



**CITY OF RYE
1051 BOSTON POST ROAD
RYE, NY 10580**

**REGULAR MEETING OF THE CITY COUNCIL
Council Chambers, City Hall
Wednesday, February 25, 2026
6:30 p.m. Executive Session
7:00 p.m. Public Session**

If you wish to address the Council, kindly sign in with the Clerk by completing the Speaker Form. The Mayor and Councilmembers are happy to meet with residents at City Hall. Check the City website for the “office hours” schedule at <https://www.ryeny.gov/government/city-council>.

AGENDA

1. Call to Order *Mayor*

EXECUTIVE SESSION I (6:30 PM)

2. Matters covered under NYS Public Officers Law Article 7 §105 *Corporation Counsel*
- a. Potential Acquisition of Property
 - b. Litigation
 - c. Personnel Matters

WELCOME (7:00 PM)

3. Pledge of Allegiance and Welcome to the Public *Mayor*
4. Roll Call *Clerk*
5. Spotlight *Mayor*
- a. Human Rights Commission Awards
 - b. Presentation by the Rye Professional Firefighters Foundation
6. Report of the City Manager *City Manager*
7. Hearing of the Public on Non-Agenda Items *Mayor*
-

ACTION ITEMS

8. Consent Agenda *Clerk*
- a. Approval of the Minutes of the City Council Meeting of February 11, 2026
 - b. Authorization for the City Manager to execute an agreement with Southeast Consortium for Special Services, Inc. to provide for 2026 special recreational programming
 - c. Consideration of a request by the Rye Country Day School PA Sustainability Committee to establish seed libraries at Rye Recreation and the Square House
 - d. Authorization for the City Manager to execute a contract for Comprehensive Plan Services with AKRF
9. Items Removed From the Consent Agenda (if any) *Mayor*
10. Appointments to Boards and Commissions *Mayor*
- a. Resolution consenting to the appointment of Ms. Stephanie Fisher to the Emergency Medical Services Committee as the Village of Rye Brook community representative

PRESENTATIONS AND DISCUSSION/PUBLIC HEARINGS

11. Proposed additions to the Rules and Regulations of the City of Rye Police Department. Public Safety
Commissioner
- a. Policy 425 – Homeless Persons
 - b. Policy 426 – Medical Cannabis
 - c. Policy 428 – First Amendment Assemblies
 - d. Policy 607 – Operations, Planning, & Deconfliction
 - e. Policy 1027 – Illness and Injury Prevention
 - f. Policy 1029 – Wellness Program
12. Presentation and Authorization for the City Manager to execute all necessary documents with Firematic Supply Company for the purchase of a new Pierce pumper for the Rye Fire Department Public Safety
Commissioner & City
Manager

INFORMATION

13. Councilmember Reports *Deputy Mayor*

A LOOK AHEAD

(Possible Discussion at a Future Meeting)

15. Upcoming Proposed Additions to the Rules and Regulations of the City of Rye Police Department

- a. Policy 331 – Death Investigation
- b. Policy 416 – Field Training
- c. Policy 417 – Air Support
- d. Policy 418 – Contacts and Temporary Detention
- e. Policy 419 – Tour Supervisors

EXECUTIVE SESSION II – IF NECESSARY

16. Continuation concerning matters from Executive Session I

ADJOURNMENT

If the Council adjourns into executive session, it will then adjourn without further public session.

* * *

The next regular meeting of the City Council will be held on Wednesday, March 11, 2026, at 6:30 p.m. for executive session and 7:00 p.m. for public session.

City Council meetings are available live at www.ryeny.gov/home under Rye TV Government Videos, on Cablevision Channel 75 and Verizon Channel 39, and on demand, indexed by agenda item, on the City website at <https://www.ryeny.gov/government/city-council>.



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, City Manager

AGENDA ITEM: Human Rights Commission Award.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council recognize the award recipient(s).

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND:



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, City Manager

AGENDA ITEM: Presentation by the Rye Professional Firefighters Foundation.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council hear the presentation.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND:



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, Interim City Manager

AGENDA ITEM: Approval of the Minutes of the City Council Meeting of February 11, 2026

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council review and approve the meeting minutes.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: See the attached February 11, 2026, meeting minutes.

UNAPPROVED MINUTES of the Regular Meeting of the City Council of the City of Rye held at City Hall on February 11, 2026, at 7:00 P.M.

PRESENT:

- JOSH NATHAN, Mayor
- MARION ANDERSON
- EMILY BALDWIN (appointed at the beginning of the meeting)
- KEITH CUNNINGHAM
- AMY KESAVAN
- JAMIE JENSEN
- JAMES WARD
- Councilmembers

ABSENT:

ALSO ATTENDING:

- BRIAN SHEA, INTERIM CITY MANAGER
- KRISTEN WILSON, CORPORATION COUNSEL
- MICHAEL KOPY, COMMISSIONER OF PUBLIC SAFETY

The Council convened in City Hall at 7:14 P.M. The meeting was streamed live at www.ryeny.gov for public viewing.

WELCOME

1. [Pledge of Allegiance and Welcome to the Public](#)

Mayor Nathan led the Pledge of Allegiance.

2. [Roll Call](#)

The City Clerk called the roll, and there was a quorum.

3. [Community Spotlight](#)

Mayor Nathan nominated Emily Baldwin to the Council to fill the vacancy.

On motion by Councilperson Cummingham, seconded by Councilperson Kesavan, it was:

RESOLVED to appoint Emily Baldwin to the City Council.

Adopted by the following vote:

- AYES: Councilpersons Cunningham, Jensen, Ward, Anderson, Kesavan, and Mayor Nathan
- NAYS: None

UNAPPROVED MINUTES – Regular Meeting - City Council
February 11, 2026

ABSENT: None

4. [Report of the City Manager](#)

City Manager Brian Shea updated the City Council on various items.

5. [Hearing of the Public on Non-Agenda Items](#)

- Joseph Lorono, 160 Osborn Rd, spoke on the project at 151 Purchase Street.

ACTION ITEMS

6. [Consent Agenda](#)

- Approval of the Minutes of the City Council Meeting of January 28, 2026
- Consideration of a request from the Rye Free Reading Room to use the Village Green, City Hall Parking lot, and host food trucks on Haviland Layne on May 31, 2026, from 8:00 a.m. to 5:00 p.m. to host the annual vehicle fair.
- Consideration of a request from the Rye Free Reading Room to use the Village Green for a variety of summer programs from May 15, 2026, to October 1, 2026, between 9:30 a.m. and 8:00 p.m.
- Award bid for Sanitary Sewer Cleaning and CCTV Project (Contract # 2026-01)
- Award bid for Solid Waste Containers Service Contract (Contract # 2026-02)
- Authorization for the City Manager to execute an agreement with Christ's Church for the use of the Church's facility for Kiddy Camp in 2026.

On motion by Councilperson Jensen, seconded by Councilperson Anderson, it was:

RESOLVED to approve all Consent Agenda items.

Adopted by the following vote:

AYES: Councilpersons Cunningham, Jensen, Ward, Anderson, Baldwin, Kesavan, and Mayor Nathan

NAYS: None

ABSENT: None

7. [Acceptance of a \\$ 1,500 grant from the Professional Rye Firefighter Association to the Rye Senior Advisory Committee for safety lanterns to be distributed among seniors in the community.](#)

On motion by Councilperson Cunningham, seconded by Councilperson Ward, it was:

RESOLVED to accept the gift.

