued exposure to the elements and harsh reality of the ocean-front environment. Interior elements such as wall and ceiling finishes, and stairways have deteriorated to the point that they are a life safety hazard." More than 12 years ago, the study found that the "drastic variations in the temperature have caused continued deterioration of the exterior envelope, that left unattended will continue to progress. As it exists currently, the building is no longer watertight. There are multiple areas of water infiltration which have resulted in the deterioration of the building components. There are areas where the structural integrity of some of these components have been compromised." Conditions photos are attached.

Numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated "cost to cure" of over \$14 million. Except for a roof replacement to the Bathing Pavilion (2006-2011), no restoration and minimal repair work has been done. Constant exposure to salt water, severe storms and missing roof tiles have created masonry cracks, mold and other hazards. The Bathing Pavilion's upper floors are unusable because of holes in the floor large enough to fall through. Sand and water are infiltrating the building after storms and through cracks in masonry and poor drainage. The ramp to the beach has already been the subject of a lawsuit. The north bath house ceiling collapsed in July, and the south bath house also is at risk. A tarp covers a stretch of the south bath houses' roof where historic tiles are missing, and water is entering the building in several locations. Masonry walls throughout the site are buckled and cracked. Town officials have expressed concerns that the park's historic structures are just one major storm away from falling down into the Sound.

The proposed Feasibility Plan will update and expand a previous conditions report to enable us to create shovel-ready projects to repair and preserve historic structures that are vital to the character and appeal of our community.

The proposed Feasibility Plan will enable the Rye Town Park Commission to "design in" coordination and alignment with local plans, regional strategies, and Park Commissioner Priorities in order to leverage related investments and resources to strengthen the communities' connection to and use of the Long Island Sound shorefront.

Q_5841

Describe the public benefit that will result from completion of the project. Show why the State should participate in the cost of the project. What is the economic benefit of this project to the citizens and visitors of New York State? NO LIMITS

The public will benefit from an accessible, healthy, and vibrant waterfront contributes to the economic, social and cultural life of a community. It serves as a serene landscape, a place for relaxation, a site for recreation, and a backdrop for cultural pursuits. Further, a recent study reports that the Long Island Sound directly contributes \$9.4 billion to the regional economy each year, and provides between \$17 billion and \$37 billion in economic value each year. The Statewide Comprehensive Outdoor Recreation Plan, or SCORP (2014-2019) similarly cites a 2010 report from the NYS Comptroller's Office that found that outdoor recreation contributes some \$11.3 billion dollars to NY's tourism industry - more than 25% of the state's total tourism revenue.

The park, which contributes so significantly to the character and appeal of the community, is key to attracting businesses, jobs and residents to this corner of the Region. As John Arenas, Rye resident and owner of one of the fastest growing co-working spaces in the nation, Serendipity Labs, which is headquartered in Rye, wrote in support of this project, "The character and appeal of Rye was a strong influence in deciding where to locate my business. As a business owner with long-standing roots in the Rye community, my family and I are frequent visitors to Rye Town Park, and appreciate its historic appeal as well as its ready access to the waterfront. The park presents unique uses - beach-going, dining, recreation, school trips, catering, concerts, plays, art exhibits, walkathons, etc. -- that make it a vibrant part of life in this community." (Letter attached.)

His sentiments are reflected by the actions of more than 30 corporate, not-for-profit and government organizations that enjoy the park for their corporate picnics and events each year, including: Gartner, Westchester County District Attorney's office, Apollo Corp., College of Westchester, Argue Corp., Coldwell Bankers, Allied Irish Bank, Crossfit, Davidoff Hutcher & Citron, DelBello & Associates, Ons of Greenwich, Benchmark Title Agency, Xylem Corp., Parents without Partners, Community Synagogue of Rye, Engine 43/ Ladder 53, Port Chester Chamber of Commerce, Squad 41, Engine 44, Mid Westchester Elks, FDNY Rescue 1, Soul Ryders, and Rye Newcomers, among others.

The proposed Feasibility Study enables the Rye Town Park Commission take pro-active and much-needed action to examine the park in its entirety - historical structures, parkland, beach - and to conduct much needed community and preservation planning. This work will ensure that the park is safe, sound, structurally secure and sustainable into the future as a historically significant recreational asset for the community and the Region - even as investments elsewhere along the Rye Waterfront Recreational District begin to attract increasing numbers of visitors to the area.

Further, work to preserve and ensure the safety of the site ensures the continuation of local jobs at the park, including CWEP and entry level jobs that provide needed skills training and work experience for local youth, persons transitioning from welfare and other low-skill and hard-to-place workers.

Q_5828

Explain in detail the recreational or historical contribution of the project and how this will affect the vitality of the surrounding area or community.

NO LIMITS

As the value of waterfront property increases, development pressure all along the Long Island Sound trends toward privatizing waterfront assets, or making them available only to a select few. As written in the City of Rye Local Waterfront Revitalization Program (LWRP), II-4, "As in other coastal communities, development pressure is high, and only a finite amount of waterfront is available. Continuation of, and addition to, existing public access to water dependent use area are important factors included in the City of Rye Local Waterfront Revitalization Program." It has become increasingly important to protect and sustain those public places along the sound that are open and accessible to persons of all socio-economic backgrounds, and who might not otherwise have access to the water.

Rye Town Park was built precisely for this purpose, and its accessibility to a diverse array of users is baked into its being. In the late 19th and early 20th century, Rye became a popular summer resort. Wealthy New Yorkers build large summer houses and joined one of the new private clubs such as the American Yacht Club (founded in 1883) or the Apawamis Club (founded in 1890). Augustus M. Halsted, a major landowner, developed part of his waterfront estate as a summer colony for the less affluent. Visitors from NYC, the Bronx, New Jersey and Long Island erected more than 200 summer "shacks" on the site. Shack owners were ousted when the site officially became a public park in 1907.

One of the first sites ever to be set aside for public use at the dawn of the 20th Century, Rye Town Park, Bathing Complex & Oakland Beach combines an advantaged natural setting, an informal landscape plan with a formal architectural design consisting of a group of recreational buildings and structures laid out in a formal axis, thus harnessing nature, science and art for social purpose. The Bathing Pavilion, shelters, bathhouse and restaurant, designed in the Spanish Mission Style, evoke the feeling of a resort or vacation experience.

The park and beach were developed between 1909 and 1925 as a regional recreation park for the use of citizens of the town and city of Rye and nearby villages. The park can be seen as a product of early 20th Century park reform and the Regional Planning Movement, which sought to offset the negative effects of urbanization through civic improvement and the provision of morally and physically sustaining recreational opportunities.

The planned development of lands known as Rye Town Park holds a significant place in the Regional Planning history of Westchester County. Rye Town Park was the first park planned along the shores of the Long Island Sound solely for public use and enjoyment as an outdoor recreation complex promoting healthy communal activity. Although a product of local Government controls, the Rye Town Park development established the teamwork and geographic parameters for the subsequent development of Rye Beach and Manursing Island Park (which would be developed as Playland Amusement Park), two historically significant planning contributions on the county, state and national levels. Playland Amusement Park is the nation's first fully planned amusement park and is designated a National Historic Landmark. The timing and siting of Rye Town Park are vitally important to establishing the comprehensive structure and connection of parklands with transportation corridors to provide both an escape route from the city and a destination to escape to.

During the summer season, the park attracts visitors from across Westchester, the Bronx and Connecticut who enjoy swimming in the water, dining on the beach, picnicking in the park, and seeing the many arts and cultural events that are hosted here each season, including concerts, Shakespeare in the park and open-air sculpture exhibits. These events are promoted broadly through partnerships with ArtsWestchester, Westchester Parks, and the Westchester County office of Tourism. Toward that end, in the 2015 season, the park generated nearly \$1 million in revenue from approximately 70,000 visitors.

Q_6032

Describe and document evidence of local need including information such as the number of similar facilities within the service area, amenities, size and condition of the facilities; accessibility and ADA compliance of existing facility; current use of the facility; and, the anticipated maintenance, operation, and level of use of the proposed facility.

NO LIMITS

The park's scenic beauty, community-defining character, and open access to the beach make it a unique recreational asset. As such, there is a strong need to assess the conditions and engage in community and preservation planning to ensure the sustainability of the park and its historic buildings.

Numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated "cost to cure" of over \$14 million. Except for a roof replacement on the Bathing Pavilion (2006-2011), no restoration and minimal repair work has been done. Constant exposure to salt water, severe storms and missing roof tiles have created masonry cracks, mold and other hazards. The ramp to the beach has already been the subject of a lawsuit. The north bath house ceiling collapsed in July, and the south bath house also is at risk. Town officials have expressed concerns that the park's historic structures are just one major storm away from falling down into the Sound.

The Bathing Pavilion, currently partially used for park administration, has been the subject of community conversations and feasibility studies. It has an unparalleled view of the Long Island Sound, and it has long been considered that some commercial use of the site would generate revenue that could be earmarked for preservation and conservation of the park and historic structures. A 2004 Feasibility Study recommended using the building for a cafe / banquet hall or exhibition center, an educational facility, or as a site for public or private business offices. Unofficially, the site was considered for a spa. To date, there has been no community agreement on use for the site, which currently has holes in the upper floors and cannot be used unless significant renovation is undertaken.

Key park structures are not ADA compliant. Notably, the bathrooms do not meet ADA stall clearance requirements, bathrooms do not have required sinks, counters or fixtures, there is a need for an ADA ramp in the Bathing Pavilion, and the ramp to the middle beach is not compliant.

Plans to develop Playland Amusement Park and boost its attendance, and to create a Pathway connecting downtown Rye and the train station, have the potential to significantly increase the number of visitors to Rye Town Park - and further strain buildings that have long been neglected. Given the deterioration of the property, its continual exposure to salt air and changes in temperature, and its longstanding neglect, the timing of the CFA grant presents an unparalleled opportunity to protect this vital Regional resource now, and an opportunity to do so holistically, and with community input.

Q_6031

Describe and document groups served by the proposed project. If applicable, describe how the project meets the needs for an aging population, encourages participation by youth, or responds to changes in the composition of the population and social condition of the community.

(3,321 of 3,500)

Rye Town Park has broad appeal for seniors, youth, families, and corporations from across Westchester, the Bronx and Connecticut who enjoy swimming in the water, dining on the beach, picnicking in the park, and enjoying the breathtaking vistas of the Long Island Sound.

The park is well-used by residents represented by the Rye Town Park Commission: the City of Rye, Town of Rye, Village of Rye Brook and Village of Port Chester. Of these municipalities, Port Chester has the largest concentration of households living in poverty, 14.5%, for whom the park represents their closest and most accessible entry to the waterfront. About 10% of all households in the Town of Rye are living below poverty levels. The park and beach are among the few places in Westchester to allow access to the waterfront without a county park pass, a use that was built into its design.

Seniors are well-represented among park users. Westchester's senior citizen population is on the rise. Persons over age 65 are expected to increase to 16.1% of the county population by 2020 and to 18.6% of the county population by 2040. The park has all of the top-three most popular activities for person over age 65 as listed in the SCORP (2014-2019): Walking for Enjoyment (80.6%), Relaxing in the Park (75.4%), and Swimming (52.7%). Additionally, seniors comprise a significant part of the audiences at the many arts and cultural events that are hosted at the park each season, including concerts, Shakespeare in the park and open-air sculpture exhibits. As senior users of park facilities age, it will become increasingly important to make ADA accessibility improvements to park structures.

The park attracts youth through a variety of sporting and recreational events and competitions such as volley ball clinics and ju-jitsu demonstrations. The park is often used by, and extends the capacity of, local schools. For example, Resurrection School uses the park for cross-country track meets. The local Milton School uses the park for field trips intended to teach local elementary school students about beach

ecology. Perhaps most importantly the park has provided entry-level jobs to thousands of youth through the years. These jobs provide local residents with the skills and work experience upon which they go on to build successful careers.

Families use the park for a day passive recreation, dog walking and spending warm days with friends. Community members participate in charitable and community events at the park such as the annual 5K Turkey Run, the New Year's Polar Plunge for ALS research, and various walkathons (e.g., Angelman Syndrome Foundation, National Alliance on Mental Illness, the Lustgarten Cancer Walk).

Finally, more than 30 corporate, not-for-profit and government organizations use the park for their corporate picnics and events each year, including Gartner, Westchester County District Attorney's office, Apollo Corp., College of Westchester, Argue Corp., Coldwell Bankers, Allied Irish Bank, Crossfit, Davidoff Hutcher & Citron, DelBello & Associates, Ons of Greenwich, Benchmark Title Agency, Xylem Corp., Parents without Partners, Community Synagogue of Rye, Engine 43/ Ladder 53, Port Chester Chamber of Commerce, Squad 41, Engine 44, Mid Westchester Elks, FDNY Rescue 1, Soul Ryders, and Rye Newcomers, among others.

Source: "Persons over age 65 are expected to increase to 16.1% of the county population by 2020" Westchester County Profile 2013.

Q_3448

Note any special or emergency situations or any State or Federal mandates affecting the need for the project. Describe any threats to the property from negligence, development pressure or inappropriate treatment; be specific as to the seriousness and immediacy of the threat. (3500)

In July, a portion of the north bathroom ceiling collapsed, falling victim to deferred maintenance and short-term repairs. The north bathrooms are not architecturally distinct, nor was their repair especially expensive, yet they are a well-used facility with access directly from the beach. There is some concern that long-deferred repairs mean that the structures present a hazard to park users, and that emergencies such as the north bathroom will begin to happen more frequently.

As such, there is an urgent need to comprehensively assess the conditions of all the structures in the park, and to begin to plan for the preservation of these buildings to protect the public safety from increasing hazards.

Of concern is that maintenance of historic structures at Rye Town Park has not kept pace with upkeep elsewhere along Rye's Waterfront Recreation District. Nearly \$60 million in planned investments in Playland Amusement Park, which also is listed on the National and State Historic Register, are forecast to attract as many as 1.2 million visitors annually to the Rye waterfront, per the Long-Range Master Plan, Playland Park (2006). Completion of the Playland Parkway Pathway will facilitate access from Rye's commuter rail station and downtown along a road that already carries 7,800 vehicles a day. It is critical that Rye Town Park's structures are maintained in a safe condition and able to handle increased capacity.

Additionally, as noted in the City of Rye LWRP, "As in other coastal communities, development pressure is high, and only a finite amount of waterfront is available. Continuation of, and addition to, existing public access to water dependent use area are important factors included in the City of Rye Local Waterfront Revitalization Program. II-4"

Q_5816

Explain how the project relates to/is consistent with Federal and New York State plans, such as the Statewide Comprehensive Outdoor Recreation Plan (SCORP), NYS Open Space Conservation

Plan, New York State Historic Preservation Plan, or any other relevant statewide or Federal policies and programs (e.g., Erie Canal way Preservation and Management Plan, Preserve America, etc.). For Federal or State plans that are posted on the internet, cite the internet address and the specific pages of the documents where the proposed project is referenced.
(1,675 of 3,500)

The proposed project is aligned to the vision and goals presented in the New York State Historic Preservation Plan (2015-2020) specifically: alignment to Goal 1: Expand Historic Preservation Efforts Across New York State. Objective: Strengthen the Practice of Historic Preservation by connecting communities to sources of funding to support historic resource surveys that promote effective community and preservation planning. The project supports a second objective under the same Goal, to Enhance Collaboration to Advance Historic Preservation by strengthening existing partnerships and engaging new partners through a community visioning process. A third objective, to Showcase the Contributions of Historic Preservation, will promote the mutual objectives of historic preservation and sustainability through alignment with regional, county and local plans that allow for intentional and thoughtful development.

The project also aligns with NYS Historic Preservation Plan Goal 3: Cultivate Place of Pride. Specifically, the objective re: Capitalize on Heritage Tourism Opportunities and Develop New Tourism Friendly Products. The project will consider community and preservation planning within the context of promoting historic sites and museums as tourism assets as well as economic engines, and work with partners to promote stronger thematic heritage tourism strategies and connections. As an example of the latter is the guided walking tour created collaboratively with Playland Amusement Park, Edith G. Read Wildlife Sanctuary, the Westchester Children's Museum, Save The Sound, and Rye Town Park to promote and benefit the entire Rye Waterfront Recreation District.