Adopted by the following vote:

AYES: Councilpersons Cunningham, Jensen, Ward, Anderson, Baldwin, Kesavan, and Mayor Nathan

NAYS: None

ABSENT: None

8. [Appointments to Boards and Commissions](#)

- New Appointments:
 - Dr. David Alarsk – Recreation Commission
- Ad hoc Living Landmarks Committee
 - Alison Cupp Relyea, Chair
 - Rick McCabe
 - Missy Fahey
 - Greg Usry
 - Amy Vijayanagar
 - Kim Forman

PRESENTATION AND DISCUSSION/PUBLIC HEARINGS

9. [Proposed additions to the Rules and Regulations of the City of Rye Police Department.](#)

- a. Policy 302 – Handcuffing & Restraints
- b. Policy 303 – Control Devices
- c. Policy 304 – Conducted Energy Devices
- d. Policy 311 – Officer Response to Calls
- e. Policy 500 – Traffic

Public Safety Commissioner Mike Kopy summarized the proposed Rules and Regulations.

The Council unanimously accepted the proposed additions.

10. [Presentation by the City of Rye Deer Management Committee and request for the transfer of \\$19,000 from the General Contingency line to the City Council Consultant line for a forest ecological health assessment.](#)

Chairman of the Deer Committee, Ryan Fitzpatrick, gave a general update on the process of the Deer Management Committee. On behalf of the committee, he requested funds of \$19,000 to conduct a forest ecological health assessment.

UNAPPROVED MINUTES – Regular Meeting - City Council
February 11, 2026

On motion by Councilperson Ward, seconded by Councilperson Cunningham, and unanimously carried, it was

RESOLVED to approve the transfer of \$19,000 from the General Contingency line to the City Council Consultant line.

Adopted by the following vote:

AYES: Councilpersons Cunningham, Jensen, Ward, Anderson, Baldwin, Kesavan, and Mayor Nathan

NAYS: None

ABSENT: None

11. [Continue a public hearing to consider Local Law No. 1-2026 to repeal sections of Chapter 133 “Noise” § 133-7 “Lawn maintenance equipment regulations” in its entirety and amend Chapter 122 “Leaf Blower Regulations” of the Code of the City of Rye to prohibit the use of gas leaf blowers with certain exceptions and to amend the penalties for violations of the Chapter.](#)

The following people spoke:

- Michael Ionio, 66 Rye Rd
- William Daily, 17 Hewlett St
- Sam Scicvillo, Port Chester
- Daniel Greto, 56 Sonn Dr
- John Storino, Port Chester
- Libby Alexander, 290 Stuyvesant Ave.
- Peter Balsamo, Mamaroneck
- Onur Tuncer, 1 Thorne Pl
- Martha Bradt, 164 & 176 Kirby Lane
- Jesus Partida, New Rochelle
- John Storina, Port Chester
- Susan Drouin, 57 Morehead Dr
- Hilary Garland, 1 Kirby Lane

The Councilmembers shared their thoughts on the proposed legislation.

On motion by Councilperson Anderson, seconded by Councilperson Kesavan, and unanimously carried, it was

RESOLVED to close the public hearing.

On motion by Councilperson Ward, seconded by Councilperson Kesavan:

**RESOLUTION OF THE RYE CITY COUNCIL ADOPTING LOCAL LAW NO. 2 OF 2026
REPEALING CHAPTER 133 AND AMENDING CHAPTER 122 TO PROHIBIT THE USE OF
GAS LEAF BLOWERS**

WHEREAS, the City Council has heard concerns regarding the incessant noise that is caused by gas powered leaf blowers during the spring and fall clean-up periods; and

WHEREAS, the City Council has also heard concerns that the current regulations related to the use of leaf blowers and lawn equipment to be confusing and difficult to understand; and

WHEREAS, a resolution was duly adopted by the City Council of the City of Rye on January 13, 2026 scheduling a public hearing to be held on January 28, 2026 to hear all interested persons on a proposed local law to repeal sections of Chapter 133 “Noise” § 133-7 “Lawn maintenance equipment regulations” in its entirety and amend Chapter 122 “Leaf Blower Regulations” of the Code of the City of Rye to prohibit the use of gas leaf blowers with certain exceptions and to amend the penalties for violations; and

WHEREAS, the City Council held a public hearing on January 28, 2026 and received numerous written comments; and

WHEREAS, the City Council continued the public hearing to February 11, 2026, allowing all those wishing to be heard a chance to speak; and

WHEREAS, the City Council considered all the oral testimony and written comments and closed the hearing on February 11, 2026; and

WHEREAS, pursuant to part 617 of the implementing regulations of Article 8 of the New York State Environmental Quality Review Act (SEQRA), the adoption of said proposed Local Law is an unlisted action; and

WHEREAS, the Rye City Council is the only involved agency for the proposed Unlisted Action, and is therefore, the Lead Agency; and

WHEREAS, SEQRA requires the Lead Agency to consider the relative impacts based on the proposed changes as compared to the existing use and impact of the property.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the proposed local law is classified as an Unlisted Action under SEQRA; it has no significant adverse environmental impacts and issues a negative declaration thereon;
2. That the adopted of the proposed local law is in the best interests of the residents of the City, and hereby adopts said Local Law No. 2 of 2026, entitled “A local law to repeal sections of Chapter 133 “Noise” § 133-7 “Lawn maintenance equipment regulations” in its entirety and amend Chapter 122 “Leaf Blower Regulations” of the Code of the City of Rye

UNAPPROVED MINUTES – Regular Meeting - City Council
February 11, 2026

Adopted by the following vote:

AYES: Councilpersons Cunningham, Jensen, Ward, Anderson, Kesavan, and Mayor Nathan
NAYS: None
ABSTAIN: Councilperson Baldwin
ABSENT: None

INFORMATION

12. [Councilmember Reports](#)

Councilmembers provided individual updates on the Boards and Commissions to which they serve as liaisons.

13. [Old Business – New Business](#)

Nothing was discussed

14. [Upcoming Proposed Additions to the Rules and Regulations of the City of Rye Police Department](#)

- a. Policy 425 – Homeless Persons
- b. Policy 426 – Medical Cannabis
- c. Policy 428 – First Amendment Assemblies
- d. Policy 607 – Operations, Planning, & Deconfliction
- e. Policy 1027 – Illness and Injury Prevention
- f. Policy 1029 – Wellness Program

ADJOURNMENT

On motion of Councilperson Ward, seconded by Councilperson Anderson, and with the Council in favor, the meeting was adjourned into Executive Session II at 11:02 P.M.

Respectfully submitted,

Noga Ruttenberg
City Clerk



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, City Manager

AGENDA ITEM: Authorization for the City Manager to execute an agreement with Southeast Consortium for Special Services, Inc. to provide for 2026 special recreational programming.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council authorize the agreement by adopting the following resolution.

RESOLVED the City Manager is hereby authorized to execute the agreement with Southeast Consortium in order to provide recreational programs for children with disabilities.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: See the attached memo and agreement.

Erin Mantz
Recreation Superintendent
Rye, New York 10580



CITY OF RYE

Tel: (914) 967-2535
Fax: (914) 967-5521
E-mail: recreation@ryeny.gov
<http://www.ryeny.gov>

Recreation Department

Memorandum

To: Brian Shea, City Manager
From: Erin Mantz, Recreation Superintendent
Date: 2/11/2026
Re: South East Consortium

South East Consortium for Special Services, Inc. (SEC) is a not-for-profit community-based organization dedicated to providing therapeutic recreation programs and leisure-related services to children and adults with disabilities and other special needs.

South East Consortium partners with Rye Recreation/City of Rye, along with other local municipalities, to provide over 350 residence with comprehensive, age-appropriate programs and services, suitable for people with different levels of ability.

Currently Damiano Recreation Center is home to South East Consortium Monday Evening Zumba class and Monday evening Mix It Up Cooking Class. Rye Recreation also provides facility space for occasional Play Production Practices, one-day Craft Workshops and Sport class.

South East Consortium is a valuable and essential partner for the City of Rye giving us the ability to offer residence therapeutic leisure services.