**take another look at SCORP, TBD*

Q_3450

Explain how the project relates to and advances regional, municipal, or community planning initiatives (for example, Comprehensive Plan, Watershed Management Plan, Local Waterfront Revitalization Program, neighborhood plan, local trails plans, etc.) including historic preservation efforts.
(1,526 of 3,500)

The project advances the City of Rye's Local Waterfront Revitalization Program, which creates the Rye Waterfront Recreation District, of which Rye Town Park is an anchor. The plan states (II-3): Preservation of the coast of the City of Rye, with its existing balance of residential, recreational and conservation areas, is a primary goal of the Local Waterfront Revitalization Program. Revenues generated from existing privately-owned property insure a strong tax base which helps subsidize Rye's extensive publically owned beaches, and insures long-term waterfront access for the public. With public support, opportunities to increase public access and expand the availability of present facilities are sought and encouraged." The proposed Feasibility Study is a critical first step in community planning and preservation for the park.

The project advances the county's master plan for trails, is within 700 feet of the proposed Playland Parkway Pathway, and is mentioned as a proximate historic site in the Phase 1 Archeological Report conducted for the Pathway project. That project will connect downtown Rye and the train station to the Rye Waterfront Recreation District, and make it easier for visitors to arrive by train, foot or bike. The Feasibility Study allows for a community conversation about ways to benefit from the pathway and its connections to green and public transportation.

Finally, the Village of Port Chester is a Greenway Compact Community. The Town of Rye and the City of Rye are Greenway Communities.

Q_1432

Describe how public and community support was accomplished through citizen and community participation and/or public outreach. Describe the role and experience of municipal agencies, private organizations, consultants, volunteers, and others involved in the project.

The proposed scope of the Planning Project and the grant writer were introduced at a June 21, 2016 public meeting (attached: public meeting notice, minutes) that was attended by community residents, including representatives of the Friends of Rye Town Park and of the Rye Town Park Alliance. The draft proposal was presented for review and discussion at the July 19, 2016 public meeting of the Rye Town Park Commission. The grant writer, Judie Eisenberg of ProposalPro, focuses on government grant applications and has secured more than \$500 million for clients since founding the company in 1995.

Key stakeholders were briefed on the project and have offered letters of support that are included in this funding application, including Senator George Latimer, businessman John Arenas [*list in formation*].

The Town has held a number of community conversations about usage of the Rye Town Park structures, the most recent held in May 2016. The town has since researched and vetted urban planning and land use consultants that it will invite to bid on a broader community visioning strategy and engagement process that will allow for hands-on exercises and possibly surveys.

**address resolutions, tbd*

Q_5829

For each element of the proposed plan, as described in your Project Description and Project Narrative, itemize the work scope and associated costs. Include the value of expenses that will be covered through donations, volunteer labor, grants from other agencies, and other matching sources.

(5,000)

The **Feasibility Study** is an analysis of conditions, uses, approaches and costs intended to prioritize and prepare shovel-ready projects for the site's historic preservation. The Study has three parts:

The first **Historic Resources Survey** of all the buildings in Rye Town Park since the property was listed on the National and State Registers of Historic Places in 2003. This survey will update a conditions reports and updates created in 2004 and 2011, prioritize projects, and recommend a phased plan for restoration.

The project will include environmental and historic reviews needed to create shovel-ready projects following the completion of this project.

A **Community Visioning** exercise will further years of community conversations around the use of the underutilized Bathing Pavilion (i.e., Administration Building) and will enable Rye Town Park to align with, and leverage, other plans affecting the Rye Waterfront Recreation District, including an approximately \$60 million public-private investment in Playland Amusement Park and a \$2.7 million bike / walk pathway connecting downtown Rye and the train station to the waterfront.

**tbd with architect*

Q_1572**Describe and document how the budget and costs were determined.**

[NO LIMITS]

The budget was prepared by Lisa Easton, AIA, a qualified architect whose familiarity with the park extends back more than a decade. She was the author of the application to list the site on the National Register of Historic Places, and she helped to write the grants that funded the roof repair to the Bathing Pavilion. Her firm, Easton Architects, specializes in helping educational, public and cultural organizations to plan, restore, and reuse buildings for the future.

Lisa Easton received her Bachelor's of Architecture Degree from Syracuse University in 1990 and her Master's of Science in Historic Preservation from Columbia University in 1997. Her career in Historic Preservation began with the prestigious firms of Jan Hird Pokorny & Associates and Ehrenkrantz, Eckstut & Kuhn Architects, developing her reputation as an expert architect, planner and historian. Her success in restoring some of New York City's most significant landmarks led to her position developing the preservation department at the New York office of Einhorn Yaffee Prescott Architecture & Engineering. Establishing her own practice in 2001, Lisa has secured her role as a leader in the field of preservation, receiving multiple awards from national, state and local grant programs, including the prestigious Getty Foundation's Campus Heritage Program. Lisa teaches at Pratt Institute Center for Continuing & Professional Studies and lectures extensively promoting the integration of preservation and architecture. A Rye resident, she received her professional license in 1995 in New York and New Jersey.

Q_3461**Describe matching share in detail, noting amount, source (including any restrictions on the use of funds from that source), type (cash, donated, in-kind), and when available.****(3,500)**

The matching share of up to \$100,000 will be provided through a bond to be issued by the Town of Rye on behalf of the Rye Town Park Commission. The Town works with outside Bond Counsel to develop the bond terms, and gets Town Board approval to enter into an agreement to place the bonds. Bonding will be secured well within the 12 months allowable by this grant.

Additionally, the Town of Rye has applied to the NYU Wagner Graduate School of Public Service for a Capstone Team for assistance with the community visioning plan. As a requirement for the Master of Public Administration and the Master of Urban Planning programs, Capstone provides students with both a critical learning experience and an opportunity to perform a public service. Over the course of an academic year, students in Capstone work in teams with faculty oversight to address challenges and identify opportunities for a client organization or to conduct research on a pressing social question. Town of Rye has requested a team to provide assistance in developing a Needs Assessment to support a planned community visioning project for Rye Town Park. The specific goals of the visioning project are to (a) determine a use for a currently unused historic building, i.e., the Administration Building, (b) consider costs and benefits of keeping the park open year-round, vs. seasonally, as it is currently, and (c) identify park programs and uses that the community needs and would approve.

The Town would like the Capstone Project Team to create the framework of that community conversation, by:

- Conducting a Site Visit / User Analysis to capture in photos and reports who is currently using the park and how it is being used.
- Reviewing background documents and conducting research to review the park's past history, audience, and uses.

- Researching how other communities have addressed similar issues, and present best practices.
- Conducting a Market Scan for other community assets that share the park's mission of recreation and entertainment, and analyze where the gaps / needs may be.
- Identifying the park's stakeholders, and how to reach them.
- Creating a report on uses and community needs that can frame a larger conversation with the community.

The approximate value of this service would be \$9,424, calculated at 4 students x 10 hours a month x 10 months (100) x \$23.56 per hour, the volunteer rate for 2016 as determined by the Independent Sector, for a total value of \$9,424.

Q_3455

Describe relevant sections of any previous or current studies that have been prepared for this property and/or project, the personnel involved, progress to date, timetable for next steps, and any obstacles to proceeding. (3500)

In the 2004 Feasibility Study for Restoration and Adaptive Reuse of the Rye Town Park Bathing Pavilion, conducted by Campagna & Easton Architects, LLP, the building used for park administration was found to have "not been properly stabilized or maintained, and it is suffering from continued exposure to the elements and harsh reality of the ocean-front environment. Interior elements such as wall and ceiling finishes, and stairways have deteriorated to the point that they are a life safety hazard." More than 12 years ago, the study found that the "drastic variations in the temperature have caused continued deterioration of the exterior envelope, that left unattended will continue to progress. As it exists currently, the building is no longer watertight. There are multiple areas of water infiltration which have resulted in the deterioration of the building components. There are areas where the structural integrity of some of these components have been compromised." Conditions photos are attached.

Numerous studies since 2003 have identified severe structural and system deterioration, code violations and a lack of ADA compliance at Rye Town Park - with a 2011 estimated "cost to cure" of over \$14 million. Except for a roof replacement to the Bathing Pavilion (2006-2011), no restoration and minimal repair work has been done. Constant exposure to salt water, severe storms and missing roof tiles have created masonry cracks, mold and other hazards. The Bathing Pavilion's upper floors are unusable because of holes in the floor large enough to fall through. Sand and water are infiltrating the building after storms and through cracks in masonry and poor drainage. The ramp to the beach has already been the subject of a lawsuit. The north bath house ceiling collapsed in July, and the south bath house also is at risk. A tarp covers a stretch of the south bath houses' roof where historic tiles are missing, and water is entering the building in several locations. Masonry walls throughout the site are buckled and cracked. Town officials have expressed concerns that the park's historic structures are just one major storm away from falling down into the Sound.

Q_1434

Describe the administrative structures in place to administer the requested grant. Identify individuals who will be responsible for specific tasks, such as contract and grants administration, fiscal accounting, and project management. For those managers and professionals already hired, describe their qualifications. Summarize consultant selection process and schedule, noting whether it is completed, underway or proposed. For future hires, describe qualifications sought and procurement/hiring method.

NO LIMITS

The Town of Rye has the personnel and experience to effectively administer grants and implement grant projects. It successfully administered a previous OPRHP grant and a federal Save Our Treasures grant. It is currently administering a \$400,000 CDBG grant for ADA accessibility at Crawford Park. Town projects have been implemented on-time, within budget and to the satisfaction of funding agencies.

The Town of Rye currently employs a grant administrator, Greg Arcaro, with extensive planning and community development experience. Greg has worked as a city planner in housing and community development for non-profits and government since 1968, and is currently managing more than \$400,000 in grants for the Town of Rye. Arcaro graduated from New York University Master's Program in City Planning, and Holy Cross College, and has also taught planning, real estate and housing development courses at Lehman College and Purchase College. He is a veteran having served in the U.S Air Force from 1970-72.

Deborah Reisner, Secretary of the Rye Town Park Commission and Chief of Staff to the Supervisor of the Town of Rye, has an extensive background in civic engagement, community activism, and philanthropy. She earned a Masters in Public Administration from the NYU Wagner Graduate School of Public Service. She provides the accounting and payroll services, and will provide fiscal accounting and supervision of the project budget expenditures.

Vendors will be procured in accordance with the Town's Procurement Policy (2008), which will be overseen by Ms. Reisner. Competitive bidding is required on all purchases over \$10,000 (\$20,000 for public works). Ms. Reisner works with Town staff to create specifications, works with the Town Attorney to write the bid or proposal, and obtains approval from the Town Board to release the bid or proposal. The Town Clerk places a legal notice, and responses are due as soon as 10 days after publication. Bids are awarded the lowest bidder.

Q_3626

If this application is successful, how will you monitor expenditures during the life of the project to ensure that the project stays on schedule and within budget?

(1,105 of 1500)

If this application is successful, the Town of Rye, on behalf of the Rye Town Park Commission, will oversee the project implementation. Specifically, the Town of Rye's grant administrator will monitor the implementation of the project from inception, ensuring its implementation through key benchmarks: Holding a project start meeting with OPRHP upon award; issuing RFPs for qualified vendors; convening vendors to confirm schedules, cost and approach; meeting with vendors weekly during implementation to monitor progress; conducting site visits as appropriate; facilitating public notice and engagement for visioning; reviewing draft recommendations; issuing recommendations and soliciting feedback from the public at large; and developing an action plan for the next phase. The grant administrator will review expenditures to budget weekly to ensure the project stays within budget; make sure proper documentation is collected; and make all required reports. The Town of Rye is an experienced grantee, and has been a recipient of an OPRHP grant (2006-2010) that it completed on time and within budget.

Q_370

Explain the strategy and resources for going forward after the project is complete; that is, for implementing grant-funded plans, developing and using grant-funded acquisitions, and maintaining grant-funded improvements.

NO LIMITS

The Feasibility Study is intended to lay the groundwork for a comprehensive approach to preserving the historic structures in Rye Town Park, ensuring public safety, and planning for community-approved uses in the park.

The project will result in a list of preservation projects with cost estimates, a phased plan for construction, and completion of environmental and historic reviews that will serve to make ensuing construction projects shovel-ready. The report also would contain recommendations for uses for the historic Bathing Pavilion and the park as whole.

Upon completion of the project, the Rye Town Park Commission will have a blueprint for the work needed to preserve and sustain the park and its structures. It will prioritize those tasks and then the Town of Rye will create a plan to pursue funding for those projects. Funding and preservation work will be carved into phases that all for steady and incremental progress of the work.

The park's grounds maintenance crew will continue to address emergencies as they arise, but they will be included in plans regarding the preservation of structures.

**still thinking ...*

COMMISSIONER PRIORITIES

Q_5846

Will the project result in 'Green' improvements that restore, improve and maintain park lands, historic properties and heritage area resources and infrastructure, and in doing so promote sustainability, increase energy conservation and/or efficiency, install renewable energy sources, and decrease long term maintenance and management costs? If so, detail the 'green' improvements and the expected results.

(847 of 3500)

The Feasibility Study is expected to result in recommendations for an approach to the preservation of the historic structures in Rye Town Park that will necessarily be green in nature. Preservation inherently promotes reuse and recycling, which may also help to keep the budget for repairs reasonable. The repair of buildings with leaks, gaps in masonry, missing tiles, etc. will naturally reduce energy costs for these buildings.

In its recommended construction approach, the Feasibility Plan will consider green, sustainable and locally-produced materials that may be appropriate to maintaining the historic integrity of the park structures.

Further, the Statewide Comprehensive Outdoor Recreation Plan, 2014-2019, identifies as "green" the increased use of non-fossil fuel based transportation to and within recreational areas and open areas. The Feasibility Study will provide the opportunity for community voice on uses and connection to the bike / walk Pathway that will expand access from downtown Rye and the Rye Metro North train station, that may increase sustainable transportation options to and from the park.

Q_5830

Does the project include climate protection improvements incorporating cost-effective, park-compatible principles that protect park lands, infrastructure, historic properties or heritage-area resources from climate change or storm-related impacts creating a more resilient and sustainable function? If so, describe the climate-protection improvements and the expected results. Preference may be given to concepts that utilize natural or soft buffering and protections over hardened solutions.

The Feasibility Study does not necessarily include climate protection improvements, but these may be among its recommendations for future action. Because Rye Town Park is part of a Local Waterfront Revitalization Program, which is a state-approved plan for the City of Rye, these types of improvements are under the jurisdiction of the City of Rye. The City has two representatives on the Rye Town Park Commission and discussions of this nature, while not part of this proposal, are within the realm of the possible for future proposals.

Q_3453

Will the project enhance the public's access to parks and their environmental and recreational resources (including landscape and trail improvements to facilitate connections and special features or signage to improve programming and interpretation), create physical and functional connections among already-protected state and local lands, historic sites, greenways, trails and waterways, or provide or enhance public access to already-protected state and local lands, historic sites, greenways, trails and waterways? If so, describe the proposed enhancements and connections in detail.

(3,094 of 3,500)

Rye Town Park is an anchor of the Rye Waterfront Recreation District (with Playland Amusement Park and the Edith G. Read Wildlife Sanctuary). Significant investment in the district will enhance the public's access to the District's waterfront, parks, recreation, and historic places, and promote physical and functional connections among them. The proposed Feasibility Study will enable the Rye Town Park Commission to intentionally plan its preservation and renovation efforts in alignment with these other developments.

The Feasibility Study will enable Rye Town Park to prioritize projects for the safety of increasing numbers of visitors to the District. Multi-million dollar investments in Playland's rides, buildings and infrastructure are expected to help it to attract some 1.2 million visitors annually, according to the Long-Range Master Plan, Playland Park (2006). That is a nearly three-fold increase over recent attendance estimates, which put visitors to the park at 420,000 in 2011. Visitors to Playland can easily access Rye Town Park via the boardwalk that runs along the waterfront, and it is to be expected that Rye Town Park attendance will increase as a result of development at Playland. Unfortunately, at present, there is an inequity between infrastructure investments at one end of the District (i.e., Playland) and the other (i.e., Rye Town Park) that poses a risk for visitors. In July, 2016, the ceiling in the north bathhouse in Rye Town Park collapsed, victim to years of deferred maintenance.

The Feasibility Plan is a critical first step in ensuring the safety of visitors across the entire Rye Waterfront Improvement District.

The Feasibility Study will engage the community in exploring ways to connect the park and its programs with new trails leading to the waterfront. Westchester County is adding to its trail system with the Playland Parkway Pathway, located just 700 feet from Rye Town Park. When the Pathway is completed in 2017, it will bring unfettered access from downtown Rye and the Rye Metro North train station to all parts of the Rye Waterfront Recreation District.