February 5, 2026

Ms. Erin Mantz, Superintendent
Department of Recreation
City of Rye
281 Midland Avenue
Rye, NY 10580

STATEMENT FOR SERVICES AS FOLLOWS:

2026 Municipal Agreement between the South East Consortium for Special Services, Inc. (SEC) and the City of Rye. Please remit at your earliest convenience. Please note this amount reflects a 2.5% increase from 2025.

AMOUNT DUE FOR 2026: \$15,413.31

Please sign both enclosed agreements and return one with your remittance.

Thank you.

A handwritten signature in blue ink, appearing to read "Jennifer Spenner-Kind".

Jennifer Spenner-Kind
Executive Director



South East Consortium for Special Services, Inc. (SEC)

Inter-Agency Agreement for 2026 – City of Rye

This agreement made by and between the SEC, a not-for-profit corporation of the state of New York; City of Rye, a municipal corporation of the state of New York; Town of Harrison/Village of Harrison, a municipal corporation of the state of New York; Town of Mamaroneck, a municipal corporation of the state of New York; Town of Pelham, a municipal corporation of the state of New York; Town of Eastchester, a municipal corporation of the state of New York; Village of Rye Brook, a municipal corporation of the state of New York; Village of Scarsdale, a municipal corporation of the state of New York; Village of Port Chester, a municipal corporation of the state of New York; and the Village of Mamaroneck, a municipal corporation of the state of New York shall enable said component municipalities the opportunity to provide collective programs of special recreation services and respite opportunities for residents with Intellectual and /or Developmental Disabilities (I/DD) through participation in SEC as appropriate and available.

Now, therefore, the parties hereto agree as follows:

FIRST: The parties shall jointly operate a special recreation program for residents with Intellectual and /or Developmental Disabilities (I/DD) residing or domiciled within the corporate limits of their respective municipalities to the best of its capabilities and available resources.

SECOND: The program shall be funded through each municipality in accordance with a schedule attachment hereto and main part hereto establishing respective shares which shall be in addition to any third-party sources of funding. Said local share shall be paid to SEC at the municipalities' earliest convenience in the current calendar year unless otherwise mutually agreed upon.

THIRD: The substantive program policy shall be the joint responsibility of all the parties, but shall be carried out administratively by the SEC in the same manner as any other program(s) for which said council would otherwise individually be responsible. Administrative services include, but not limited to accounting, payroll, legal, personal, insurance and risk management. In addition, the SEC on the behalf of the program, may apply and receive grants and other third party sources of revenue and may further enter into agreements on behalf of the program which other governmental agencies and not-for-profit organizations providing partial or full support of any program or activity to be provided hereunder.

FOURTH: The Board of Directors, consisting, in part, of a designee from each component municipality shall have policy - making power for the program, and which shall further have the power to adopt rules, regulations, and procedures for the governing of the program affairs in a manner consistent herewith.

FIFTH: The SEC shall procure and maintain liability insurance at its own cost and expense relating to all activities sponsored by and performed by the program which insurance shall protect the

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Town and Village of Scarsdale • Town of Eastchester • Village of Bronxville • Village of Tuckahoe • Town and Village of Harrison

interest of the parties hereto as named insured's. Said insurance limit and amounts will be determined by resolution by the Board of Directors.

SIXTH: The Chief Fiscal Officer of the SEC shall be the Treasurer.

SEVENTH: Programs shall be held through the component municipalities, utilizing existing and available municipal/community/commercial facilities and resources.

EIGHTH: The SEC shall provide special recreation programs and respite opportunities for component municipalities and will accommodate participants from outside the consortium area in accordance with agency guidelines currently enforced and in place.

NINTH: The agreement shall be in effective for the calendar year 2026 and upon further agreement of the parties, may be amended and /or extended from year to year thereafter.

TENTH: The SEC shall deliver to each component municipality a current Certificate of Insurance verifying the existence of such insurance and naming said component municipality as Additional Insured. The SEC shall hold harmless, indemnify, and defend the City of Rye, its employees, officials, and agents from any and all claims, suits and actions arising out of the activities of the special recreation and respite programs provided by the SEC. The SEC shall provide City of Rye a copy of the Certificate of Insurance naming the City of Rye as an Additional Insured:

In witness where of the parties here to have executed this agreement as the day in the year above written.

South East Consortium for Special Services, Inc.

By: 
Jennifer Spenner- Kind, Executive Director

Date: 02/09/2026

City of Rye

By: _____

Print name and title.

Signature

Date: _____

South East Consortium for Special Services, Inc. Number of Residents Served/Program Hours for 2025

*149 programs were conducted in 2025 delivering 34,003.20 programs hours to members of the Consortium area.

Municipality	Contribution	Residents Served	Program Hours	Transportation Hours	Total Hours	Cost Per Hour
Village of Port Chester	\$23,493.47	15	1425.75	22	1447.75	\$16.23
Village of Rye Brook	\$7,943.81	13	1017	30	1047	\$7.59
Town/Village of Harrison	\$22,983.22	36	2647.75	197	2844.75	\$8.08
City of Rye	\$15,037.37	24	2482.5	295	2,777.50	\$5.42
Town of Pelham	\$13011.87	29	2587.5	170	2757.50	\$4.72
Village of Mamaroneck (Rye Neck only)	\$6,908.45	13	2285.25	29	2314.25	\$2.99
Village of Scarsdale	\$17,579.47	47	5541	196	5737	\$3.07
Town of Mamaroneck/Village of Larchmont/Village of Mamaroneck	\$27,352.92	90	8407.75	567	8974.75	\$3.05
Town of Eastchester	\$30,765.69	98	8388.50	224	8612.50	\$3.58

Additional Instructions for Form DB-120.1

By signing this form, the insurance carrier identified in Box 3 on this form is certifying that it is insuring the business referenced in Box 1a for disability and/or Paid Family Leave benefits under the NYS Disability and Paid Family Leave Benefits Law. The insurance carrier or its licensed agent will send this Certificate of Insurance Coverage (Certificate) to the entity listed as the certificate holder in Box 2.

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is cancelled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in Box 3c, whichever is earlier.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This Certificate may be used as evidence of a NYS disability and/or Paid Family Leave benefits contract of insurance only while the underlying policy is in effect.

Please Note: Upon the cancellation of the disability and/or Paid Family Leave benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Insurance Coverage for NYS disability and/or Paid Family Leave Benefits or other authorized proof that the business is complying with the mandatory coverage requirements of the NYS Disability and Paid Family Leave Benefits Law.

NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

§220. Subd. 8

(a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand and twenty-one, the payment of family leave benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.

(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand eighteen, the payment of family leave benefits for all employees has been secured as provided by this article.



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, City Manager

AGENDA ITEM: Consideration of a request by the Rye Country Day School PA Sustainability Committee to establish seed libraries at Rye Recreation and the Square House.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council consider authorizing the request.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: See the attached request email.

From: Emily Dorin

Sent: Friday, January 30, 2026 2:22 PM

To: Shea, Brian G. <bshea@ryeny.gov>

Subject: Seed libraries

Hi Brian - over the last year, I've had conversations with Rye Rec and the Square House about installing free seed libraries that were built by RCDS students and painted with an outdoor stain. Both are interested and said that they would need to have the City of Rye approve so that maintenance could install them.

Amy Kesavan suggested that I reach out to you to understand who needs to approve, etc. I travel weekly/biweekly for work so attending meetings in-person is a bit difficult. I'm hoping that we can facilitate this via email (if possible).

If approved, we will make sure that our RCDS PA Sustainability Committee keeps the libraries stocked with seed donations and will encourage the public to donate as well.

Please let me know your thoughts on this.