Even as these physical developments more closely stitch together physical connections, local cultural, social, recreational, historical and environmental institutions have begun to develop programming that ties together all of the elements of the Rye Waterfront Recreation District. For example, the Rye Historical Society is part of a collaborative effort - with Playland, Edith G. Read Wildlife Sanctuary, the Westchester Children's Museum, Save The Sound, and Rye Town Park -- to develop environmental, recreational, historical and cultural programming that spans the entire Long Island waterfront included in

the Rye Waterfront Recreational District. The first project has been a self-guided walking tour of the shoreline with directional signs, informational signs and maps. The Feasibility Study will allow for intentional planning to support similar, further collaborative efforts to maximize and leverage developments in the District.

DRAFT



Rye Town Park
95 Dearborn Ave.
Rye, NY 10580
914 967-0965

Technology Support

RESOLUTION

On motion of Commissioner _____, seconded by Commissioner _____, the following Resolution was adopted:

WHEREAS, the Rye Town Park Commission has identified several Information Technology (IT) problems at Rye Town Park and said issues were outlined in a memo to the Rye Town Park Commission from Deborah Reisner dated June 16, 2016, and

WHEREAS, the Rye Town Park Commission has solicited proposals to perform IT Services at Rye Town Park, and

WHEREAS, the Rye Town Park Commission has received two proposals for IT Services at Rye Town Park and the lower bidder was Sullivan Data Management, and

WHEREAS, these services shall cost no more than two thousand one hundred sixty dollars (\$2,160.00) for one time documentation and onboarding and one thousand eight hundred twenty-five dollars (\$1,825.00) for ongoing support for the remainder of this season through September, 2016;

THEREFORE BE IT RESOLVED, that the Rye Town Park Commission selects Sullivan Data to undertake all necessary IT improvements at Rye Town Park and any other necessary IT Support Services for the operation of Rye Town Park until December 31, 2016, and

BE IT FURTHER RESOLVED, that Rye Town Park Commission President Gary Zuckerman is hereby authorized to sign any contract or agreement with Sullivan data necessary to effectuate this Resolution.

ROLL CALL

AYES:

NOES:

ABSENT:

Dated: July 19, 2016

Memo To: Rye Town Park Commissioners
Re: Needs Assessment based on Initial Review of Rye Town Park
Date: June 16, 2016

In mid-May Terry Fanelli realized that Michael Lazarus, the park's long-time and dependable Point-of-Sale computer system vendor and his company All-Points, were undergoing a major change in personnel and operations. Mike has been the primary IT specialist who set up, provided both hardware and software support for the park's computers. He is now legally unable to provide any contact with the park. All-Points is providing remote software support only which covers only a portion of the park's operational needs.

Other IT issues we are encountering at RTP:

1. Because the internet connection is configured only for the point-of-sale system, no connection is available for networking the staff's computers
2. Staff computers cannot be networked
3. The new staff computers have viruses and there is no IT support for them
4. Internet connection and Wifi is unavailable for staff to use for connecting automated payroll system, as planned. The old timeclock and punch cards are being used while this issue is being addressed
5. The car counter is not working and without Mike Lazarus, there is nobody to trouble shoot the problem

Initial Review of Rye Town Park

On Thursday 6/2, Glenn Sullivan of Sullivan Data, the Town of Rye's IT vendor spent approximately 2 hours doing an initial review of the point of sale system at the Rye Town Park. The time spend did not allow for a detailed inspection of the system, but he was able to get an overview of the system as it is currently installed and operating, which I have provide below. He has submitted the following preliminary assessment, recommendations and budget:

System Overview

The point of sale system at Rye Town Park consists of a central server which hosts Microsoft Retail Management System (RMS) 2.0 connected to 7 point of sale stations located in various areas throughout the park. These remote stations are connected to the server through a series of Ethernet switches placed throughout the network. The northern-most station is connected to the server via a dedicated point to point wireless system.

Network Server

The network server is a Dell PowerEdge T310 that was purchased in April of 2014. The server is still under warranty but that will expire next April and should be extended. Considering the 7 day per week mission critical role this machine plays, it should have been purchased with a redundant power supply and a hot spare drive. A power supply or drive failure during a busy summer weekend would bring the system down completely (power supply), or slow the system by 50% (drive failure). During my time onsite I was not able to confirm that the server had operational anti-virus software or was being fully backed up, these are both concerns that should be addressed as ASAP.

Network Infrastructure

The network infrastructure consists of a home office style firewall and multiple switches connecting the server to the workstations. There are some networking issues that were observed during my visit that will need to be resolved as well as a cleanup of some of the cabling which was haphazardly installed and may be causing some of the problems. Some of the switches installed are older Fast Ethernet models as opposed to the current Gigabit Ethernet, these are limiting system performance and throughput. As stated above, the northern-most station is connected via point to point wireless which should be reconfigured / realigned to improve connectivity and connection speed to that station.

Point Of Sale Stations

The point-of-sale stations themselves are Dell Optiplex 3020's purchased at various times in 2015 and are still under warranty. Each station is equipped with a bar code scanner, a receipt printer and a cash drawer. Since there are 7 of these stations in operation, I would suggest that some spare components be acquired to prevent downtime when hardware failures occur.

Initial Suggestions For Improvement

Recommended Priorities

- 1 Determine if there is Anti-Virus Software installed on server and all workstations. If not get cost to purchase licenses for same.
- 2 Determine if there are daily backup configured / operating on server. If exist, test and confirm restore capability. If not, provide cost to put on SDM select plan.
- 3 Determine what is wrong with internal firewall & wireless and if the problem can be resolved with configuration changes.
- 4 Get a price from the security / cabling person to run a cable to the office across the way to connect second notebook.
- 5 Get the details of the "in the road" car counter and try to determine why it is not operating during documentation phase.
- 6 Have maintenance person remove plywood blocking antenna for wireless bridge to north gate for inspection and realignment. Get all details at same time.
- 7 Get costs from Dell for a second (redundant) power supply and a spare 300GB SAS 10K drive for the T310 server.
- 8 Get costs from Dell to extend server warranty to 6 years.
- 9 Determine what, if any spares the Park have on site. Would be looking to have 1 CC reader, 1 touch screen, 1 receipt printer and 1 scanner.
- 10 Consider replacement of 10/100 switches to improve system speed.



Rye Town Park
95 Dearborn Ave.
Rye, NY 10580
914 967-0965

Westhab - CWEP

Community Work Experience Program

RESOLUTION

On motion of Commissioner _____, seconded by Commissioner _____, the following Resolution was adopted:

WHEREAS, Westchester County entered into a program with Westhab that provides local residents, on public assistance, support in job training, child care, transportation and work experience by securing for them temporary work assignments with government agencies, non-profit organizations and municipalities, and

WHEREAS, the Rye Town Park Commission has identified a need to hire such individuals as recommended by Westhab to perform various functions for the Park; and

WHEREAS, these employees would be paid by Westchester County through Westhab at no cost to the Rye Town Park Commission; and

NOW, THEREFORE, BE IT RESOLVED that the Rye Town Park Commission agrees to enter into an agreement which is attached hereto with the County of Westchester choosing to participate in the Community Work Experience Program; and

BE IT FUTHER RESOLVED that Gary Zuckerman, President of the Rye Town Park Commission, is hereby authorized to execute the Agreement attached hereto with the County of Westchester.

ROLL CALL

AYES:

NOES:

ABSENT:

Dated: July 11, 2016

STATE OF NEW YORK :
COUNTY OF WESTCHESTER : ss:
TOWN OF RYE :



Rye Town Park
222 Grace Church St.
Port Chester, NY 10573
914 967-0965

MEMO TO: Rye Town Park Commission
FROM: Debbie Reisner
RE: Community Work Experience Program (CWEP)
DATE: July 7, 2016

The Community Work Experience Program (CWEP) is a human development and work preparedness program run by Westhab for Westchester County. In essence, this is a program that provides to local residents who receive public assistance: job training, childcare, transportation and work experience by securing for them temporary work assignments with government agencies and non-profit organizations.

*Should we choose to participate, the Park Senior Staff would outline the jobs that we have available, specifying the skills and competencies required for the positions, as well as any disqualifiers (such as criminal history). We can also specify a preference for people who live in the City of Rye and the Town of Rye. Westhab would forward to us candidates that match our parameters. We would then conduct our own interviews, run our own background checks and make our selection. **The participants are paid by Westchester County.***

For us, this program could provide workers to perform tasks that have had to be deferred due to lack of resources. For example, CWEP workers could be assigned to grounds keeping projects and trash collection under the supervision of Terry Fanelli, Larry Miano and Sal Valiente. The added workers could free up Sal and his maintenance crew to handle other more skill-based projects.

This would also enable the Rye Town Park Commission to develop an added dimension to the service it provides to the community. I'm sure that as we see how this program works in practice, other tasks and uses for the CWEP workers will grow out of this.

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

Community Work Experience Program (CWEP)

Developing Worksites to service many needs in the community: Sponsor agencies can be Government, or Not-For Profit.

This is to help people who are receiving temporary assistance to gain work experience; through learning basic skills, obtaining on the job training, skills enhancement, all leading them to a better job.

A Win-Win Situation----- The customer transitions to Self-Sufficiency.

1. **The Sponsor agency** -----gets help with tasks that need to be done.
2. **Social Service**-----Fulfills the goals of enhancing customers' work related skills, while helping the community.
3. **The Job Market**-----has a new employee, with better skills.

What the temporary assistance customer hopes to gain will be Self Sufficiency, through the experience of:

1. A daily routine, of going to a worksite;
2. Doing valuable tasks
3. Building skills
4. Gaining confidence
5. Applying for jobs
6. Starting on the road to a better life

Your agency can have a part in bettering the lives of people living in Westchester County, and gain valuable benefits from the work that they will do.

Our services can be obtained, by contacting: Topaz Sommerville
tas6@westchestergov.com Cell (914)625-4401-Office#914-813-6866

Agreement with Worksite Sponsor Agency

THIS AGREEMENT, made the _____ day of _____ 20 __, by and between

THE COUNTY OF WESTCHESTER, having its offices at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York 10601 (hereinafter designated the "County")

acting by and through its

Department of Social Services
(hereinafter designated the "Social Services District"), and

(hereinafter designated as the "Sponsor")

WHEREAS, the County, acting by and through its Social Services District, is charged with receiving and administering federal Temporary Assistance for Needy Families (TANF) funds, state Safety Net funds and Food Stamp Employment and Training (FSET) funds to be used for work activities in accordance with State Social Services Law and its implementing regulations. TANF activities must be in accordance with the state plan filed with the U.S. Department of Health and Human Services under Title IV-A of the Social Security Act. The Social Services District may use federal and state funds for work activities as authorized under the TANF Program, the state-administered Safety Net Program, and the FSET program to provide for the establishment of work experience projects, including any work experience that is part of a community service program, for persons in receipt of TANF, Safety Net and/or food stamp benefits. Such projects may include the performance of work experience activities in the public sector or non-profit sector, including activities associated with refurbishing publicly assisted housing. Work experience projects also may include the operation of an activity of a governmental unit, a non-profit agency, or an institution, pursuant to an agreement with the Social Services District in accordance with state regulations; and

WHEREAS, the Sponsor is a state or federal government institution, a municipality, a public agency, or a public or private nonprofit entity desiring to provide work experience activities for recipients of TANF, Safety Net, and/or food stamps under an agreement complying with such provision of law and regulations.

NOW, THEREFORE, it is agreed as follows:

1. The Social Services District shall assign to the Sponsor recipients of TANF, Safety Net, and/or food stamps (hereinafter called "Participants") to whom the Sponsor shall assign work experience activities in accordance with the provisions of this Agreement and applicable law and regulations and subject to the provisions of Paragraph "3" below.

2. Work experience activities shall be performed at the Sponsor's office or at such other worksite locations as shall be mutually agreed upon between the Social Services District and the Sponsor. The work experience assignment, however, must serve a useful public purpose in fields such as health, social services, environmental protection, education, urban and rural development and re-development, welfare, recreation, operation of public facilities, public safety, or child day care.

3. With respect to confidential information, the Sponsor shall comply with all applicable Federal, state and local requirements, including without limitation, the Civil Rights Act of 1964, as amended, and Part 357 of Title 18 of the New York Code of Rules and Regulations, relating to the confidentiality of records and information and any other applicable laws, rules and regulations pertaining to disclosure of confidential information.

a) The Sponsor shall fully inform its staff members to whom confidential information is disclosed, of the penalties and fines for re-disclosure in violation of State law and regulation.

b) Any disclosure of confidential HIV-related information must be accompanied by the following written statement:

"This information has been disclosed to you from confidential records which are protected by State law. State law prohibits you from making any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by law. Any unauthorized further disclosure in violation of State law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is not sufficient authorization for further disclosure."

c) The Sponsor shall implement the following procedures for the purpose of safeguarding information and ensuring the protection of health history information related to an

individual who has been diagnosed as having AIDS or an HIV-related illness or an HIV infection or laboratory tests performed on an individual for HIV-related illness:

(1) Records containing individually identifiable information shall be marked "confidential" and kept in locked files or in rooms that are locked when the records are not in use.

(2) When in use, records shall be maintained in such a manner as to prevent exposure of individual identifiable information to anyone other than the authorized party directly utilizing the case record.

(3) No records shall be taken from the place of business without prior authorization by appropriate supervisory staff in order to perform a function which requires the possession of the records outside of the agency and where return of the records to the agency at the close of business would result in an undue burden to the staff. In those cases where records are taken home by staff, the records are to be maintained in a secure location and are not to be disclosed to anyone other than those expressly authorized by statute or regulation. The records are to be returned to the agency by staff on the following business day.

(4) Records shall be transmitted from one location to another in a sealed envelope stamped "Confidential" and a receipt shall be obtained documenting delivery of said records.

(5) Interviews with clients shall be conducted at a location and in a manner which maximizes privacy.

(6) Employees of the New York State Department of Social Services, the local social services district or the other authorized agency, consistent with applicable statute and regulation, shall have access to individual identifiable information only where the employee's specific job responsibilities cannot be accomplished without access to individual identifiable information.

d) Confidential information maintained in and/or obtained from Office of Temporary and Disability Assistance ("OTDA") maintained systems/databases, such as, but not limited to, the Welfare Management System (WMS), Child Support Management System (CSMS/ASSETS), Benefits Issuance Control System (BICS), Commissioners Dashboard, and other such systems, is considered to be confidential. Access to and use of such information by Sponsor staff is *strictly limited to authorized employees and legally designated agents for authorized purposes only.*

The Sponsor must maintain the confidentiality and security of such personal, private and sensitive information in accordance with all applicable Federal and State laws and regulations.

Use and disclosure of such information is strictly limited to authorized purposes, such as uses directly connected with the administration and delivery of program services. For example:

- (1) Authorized users may not access their active, closed or archived case records, or those involving a relative, acquaintance, neighbor, friend, partner, co-worker, or other individuals to whom they have no official assignment.
- (2) Authorized users may not disclose information received in their official capacity except in the performance of official job duties and for authorized purposes.
- (3) No one may waive the confidentiality of federal, state or county records.
- (4) In certain circumstances, individuals may authorize a third party, such as an attorney or their adult offspring, to have access to their confidential information.

Unauthorized access to, or release of, such data may result in civil liability and/or criminal prosecution. Incidents involving the unauthorized access or disclosure of the confidential information in OTDA-maintained systems/databases must be reported to the OTDA Information Security Office (ISO) at (518) 473-3195. When reporting, please be prepared to provide a central point of contact, telephone number, and details as to the nature, location, date, time and individuals involved in the security breach. Additional information may be collected to access the incident and determine appropriate response, reporting and corrective actions.

4 The Westchester County Department of Social Services does not conduct any pre-screening as to the fitness or criminal background of Participants as a condition of eligibility for public assistance.

5. The assignment of a Participant to a work experience activity must not result in:

- a. the displacement of any currently employed employee or loss of job or position, including partial displacement such as a reduction in the hours of non-overtime work, wages or employment benefits, or result in the impairment of existing contracts for services or collective bargaining agreements;
- b. the assignment of a Participant to a work experience activity when an employee is on layoff from the same or any equivalent position, or the employer has terminated the employment of any regular employee or otherwise has reduced its workforce with the effect of filling the resultant functional vacancy with such Participant;

- c. any infringement of the promotional opportunities of the Sponsor's employees;
- d. the performance, by such Participant, of a substantial portion of the work ordinarily and actually performed by regular employees; or
- e. the loss of a bargaining unit position as a result of the work experience Participant performing, in part or in whole, the work normally performed by the employee in such position.