Thanks and stay warm,
Emily



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, City Manager

AGENDA ITEM: Authorization for the City Manager to execute a contract for Comprehensive Plan Services with AKRF.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council consider authorizing the City Manager to execute the agreement by adopting the attached resolution.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: See the attached resolution and AKRF's Comprehensive Plan Services proposals.



CITY OF RYE

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT FOR COMPREHENSIVE PLAN SERVICES WITH AKRF

WHEREAS the City of Rye’s last comprehensive plan was completed in 1985 and has not been completely updated since that time, however, during the same period, the City has undergone significant changes to adapt to resident needs, local economic conditions, and climate risks; and

WHEREAS in November of 2024, the City Council heard a presentation from a professional planning firm which outlined both the benefits of having a current comprehensive plan, and the process for creating a new plan, which the Council acted upon by requesting City Staff to draft and publish a request for proposals (“RFP”) in 2025; and

WHEREAS in 2025, the City Council received several comprehensive plan proposals in response to the RFP that explained how different firms would assist the City with the comprehensive planning process, with City staff delivering a list of the most qualified planning firms to the City Council; and

WHEREAS the City Council proceeded to interview several of the finalist planning firms in 2025 and early 2026 to ensure their selected firm was eminently qualified and capable of completing a project of such significance to both current and future residents; and

WHEREAS the City Council agreed that AKRF Planning was the most qualified firm that possesses the knowledge, skills, abilities, and experience requisite to complete the City’s new comprehensive plan.

RESOLVED that the City Council hereby authorizes the City Manager to accept AKRF’s proposal for the new City of Rye comprehensive plan; and

BE IT FURTHER RESOLVED that this resolution authorizes the City Manager to transfer, reserve, or designate all necessary funds for the project as needed to ensure AKRF receives compensation for the work required to complete the new City of Rye comprehensive plan.

ROLL CALL

Ayes:

Nays:

STATE OF NEW YORK)
COUNTY OF WESTCHESTER)
CITY OF RYE)

Christian K. Miller, AICP; City Planner
City of Rye, Planning Department
1051 Boston Post Road
Rye, NY 10580

02.18.2026

Re: Proposal for Consulting Services, Comprehensive Plan, City of Rye, NY

Dear Christian:

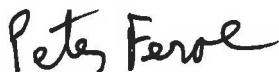
On May 16, 2025, AKRF, Inc. (“AKRF”) submitted a proposal to the City of Rye (the “City”) to provide Comprehensive Plan consulting services. Based on conversations with City staff and officials regarding this proposal, we are pleased to provide this letter, and its attachments, in augmentation of that original proposal.

First, we are pleased to add the **Land Use Law Center (LULC) at Pace University** to our existing team.¹ The LULC at Pace University specializes in engaging developers, citizens, municipal staff, elected officials, and other community opinion leaders with diverse interests and running effective stakeholder engagement and collaborative processes to advance smart growth development approvals and zoning initiatives. The LULC also identifies and addresses cutting-edge land use issues, facilitates zoning and planning initiatives, fosters transit-oriented economic development, and promotes greater housing development in urban areas and the preservation of critical environmental resources. For this project, the LULC would co-lead the public and municipal engagement activities. The Center would also support the development of implementation strategies, drawing on their demonstrated, state-wide, expertise. **Tiffany Zezula, Esq.**, Deputy Director of the LULC, would lead the Center’s team on this project. Tiffany is the primary trainer on consensus building techniques for the Center’s land use training programs for local officials, environmentalists, planners, and developers. Tiffany provides strategic assistance to local governments on comprehensive planning, revitalization, streamlining and general land use matters. Tiffany also works closely with a variety of planning firms in the region in the development of public engagement outreach and facilitation. A summary of projects recently completed by the LULC, along with a resume for Tiffany, are attached.

Second, we are modifying our originally proposed scope of services and budget. Initially, we are requesting additional budget to incorporate the LULC, and Tiffany, into our project team. Tiffany will help to develop a more robust community engagement plan, which will include additional outreach activities, both virtual and in-person. Tiffany will also assist facilitation of committee meetings and in-person engagement events, significantly enhancing the capabilities of both. In addition, we will add two additional Stakeholder Meetings to the proposal, for a total of 14, and broaden our remote participation offerings through our virtual engagement platform. Attached is our revised budget, which proposes an overall budget of \$285,000.

Thank you for the opportunity to present these revisions to our proposal. If you have any questions regarding the revisions, or the proposal generally, please do not hesitate to reach out to me.

Sincerely,
AKRF, Inc.



Peter Feroe, AICP
Senior Vice President | Planning & Land Development

¹ The balance of the team, and their respective roles on the project, would remain the same as in the original proposal.

Town of Mamaroneck Comprehensive Plan Mamaroneck, NY

The LULC was contracted by the Town of Mamaroneck in 2022 to undertake the development of the Town's first Comprehensive Plan. Working with a Comprehensive Plan Committee, LULC crafted the plan based on resident input through various engagement activities, including community visioning outreach sessions, student facilitated discussions, pop-up events at movie nights, farmer's markets and various other Town events. The comprehensive plan also incorporated goals and actions from its LWRP.

TO VIEW THE COMPREHENSIVE PLAN VISIT:

[https://www.townofmamaroneckny.gov/625/
Comprehensive-Plan](https://www.townofmamaroneckny.gov/625/Comprehensive-Plan)

Town of New Castle Public Engagement for the Comprehensive Plan, TOD Area Plan, Recreation, Parks and Open Space Plan Mamaroneck, NY

The LULC assisted the Town of New Castle in updating its Comprehensive Plan. The LULC developed and implemented a public engagement effort that culminated in the final New Castle Public Engagement Report. The LULC then facilitated and managed the overall update of the plan based on the information provided in the public engagement report. The Center also worked on the Town's Recreation, Parks and Open Space survey initiative, and recently

completed the public engagement coordination, facilitation, and report for the Town's TOD Area Plan for the parking lots surrounding the Chappaqua Train Station, which included online engagement through videos and surveys, mobile engagement efforts, and other hands-on activities. The effort has recently won an award by the Westchester Municipal Planning Federation.

INFORMATION CAN BE FOUND AT:

[https://www.mynewcastleny.gov/658/
Envision-New-Castle---Community-Visionin](https://www.mynewcastleny.gov/658/Envision-New-Castle---Community-Visionin)

Town of Cortland TOD Zoning Public Engagement Cortland, NY

In partnership with KARC Planning Firm, the LULC is facilitating and managing the public engagement effort for the Town of Cortland's TOD zoning. Gathering the perspectives of residents is essential in defining the future of the TOD (transit-oriented district) area. Resident input is assisting the team in unlocking the assets of the train station area in order to enhance the overall quality of life in town. This work includes facilitation, organization, and strategic planning of various public events, meetings, and surveys.

MATERIAL FROM THE ENGAGEMENT PROCESS CAN BE FOUND AT:

<https://www.cortlandtinmotion.com/>

Tiffany Zezula, Esq.

Deputy Director



Education

Pace University, School Of Law,
JD and Environmental Law
Certificate, cum laude

Tulane University, BS,
Environmental, Ecological,
Organismal Biology

Awards

2024, Westchester AIA Community
Beacon Award

2023, recipient of the Habitat
for Humanity Housing Justice
Advocate Award

2020, recipient of the New York State
Council of Churches Excellence in
Affordable Housing and Community
Development award

Tiffany Zezula, Esq. is the Deputy Director for the Land Use Law Center at the Elisabeth Haub School of Law. She is the primary trainer on consensus building techniques for the Center's land use training programs for local officials, environmentalists, planners, and developers. She is the national coordinator of the Center's signature program – The Land Use Leadership Alliance Training Program. Her work at the Center also includes coordinating and tailoring training programs and workshops to meet the needs of individual communities, whether that is a ½ day training program or four-day intensive workshop.