6. Work experience assignments shall not be made at any worksite at which the regular employees are on a legal strike against the employer or are being subjected to a lock out by the employer.

7. No Participant shall be assigned to a work experience activity that conflicts with his or her bona fide religious beliefs.

8. The Social Services District will advise the Sponsor as to the number of mandatory hours for which each Participant must participate in work experience activities each month. A Participant may be assigned to work experience activities for a maximum number of hours calculated by dividing his or her public assistance grant and food stamps, if any, by the state or federal minimum wage, whichever is higher. The limitation of the number of hours of work experience activities to which a Participant may be assigned is only a calculation of allowable hours in work experience activity and does not mean that such Participant is receiving a wage for the performance of such activities. The Participant is not "working off" the grant, but is engaged in work experience activities as an element of his or her plan to become self-sufficient. In no event may a Participant be required to work more than forty hours in any week.

9. The Social Services District will advise the Sponsor as to any limitations a Participant may have with regards to the nature of work experience activities in which they may participate; Participants will be required to perform only those activities that are within their physical capabilities.

10. The Sponsor will maintain and provide to the Social Services District time records with respect to each Participant, and shall ensure that such time records are adequate to meet the needs of the Social Services District. Such time records will include the Sponsor's name and address, the Participant's printed name, signature, the in and out time while the Participant participated in work experience activities, and the period covered by the report. The sheets must

be cosigned by the worksite supervisor or a designee weekly. These sheets are to be transmitted weekly to the case manager who appointed the Participant. Monthly, these sheets are to be returned to the Department of Social Services, Attention: Employment Operations, 112 East Post Road, Room 620, White Plains, New York 10601. The Sponsor will notify the Social Services District if a Participant refuses and/or fails to perform assigned work experience activities.

11. The Sponsor expressly agrees that neither it nor any sponsor, employee, or any other person acting on its behalf shall discriminate against or intimidate any Participant or other individual on the basis of race, creed, religion, color, gender, age, national origin, ethnicity, alienage or citizenship status, disability, marital status, sexual orientation, familial status, genetic predisposition or carrier status during the term of or in connection with this Agreement, as those terms may be defined in Chapter 700 of the Laws of Westchester County. The Sponsor acknowledges and understands that the County maintains a zero tolerance policy prohibiting all forms of harassment or discrimination against its Participants or any other individual by co-workers, supervisors, vendors, sponsors, or others.

12. Participants shall not be required to travel an unreasonable distance from their homes (generally a round trip lasting more than two hours) or to remain away from their home overnight for the purpose of participating in work experience activities.

13. All Participants will be covered by the County's Workers Compensation coverage, including any lawful self-insurance plan maintained by the County, which is in conformity with the Workers Compensation Law of the State of New York. The Sponsor shall provide to the Social Services District proof of General Liability Insurance naming the County of Westchester as an additional insured and evidencing limits of \$1,000,000 per occurrence and the following coverages:

- (a) Premises/Operations
- (b) Contractual Liability

All policies of the Sponsor shall be endorsed to contain the following clauses:

(a) Insurers shall have no right to recovery or subrogation against the County of Westchester (including its employees and other agents and agencies), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the above-described insurance.

(b) The clause "other insurance provisions" in a policy in which the County of Westchester is named as an insured, shall not apply to the County of Westchester.

(c) The insurance companies issuing the policy or policies shall have no recourse against the County of Westchester (including its agents and agencies as aforesaid) for payment of any premiums or for assessments under any form of policy.

(d) Any and all deductibles in the above described insurance policies shall be assumed by and be for the account of, and at the sole risk of, the Sponsor.

In addition, the Sponsor shall provide Participants with tort claims protection on the same basis as it is provided to other persons in similar employment.

14. The Sponsor shall promptly notify the Social Services District of a participant's absence (whether for illness or otherwise), except when such absence is on a preplanned basis approved by the Social Services District. Such notification shall include prompt telephone notice to the Social Services District followed by written confirmation if requested. Additionally, the Sponsor shall report to the Social Services District any injury to or illness of any Participant.

15. The Sponsor shall provide adequate supervision to the Participant. The Sponsor will review the performance and attitude of all Participants with a representative of the Social Services District at regular and mutually convenient intervals.

16. The Sponsor will establish and maintain appropriate standards of health, safety, and other work conditions to ensure that Participants are adequately protected against hazards or activities that may affect adversely their health or safety. Such standards shall meet or exceed those required by public employee safety and health standards as established in New York State Labor Law section 27-a.

17. The Social Services District will provide transportation or will meet the cost of transportation, provide necessary allowance for child care and provide other supportive services as may be required by Participants.

18. The Sponsor shall provide any special clothing, specific tools or equipment that may be required for the Participants to perform work experience activities.

19. Participants may be required to operate a motor vehicle in the course of executing work experience activities. If so, the Sponsor shall provide the motor vehicle, and also shall provide adequate liability insurance for such motor vehicle which shall cover the Participant who may be operating the vehicle. Only properly licensed Participants may be assigned such work experience activities.

20. The Sponsor may terminate the work experience activities of any Participant, provided that the Sponsor shall promptly furnish the Social Services District with a written evaluation of the Participant's performance and the reason for the termination.

21. The Sponsor may offer full-time paid employment to any Participant, provided the Sponsor furnishes to the Social Services District written notice of such offer and the Participant's acceptance or rejection thereof, including details as to the job description, wages and date of employment.

22. The Sponsor agrees to indemnify and save harmless the State of New York and the County of Westchester, their officers, employees, agents, and elected officials from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of this Agreement. The Sponsor further agrees to provide defense for and defend any claims or causes of action of any kind or character directly or indirectly arising out of this Agreement at its sole expense and agrees to bear all other cost and expenses relating thereto. The foregoing provisions shall not be construed to cause the Sponsor to indemnify the State and the County, their officers, employees, agents, or elected officials from its or their sole negligence. The Sponsor affirms that it will comply in the performance of the Agreement with all applicable provisions of the Labor Law, Workers' Compensation Law, State Employment Insurance Law, State General Obligations Law, federal Social Security Law and any and all rules and regulations promulgated by the U.S. Department of Labor, the U.S. Department of Health and Human Services, the Commissioner of Labor of the State of New York, and any other applicable laws, rules and regulations.

23. The Sponsor shall use all reasonable means to avoid any conflict of interest with the County and shall immediately notify the County in the event of a conflict of interest. The Sponsor shall also use all reasonable means to avoid any appearance of impropriety.

Attached hereto and forming a part hereof as Schedule "A" is a questionnaire entitled "Required Disclosure of Relationships to County." The Sponsor agrees to complete said questionnaire as part of this Agreement. In the event that any information provided in the completed questionnaire changes during the term of this Agreement, Sponsor agrees to notify County in writing within ten (10) business days of such event.

24. This term of this Agreement shall commence upon execution and shall continue indefinitely until terminated by either party, with or without cause, upon thirty (30) days prior written notice to the other party by registered or certified mail, return receipt requested.

25. This Agreement shall not be modified except by a further written agreement signed by both parties.

26. This Agreement shall not be enforceable until signed by both parties and approved by the Office of the County Attorney.

NO FURTHER TEXT ON THIS PAGE

IN WITNESS WHEREOF, the County of Westchester and the Sponsor have caused this agreement to be executed.

THE COUNTY OF WESTCHESTER

Commissioner
Department of Social Services

SPONSOR ORGANIZATION

Organization Name

Sponsor Signature

Approved as to form and
manner of execution:

Assistant County Attorney
County of Westchester

ACKNOWLEDGMENT

STATE OF NEW YORK }
 }
COUNTY OF } ss.:

On the _____ day of _____ in the year 20__ before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Date: _____

Notary Public

SCHEDULE "A"

REQUIRED DISCLOSURE OF RELATIONSHIPS TO COUNTY

(Prior to execution of a contract by the County, a potential County Sponsor must complete, sign and return this form to the County)

Contract Name and/or ID No.:

(To be filled in by County)

Name of Sponsor:

(To be filled in by Sponsor)

A.) Related Employees:

1. Are any of the employees that you will use to carry out this contract with Westchester County also an officer or employee of the County, or the spouse, or the child or dependent of such County officer or employee?