Ms. Zezula also provides strategic assistance to local governments on comprehensive planning, revitalization, streamlining and general land use matters. She conducts assessments and audits for municipalities in sustainable development, resiliency, state certification programs, and streamlining development processes. Ms. Zezula works closely with a variety of planning firms in the region in the development of public engagement outreach and facilitation. Her engagement efforts include conversations with a variety of stakeholders, including municipal staff officials, general citizens, senior citizens, students, business leaders, cultural organizations, financial institutions, anchor institutions, and developers. The engagement efforts involve multiple and creative engagement techniques, including neighborhood block parties, neighborhood tours, pop-up events at local municipal pools, high school classroom exercises, and roundtable discussions with stakeholders.

Ms. Zezula is a frequent regional and national speaker, and serves as an adjunct professor at the Elisabeth Haub School of Law at Pace University teaching Environmental Dispute Resolution and Sustainable Development Law. She also coordinates a yearly affordable housing summit bringing industry leaders, municipal officials, syndicates, and lawyers together to discuss trends and solutions to affordable housing.

Select Experience

Village of Red Hook, NY, Comprehensive Plan

Town of Amenia, NY, Comprehensive Plan Public Engagement

Town of Cortlandt, NY, TOD Public Engagement

Town of Mamaroneck, NY, Comprehensive Plan

Town of Ossining, NY, Climate Smart Communities Initiative and Comprehensive Plan

Village of Ardsley, NY, Comprehensive Plan

Town of New Castle, NY, Comprehensive Plan, TOD Engagement, Recreation, Parks, and Open Space Engagement, and Envision New Castle Town Owned Land Public Engagement

Housing Action Council Staff Consultant

Technical Advisor for FEMA/EPA Resilience Implementation and Strategic Enhancement
Local Assessment Tool

Local Waterfront Revitalization Program Grant: Mid-Hudson Resiliency Planning
Components and Resiliency Assessments, New York Department of State

REVISED FEBRUARY 16, 2026

Budget



REVISED FEBRUARY 16, 2026

Budget

AKRF has provided a budget in the table below, which includes an estimate of staff hours required to complete each phase of the proposed scope of work as outlined in Section 3, Project Approach.

TASKS	LUMP SUM COST
Community Engagement	
1. Community Engagement Plan	\$4,000
2. Committee Meetings - assume fifteen (15)	\$27,000
3. City Council Updates - assume four (4)	\$9,000
4. Project Website	
Labor (set up, engagement, maintenance)	\$15,000
Direct Costs	\$10,000
5. Visioning Phase Engagement	
5.1 Stakeholder Meetings - assume seven (7)	\$16,000
5.2 Community Workshops - assume two (2)	\$23,000
6. Initial Recommendations Engagement	
6.1 Stakeholder Meetings - assume seven (7)	\$16,000
6.2 Community Workshops - assume two (2)	\$23,000
Background Studies	
Background Study Development	\$35,000
The Plan	
1. Preliminary Draft Comprehensive Plan	\$65,000
2. Final Draft Comprehensive Plan	\$25,000
Plan Adoption	
1. City Council Hearing	\$4,500
2. Final Comprehensive Plan	\$6,500
3. SEQRA	\$5,000
4. Plan Production (direct cost)	\$1,000
Total	\$285,000



Proposal

PRESENTED TO

City of Rye, New York
Planning Department

FOR

Consulting Services for
Comprehensive Plan

akrf

MAY 16, 2025

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34 South Broadway, Suite 300
White Plains, NY 10601
914.949.7336
www.akrf.com

May 16, 2025

Christian K. Miller, City Planner
City of Rye, Planning Department
1051 Boston Post Road
Rye, New York 10580

Re: Proposal for Consulting Services, Comprehensive Plan, City of Rye, NY

Dear Christian:

AKRF, Inc. ("AKRF") is pleased to submit this proposal for Comprehensive Planning Services to the City of Rye ("the City"). Founded in New York in 1981, AKRF is a full-service planning, environmental consulting, and engineering firm with over 400 planners, engineers, scientists, and related professionals bringing the value of strategic thinking to our municipal clients. We are excited about the opportunity to work with the City as it seeks to replace its current Comprehensive Plan from 1985.

AKRF has extensive experience working with municipalities and stakeholders to distill key issues, engage the community around shared objectives, and develop policies that will guide future decision-making. We pride ourselves on providing realistic, achievable planning concepts that can be implemented and help shape local development patterns. While grounded in the economic and land use reality of a municipality, the plans we have developed, whether at the scale of a single block, a neighborhood, or an entire city, articulate an attainable vision of the 'best self' that a community wants to, and can, become.

AKRF's Westchester-based planners would lead an outstanding team, which includes OLIN Studio and Barton & Loguidice. OLIN has a 40-year legacy of successful placemaking achieved alongside other leading professionals and in collaboration with communities. OLIN's urban designers believe in the power of the public realm, including the design of multi-functional public/private landscapes, vibrant urban spaces, and highly crafted civic parks. OLIN will lead the open space, parks, recreation, placemaking, and downtown vision and character aspects of the plan. Barton & Loguidice provides comprehensive engineering services to support clients with water, sewer, flooding, and transportation infrastructure needs. They bring deep technical expertise to projects, incorporating traditional infrastructure and sustainable, nature-based practices. B&L will lead the traffic and transportation, infrastructure, and flooding components of the plan. The planners, engineers and landscape architects assembled have a wide range of experience planning with engaged communities across the range of topics likely to be addressed in this Plan. We believe that the cornerstone of any successful Planning effort is robust community engagement. As such, we have proposed an extensive public engagement process that will ultimately shape the principles around which the Plan is structured. While our team brings plenty of technical expertise to the table, we believe that Rye's Comprehensive Plan must be developed by, and for the community. Our role is to help facilitate, to guide, and to provide expertise to help address the topics that the Rye community wishes to address.

We appreciate this opportunity to present our proposed approach to this exciting planning opportunity and are available at your convenience to discuss it in more detail. If we can provide further information or answer any questions, please do not hesitate to reach out to me.

Sincerely,

A handwritten signature in black ink that reads "Peter Feroe".

Peter Feroe, AICP
Vice President - Planning & and Development

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01

Introduction & Overview



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01

Introduction & Overview

The AKRF team proposes a Comprehensive Planning process distinguished by frequent, meaningful, engagement with the community as it is our belief that the cornerstone of any successful Planning effort is robust community engagement. Consistent with this belief, we do not come into this process, or any Planning process, presupposing the issues that are the most important to the community nor the manner or priority in which they should be addressed. Rather, our approach will begin by taking a step back and asking the community, “What do you like about, or wish there was more of, in your community?” And, “What do you wish there was less of in your community?” Through these simple questions, asked in many different ways to many different people, our team will identify common themes, core principles and goals, and a common vision.

As the process develops, we will present the community with factual data about the themes identified, as well as a range of relevant information gathered through our Background Studies (e.g., socioeconomic conditions, housing, employment, transportation, infrastructure, etc.). This will allow us to refine the initial themes and visions into goals and principles. Through this interactive and iterative process, the engagement with the community would begin to provide answers to the question that will ultimately drive the Plan’s recommendations, “What actions would you embrace to achieve the vision you have for your community?”

To get there, we’ve assembled a team with a unique breadth and depth of experience. As described below, AKRF would lead the team, and be joined by [OLIN Studio and Barton & Loguidice](#). The planners, engineers and landscape architects assembled have a wide range of experience planning with engaged

communities across the range of topics contemplated in this RFP. Critically, this team also has deep experience implementing envisioned projects—moving them from concept to reality. What sets this team apart is that our unique combination of skills and experience allows us to develop recommendations that can actually be implemented. At the same time, our diverse subject matter experts are ready to take a deep dive into almost any of the issues that may arise in a Comprehensive Planning process in a sophisticated community.

AKRF

Founded in 1981, AKRF, Inc. (“AKRF”) is a full-service planning, environmental consulting, and engineering firm with over 400 planners, engineers, scientists, economists and related professionals bringing the value of strategic thinking to our municipal clients. The diverse composition of our in-house staff—including experts in land use planning and zoning, environmental site assessment and remediation, transportation planning, air quality, noise and acoustics impact evaluation, economic and fiscal impact analysis, natural and cultural resource analysis, stormwater management, and site and civil engineering provides municipalities with seamless and near-immediate responsiveness to a breadth of technical challenges and opportunities.

AKRF has extensive experience working with municipalities and stakeholders to distill key issues, engage the community around shared objectives, and develop policies that will guide future decision-making. We pride ourselves on providing realistic, achievable planning concepts that can be implemented and help shape local development patterns. AKRF has worked on a wide range of comprehensive plans,

economic development and corridor management plans, complete streets plans, brownfield opportunity area plans, master plans, historic resources plans, open space and recreation plans, and waterfront plans for communities throughout New York State. AKRF has worked with over 25 communities, including the **Towns of Amenia, Cortlandt, Dover, Goshen, Orangetown, Philipstown, Rhinebeck, Southeast, Stanford, the Cities of Yonkers and Mount Vernon, and the Villages of Mamaroneck, Mount Kisco, and Pelham Manor.**

AKRF has proven and unparalleled experience developing plans that can actually be implemented. While grounded in the economic and land use reality of a municipality, the plans we have developed, whether at the scale of a single block, a neighborhood, or an entire city, articulate an attainable vision of the ‘best self’ that a community wants to, and can, become.

AKRF’s Westchester-based planners would lead the Comprehensive Plan effort. We would lead all aspects of community engagement, including regular meetings with the Comprehensive Plan Committee, stakeholder outreach, public workshops, website development and on-line engagement. The AKRF team has extensive experience working with municipalities and stakeholders to distill key issues, engage the community around shared objectives, and develop policies that will guide future decision-making.

AKRF would also lead the land use, zoning, energy, sustainability, historic and cultural resources, socioeconomics, and fiscal components of the Plan, as well as contribute to the jointly-prepared resiliency recommendations. We understand the unique opportunities and challenges facing our region’s economy—from housing to the strengthening of our downtowns to cultivating major employers and institutions. Our team is well versed at working with municipalities to identify local strengths and help develop plans that respond to their unique needs and desires in a way that is cognizant of larger regional issues.

AKRF NEW YORK PLANNING CLIENTS

AKRF has provided municipal planning, SEQRA, and zoning services to over 25 communities throughout the region, including:

- *Town of Amenia*
- *Town of Dover*
- *Town of Orangetown*
- *Town of Philipstown*
- *Town of Southeast*
- *Town of Stanford*
- *Town of Washington*
- *City of Newburgh*
- *City of New Rochelle*
- *City of Peekskill,*
- *City of Yonkers*
- *Village of Croton-on-Hudson*
- *Village of Larchmont*
- *Village of Mamaroneck*
- *Village of Irvington*
- *Village of Pelham*
- *Village of Pelham Manor*

AKRF Team Leadership

Peter Feroe, AICP would serve as the Principal-in-Charge. As a Vice President and co-leader of the firm’s Hudson Valley municipal and land planning practice, Peter manages some of the firm’s most complex assignments involving multi-jurisdictional geographic boundaries, overseeing teams of consultants. His work includes land-use planning, zoning, master planning, comprehensive planning, SEQRA environmental reviews, and GIS-based mapping. Notable public-sector clients have included the Town of East Hampton, City of Mt. Vernon, City of Newburgh, and Town of Babylon.

Corey Block, AICP, a Senior Planner at AKRF, would serve as Project Manager. Corey has extensive experience working with municipal clients in New York and Connecticut, having worked on the Johnsbury Comprehensive Plan, Norwalk Affordable Housing Plan, and providing on-call planning services to the Towns of Orangetown, Southeast, and Dover.

OLIN Studio

OLIN will lead the open space, parks, recreation, placemaking, and downtown vision and character aspects of the plan.

OLIN is a multi-generational team of enthusiastic landscape architects, planners, urban designers, and exceptional professional specialists. From neighborhoods to cities to regions, planning for our collective future is part of OLIN's commitment to creating places that enhance life. For decades, OLIN has been assisting cities and communities with some of the most challenging needs in the United States, leading planning and resilience projects across the country and world, focused on multi-benefit systems and landscapes that integrate ecology, infrastructure, and social well-being. OLIN has a 40-year legacy of successful placemaking achieved alongside other leading professionals and in collaboration with communities. OLIN's urban designers believe in the power of the public realm, including the design of multi-functional public/private landscapes, vibrant urban spaces, and highly crafted civic parks. OLIN's rigorous design process achieves outcomes for lasting value and timeless relevance.

The City of Rye needs a clear vision and set of strategies to meet the open space, land use, and flood resilience needs of current and future residents while preserving what makes Rye, Rye. The update to the Comprehensive Plan must make clear the value of cultural and recreation spaces and how they help achieve the plan's key outcomes.

OLIN is uniquely positioned to deliver just that; a clear road map for the future; an evidence-based rationale for specific recommended actions; and tools to streamline decision-making so that it captures a collective community vision.

Barton & Loguidice

B&L will lead the traffic and transportation, infrastructure, and flooding components of the plan.

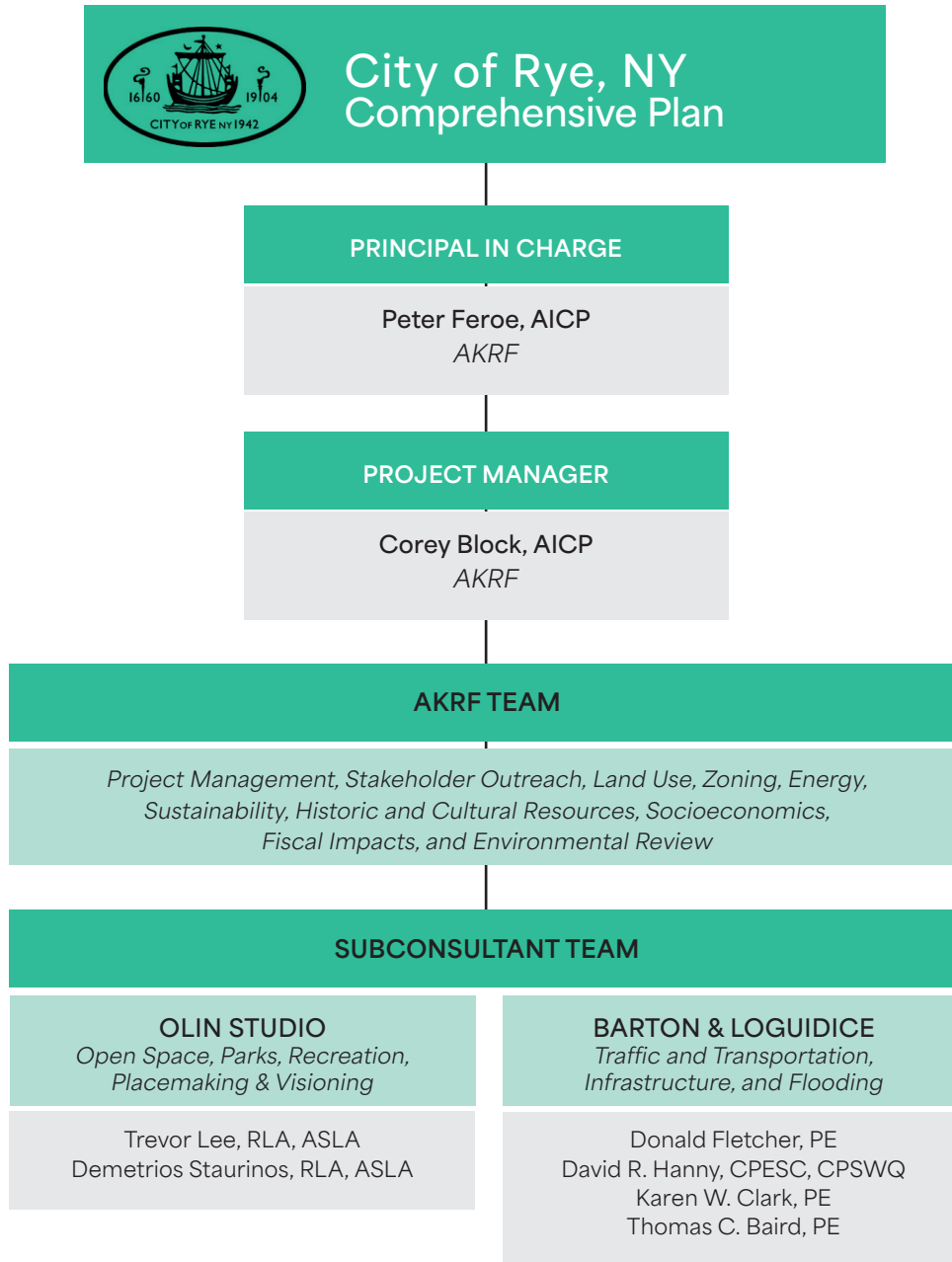
Barton & Loguidice provides comprehensive engineering services to support clients with water, sewer, flooding, and transportation infrastructure needs. They bring deep technical expertise to projects involving water supply development, system upgrades, and the design of treatment and distribution systems. B&L also delivers effective stormwater and flood mitigation solutions using traditional infrastructure and sustainable, nature-based practices. B&L brings first-hand knowledge and experience within the City of Rye and Westchester, as well as a deep portfolio of projects throughout New York State and the northeast.