Yes _____ No _____

If yes, please provide details: _____

B.) Related Owners:

1. If you are the owner of the Sponsor, are you or your spouse, an officer or employee of the County?

Yes _____ No _____

If yes, please provide details: _____

To answer the following question, the following definition of the word "interest" shall be used:

Interest means a direct or indirect pecuniary or material benefit accruing to a county officer or employee, his or her spouse, child or dependent, whether as the result of a contract with the county or otherwise. For the purpose of this chapter, a county officer or employee shall be deemed to have an "interest" in the contract of:

- i. His/her spouse, children and dependents, except a contract of employment with the county;
- ii. A firm, partnership or association of which such officer or employee is a member or employee;
- iii. A corporation of which such officer or employee is an officer, director or employee; and
- iv. A corporation of which more than five (5) percent of the outstanding capital stock is owned by any of the aforesaid parties.

2. Do any officers or employees of the County have an **interest** in the Sponsor or in any sub Sponsor that will be used for this contract?

Yes _____ No _____

If yes, please provide details: _____

Authorized Company Official shall sign below and type or print information below the signature line:

Name:

Title:

Date:

Westchester County Department of Social Services Employment Operations

REPORTING OF WORK RELATED INJURY OR ILLNESS FOR SAFTEYNET/ TANF RECIPIENTS AT YOUR WORKSITE

If a Safety Net/TANF recipient participating in the work experience program sustains a work related injury or illness while performing his/her duties at an assigned community work experience site, it is essential that the Department of Social Services is informed of the incident immediately. These procedures should be followed by the Worksite Sponsor Agency staff supervising the participant's assignment.

1. The Worksite Supervisor must promptly inform the Department of Social Services/**Westhab** staff person who made the participant's assignment to your agency.
2. The Worksite Supervisor with the assistance, if necessary, of the Department of Social Services/**Westhab**. staff, must complete the Westchester County Employee Illness and Injury Report form. It is required that the form be completed immediately but if this is not possible it must be completed not later than 24 hours after the reported incident.
3. The Illness and Injury form is to be completed in its entirety by the recipient.
4. The Illness and Injury form is forwarded to the Department of Social Services local District office.
5. The recipient's case number and District Office should be noted on the form at the top right.
6. Information about any witness to the incident must be listed in the "witness" section of the form. If there are no witnesses at all, this should be noted on the illness and injury form.
7. Any medical reports/bills available at the time the illness and injury form is completed may be attached to the form. Information about medical care provided at the time of the incident should be included in the "physician or healthcare professional section". If the recipient refuses medical attention or states they will obtain treatment at a later time, the agency supervisor should include this information on the form.
8. The ENTIRE original form should be mailed or hand delivered to the local Department of Social Services office within 48 hours of the incident. A photocopy of the form may be retained by the Worksite Supervisor.

The Agency staff may contact the Department of Social Services local district office or the Department of Social Services Employment Operations section if any assistance is needed in completing the forms or if an additional supply of forms is needed.



Employee Injury & Illness Incident Report

County of Westchester
148 Martine Avenue, Room 730
White Plains, NY 10601

All sections of the form must be completed. Please contact the Benefits Office with any questions 914-995-4834.

Local Case ID # _____ (To be assigned by the Finance Dept.)

EMPLOYEE'S PERSONAL INFORMATION

Name _____ Date of Birth: _____
Mailing Address _____
Social Security Number _____ Phone Number _____ Male _____ Female _____

EMPLOYEE'S INJURY OR ILLNESS Date of Injury _____
Time of day employee began work on date of injury _____ AM/PM Time of Injury _____ AM/PM
Has the employee given you notice of injury/illness Yes _____ No _____
If yes, notice was given to _____ Orally _____ In Writing _____ Date of Notice _____
If available, attach a copy of the employee's written notice and medical notes, and the employer's incident report.
Where did the injury/illness happen? _____

Was this location where the employee normally worked? Yes _____ No _____ If no, why was the employee there? _____

Employee's Supervisor _____ Did supervisor see injury happen? Yes _____ No _____ Unknown _____
Did anyone else see the injury happen? Yes _____ No _____ Unknown _____ If yes, give name(s) _____

What was the employee doing when he/she was injured or became ill? Be Specific _____

How did the injury/illness occur? Be Specific _____

Explain fully the nature of the employee's injury/illness; list body parts affected. Be Specific _____

Was an object, e.g. forklift, hammer, acid, involved in the injury/illness Yes _____ No _____
If yes, what was it? _____

Was the injury the result of the use or operation of a licensed motor vehicle? Yes _____ No _____ If yes,
Employee's vehicle _____ Employer vehicle _____ Other vehicle _____ License plate number _____
If employer's vehicle was involved, give name and address of your motor vehicle insurance carrier _____

Did the injury/illness result in the employee's death? Yes _____ No _____ If yes, date of death _____

Name and address of nearest relative: _____

MEDICAL TREATMENT

What was the date of the employee's first treatment? _____ None Received _____ Unknown _____
Where did the employee receive first medical treatment for this injury/illness? On Site _____ Doctor's Office _____
Emergency Room _____ Clinic/Hospital/Urgent Care _____ Hospital Stay over 24 Hours _____ Unknown _____
Who treated the employee and where? _____
Is the employee still being treated for this injury/illness Yes No _____ Unknown _____ If yes, name and address of
Treating doctor(s): _____

To your knowledge, did the employee have another work-related injury to the same body part or a similar illness while working for you? Yes _____ No _____ If yes, name the doctor(s) who treated the previous injuries/illnesses if known: _____

RETURN TO WORK

Did the employee stop work because of his/her injury/illness? Yes _____ No _____ If yes, on what date? _____
Has the employee returned to work? Yes _____ No _____
If yes, on what date _____ Regular Duty _____ Limited Duty _____
If the employee has returned to limited duty, what are his/her average gross earnings per week? _____

EMPLOYEE'S WORK INFORMATION ON THE DATE OF THE INJURY OR ILLNESS:

Date the employee was hired _____ What was the employee's job title? _____
What types of activities did the employee normally perform at work? Attach a job description if available. _____

EMPLOYEE'S PAYROLL INFORMATION ON THE DATE OF THE INJURY OR ILLNESS:

Employee's gross pay in an average week? _____
Did the employee receive lodging or tips in addition to pay? Yes _____ No _____
Employee's job was (Check One) Full Time _____ Part Time _____ Seasonal _____ Volunteer _____ Other _____
Which days of the week did the employee usually work? Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____ Sat _____ Sun _____
Was the employee paid for a full day on the day of the injury/illness? Yes _____ No _____
Did you continue to pay the employee after the injury/illness, (sick leave, vacation, disability, regular salary)?
Yes _____ No _____

ADDITIONAL INFORMATION:

An employer or carrier, or any employee, agent, or person acting on behalf of an employer or carrier, who knowingly makes a false statement or representation as to a material fact in the course of reporting, investigation of or adjusting a claim for any benefit or payment under this chapter for the purpose of avoiding provision of such payment or benefit shall be guilty of a crime and subject to substantial fines and imprisonment.

The above information is true to the best of my knowledge and belief.

If prepared by the employer:

Signature of Person Preparing Form _____ Date _____
Print Name _____ Title _____
Phone Number _____

If prepared by a third party on behalf of the employer:

Signature of Person Preparing Form _____ Date _____
Print Name _____ Title _____
Phone Number _____

Company Name and Address: _____
Name and phone number of person who provided information necessary to prepare this form: _____

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

Community Work Experience Program (CWEP)

Developing Worksites to service many needs in the community: Sponsor agencies can be Government, or Not-For Profit.

This is to help people who are receiving temporary assistance to gain work experience; through learning basic skills, obtaining on the job training, skills enhancement, all leading them to a better job.

A Win-Win Situation----- The customer transitions to Self-Sufficiency.

1. **The Sponsor agency** -----gets help with tasks that need to be done.
2. **Social Service**-----Fulfills the goals of enhancing customers' work related skills, while helping the community.
3. **The Job Market**-----has a new employee, with better skills.

What the temporary assistance customer hopes to gain will be Self Sufficiency, through the experience of:

1. A daily routine, of going to a worksite;
2. Doing valuable tasks
3. Building skills
4. Gaining confidence
5. Applying for jobs
6. Starting on the road to a better life

Your agency can have a part in bettering the lives of people living in Westchester County, and gain valuable benefits from the work that they will do.

Our services can be obtained, by contacting: Topaz Sommerville
tas6@westchestergov.com Cell (914)625-4401-Office#914-813-6866