Both green and grey solutions will be required in order for civic infrastructure to meet the needs of Rye residents. B&L will build on the infrastructure work recently completed or underway within the City, and identify solutions to help meet the City's needs into the future. With respect to transportation, B&L will inventory the projects that have been advanced to improve walkability and safety, and engage with the community to identify other, realistic, solutions that meet the specific needs of Rye. As these projects often come with significant costs, it is all the more important to plan for and seek out sources of grant funding and favorable financing - both of which our team is positioned to help the City with having done so across the state for a variety of communities that draw on the strengths of both of our firms.

TEAM ORGANIZATION & RESUMES

The team's structure is outlined in the organization chart on the following page. We have also included resumes which outline key team members, and the Technical Team's qualifications and responsibilities.

ORGANIZATION CHART



AKRF Contact

Peter Feroe, AICP
VP, Planning & Land Development
(914) 922-2370
pferoe@akrf.com

OLIN Studio Contact

Demetrios Staurinos, RLA, ASLA
Partner
(215) 440-0030 x 156
dstaurinos@theolinstudio.com

Barton & Loguidice Contact

Donald H. Fletcher, PE
Principal
(518) 218-1801
dfletcher@bartonandloguidice.com



PETER FEROE, AICP

Principal-In-Charge

Peter is a Vice President and co-leader of the firm's Hudson Valley municipal and land planning practice, managing some of the firm's most complex assignments involving multi-jurisdictional geographic boundaries, overseeing teams of consultants, and multi-agency review. Peter has a strong commitment to advancing smart, environmentally sustainable, land use patterns and growth. He has presented on various planning and development topics for the Pace University Land Use Law Center, Urban Land Institute Westchester/Fairfield Chapter, New York Planning Federation, Capital Region Planning Commission, New York State Association of Towns, Westchester Municipal Planning Federation, and Hudson Valley Pattern for Progress.

BACKGROUND

Primary Office Location

AKRF, White Plains, NY

Education

MUP, Urban Planning, New York University Wagner Graduate School of Public Service

BA, Public Policy, Brown University

Licenses/Certifications

Certified Planner, American Institute of Certified Planners

Professional Memberships

Westchester Municipal Planning Federation's Board of Directors

Village of Tarrytown Housing Advisory Task Force

Relevant Experience

MOUNT VERNON COMPREHENSIVE PLAN, MOUNT VERNON, NY

Peter is leading AKRF's team to prepare the City's first Comprehensive Plan in decades. AKRF is responsible for existing land use and zoning analysis, natural resources analysis and transportation analysis. The team has been heavily involved in the public outreach and engagement supporting the Plan's development, which have included public workshops and engagement sessions, focus groups, surveys, advisory group meetings, and collaboration with City staff and elected leaders.

PLANNING SERVICES FOR THE TOWN OF EAST HAMPTON, NY

Peter has provided planning and SEQRA services to the Town of East Hampton, NY for the past ten years. He led the preparation of environmental impact statements for two, complex Town-sponsored projects (Napeague "Truck" Beach and the Town Airport) and is leading the technical review of one of the largest subdivision applications in the Town. Peter is currently assisting the Town with updating their Site Plan review process to make it more efficient, consistent, and accessible for all stakeholders in the planning process.

ADDITIONAL MUNICIPAL EXPERIENCE

On behalf of the Greater Newburgh Partnership, Peter led AKRF's efforts to re-write the **City of Newburgh**, NY's Zoning Code, which included a form-based component for the downtown. Peter managed AKRF's efforts for the **Town of Clarkstown**, NY to realize its vision for a Transit-Oriented Development around the Nanuet Train Station through the preparation of planning, traffic, and economic analyses and implementation of stakeholder engagement. For the **Town of Babylon**, NY, Peter managed the effort to analyze the build out and environmental impacts of redeveloping an underutilized area surrounding a proposed new transit station in East Farmingdale. Following several natural disasters, Peter worked for the **Governor's Office of Storm Recovery** to help affected communities identify, map, and evaluate critical assets to improve resiliency.



BACKGROUND

Primary Office Location
AKRF, White Plains, NY

Education
*BS, New York University
Polytechnic, Sustainable
Urban Environments; Minors
in Business & Technology
Management and Psychology*

*MUP, University of Florida-
Distance Learning*

Licenses/Certifications
*Certified Planner, American
Institute of Certified Planners*

COREY BLOCK, AICP

Project Manager

Corey Block is a Senior Planner with more than 5 years of experience managing various projects, including a \$45 million broadband initiative. Other planning efforts include comprehensive plans and zoning amendments. She is familiar with: ArcGIS; ordinance amendments and ordinance and code compliance, zoning, site, and subdivision review; and research and data analysis. She presented at the 2022 PA American Planning Association Conference.

Relevant Experience

ORANGETOWN ON-CALL PLANNING AND TRANSPORTATION, ORANGETOWN, NY

AKRF provides on-call planning and transportation services to the Town of Orangetown for large development projects. In addition, AKRF was retained by the Town of Orangetown to update its Comprehensive Plan. The Comprehensive Plan was adopted by the Town Board in October 2023. Corey serves as Deputy Project Manager for this assignment.

VILLAGE OF MAMARONECK, PLANNING SERVICES

AKRF provides on-call planning services to the Village of Mamaroneck in support of the Zoning Board of Appeals, Harbor Coastal Management Zone Commission, and Planning Board. AKRF works with the Planning Board on the review of site plan and subdivision applications, as well as facilitating the State Environmental Quality Review Act (SEQRA) review of major development projects. Corey is part of the team providing SEQRA and site plan review services.

TOWN OF SOUTHEAST, PLANNING SERVICES

AKRF has been providing planning services and support to the Town of Southeast Planning Board and Town Board for nearly 20 years, including the development of a Comprehensive Plan and a Special Area Plan for redevelopment of properties along Route 22 and zoning amendments for a variety of residential and commercial patterns. AKRF assists the Planning Board, Town Board, Architectural Review Board, and Zoning Board of Appeals in reviewing site plan and subdivision applications and oversees the environmental review of large mixed-use development projects. Corey is part of the team providing SEQRA and site plan review services.

TOWN OF DOVER, PLANNING SERVICES

Since 2007, AKRF has provided on-call planning and environmental review services to the Town of Dover. AKRF has worked with the Planning and Town Boards to facilitate the environmental review of a wide variety of projects, including large-scale projects such as the redevelopment of the Harlem Valley Psychiatric Center and the Cricket Valley Energy Center. AKRF has also worked with the Planning and Town Boards to facilitate zoning text updates. Corey serves as Deputy Project Manager for this assignment.

Select AKRF Team Members



ASHLEY LEY, AICP

Planning Advisor

Ashley, a Senior Vice President at AKRF, co-leads the Municipal Planning practice at AKRF. She has deep knowledge and experience in writing zoning text, reviewing site plans, and conducting environmental analyses for land development projects. Her experience includes the preparation of special area plans; comprehensive plans; zoning map and code amendments; visual impact assessments; urban design standards; and sign regulations. She is currently a planning consultant for several municipalities in the Hudson Valley region. Her expertise also encompasses the preparation of environmental reviews under federal and state guidelines for public actions, private development projects, CDBG-Disaster Recovery, and large transportation and infrastructure projects.



JOHN NEILL

Fiscal and Economic Analysis Advisor

John is a Senior Vice President and Director of The Economics and Real Estate Advisory services practice at ARKF. He performs market and feasibility studies and economic and fiscal impact analyses, providing redevelopment and financing strategy to public and private clients. John serves as project manager for major environmental reviews and is the technical leader for socioeconomic analyses. He emphasizes a multi-disciplinary approach to analyses, stressing the need to inform work products with a range of considerations including demographics, land uses, neighborhood character, and market trends.



MOLLY MCDONALD, RPA

Architectural Historian and Archaeologist

Molly McDonald is an architectural historian and archaeologist experienced in the survey and documentation of cultural resources, and she has produced numerous cultural resource surveys and National Register nominations in compliance with federal, state, and local regulations. She routinely serves as Principal Investigator for all phases of archaeological investigation and has prepared Historic American Buildings Survey and Historic American Engineering Record documentation, prepared Historic Preservation Plans, and developed interpretive signage for historic sites.



TREVOR LEE

RLA, ASLA

PARTNER

Trevor's work focuses on transformative landscapes, rethinking how we foster social life through meaningful cultural and ecological engagement and design. He has worked alternately as a designer, researcher, instructor, and advisor for over 20 years in both professional practice and academia, including over a decade with OLIN. With his background and interests in art, graphic design, and illustration, he considers ways to create immersive, embedded experiences by foregrounding cultural, technological, and ecological frameworks within the landscape. He has brought this approach to many of OLIN's signature projects, including the LEED Platinum-certified forestry school at Yale University, Syracuse Connective Corridor in upstate New York, the 21st-century revitalization of Denver's 16th Street Mall, a landmark reimagining of the public realm surrounding the Los Angeles Convention Center, and Manhattan's Pier 26 at Hudson River Park.

RECENT AWARDS AND HONORS

2023, WLA Award of Excellence, Built - Large Design: Pier 26 at Hudson River Park

2023, ASLA Pennsylvania-Delaware Chapter, General Design Honor Award: Pier 26 at Hudson River Park

2023, ASLA Pennsylvania-Delaware Chapter, Honor Award: Land Management @Scale

2023, SEE MONSTER, Architizer A+ Award, Public Choice 'Pop Ups & Temporary' category, NEWSUBSTANCE

2021, The Chicago Athenaeum, Museum of Architecture: American Architecture Award, Pier 26 at Hudson River Park

2021, Municipal Art Society of New York, MASTerworks Awards, Best Urban Landscape, Pier 26 at Hudson River Park

EDUCATION

2002
Master of Landscape Architecture,
Rhode Island School of Design

1997
Bachelor of Fine Art
Massachusetts College of Art

PROFESSIONAL EXPERIENCE

2020 - Present
OLIN, Partner

2013 - 2020
OLIN, Associate, Manager of Visual
Communications

2011 - 2013
James Corner Field Operations,
Associate

2009 - 2011
Syracuse University School of
Architecture, UPSTATE, Design Fellow

2005 - 2009
OLIN, Senior Landscape Architect

2001 - 2005
Michael Singer Studios, Design
Consultant

2003 - 2005
Martha Schwartz Partners, Sr.
Landscape Designer

2002 - 2003
LIRIO, Senior Landscape Designer

PROFESSIONAL REGISTRATIONS

Landscape Architect: TX, UT, MD, OH,
PA, RI, TN, NJ in progress

COMPETITIONS

2023, OCT 01 Memorial
Competition, Las Vegas, NV

2021, JAX PARK: Jacksonville
Northbank Lawn + Riverfront Plaza
Competition, Jacksonville, FL

2018, PHL Airport Image Maker
Competition, Philadelphia, PA

PROJECT EXPERIENCE

Navy Yard Chapel Block
Philadelphia, PA

Appomattox River Connector
Chesterfield County, VA

Urban Park
Redding, CA

Meadow Creek Park Vision Plan
Monterey, TN

**Pier 26 at Hudson River Park and
Science Playground**
New York, NY

16th Street Mall Revitalization
Denver, CO

**Los Angeles Convention Center and
Gil Lindsay Plaza**
Los Angeles, CA

**University of Maryland, Leonardtown
Residences**
College Park, MD

The St. Regis Chicago (Vista Tower)
Chicago, IL

30th Street Station District Plan
Philadelphia, PA

Redding Block 7
Redding, CA

Boston Convention Center Expansion
Boston, MA

U.S. Federal Courthouse
Modesto, CA

Holy Cross Performing Arts Center
Worcester, MA

Potomac Park Levee
Washington, DC

Yale University Kroon Hall
New Haven, CT

High Line Section 3*
New York, NY

*Work completed prior to joining OLIN



DEMETRIOS STAURINOS

RLA, ASLA

PARTNER

Demetrios Staurinos has over 20 years of professional experience in urban design and landscape architecture, designing projects from intricately executed gems like parks and playgrounds, to large-scale district plans—each focused on the human experience within the urban environment. Demetrios is fascinated by the intersecting phenomena of people and natural systems and how they guide narratives of place. He is particularly interested in transformations that reveal new ways of moving, playing, and coming together. He draws inspiration from investigating cultural affectations that make a place unique and from the ecology that defines the geography where we live.

His recent work along waterfronts have been at the forefront of resilient design and environmental justice, combining infrastructural improvements with community needs for the enhancement of the public realm. He has recently completed the master plan for Dorchester Bay City in Boston Massachusetts, the extension of Mill River Park in Stamford, Connecticut, the vision plan for the Landscape of the Cathedral of Learning at the University of Pittsburgh, Lock 3 and the Bud and Susie Rogers Garden in Akron, OH, the signature Sturgeon playground addition to the design of Pier 26 in New York City, and several school playgrounds including the Mary McLeod Bethune School, in Philadelphia, Pennsylvania.

Demetrios teaches at the University of Pennsylvania, and has been a guest critic and lecturer at the Rhode Island School of Design, Penn State University, and the University of the West Indies in Kingston, Jamaica. He encourages his students to understand the context of each design problem, to make earnest assessments about the natural, economic, and cultural realities influencing their solutions and how those realities have meaning for us.

RECENT AWARDS AND HONORS

2024, American Society of Landscape Architects, Pennsylvania-Delaware Chapter, Merit Award for Analysis and Planning: Origin Park

EDUCATION

2011
Master of Landscape Architecture,
Rhode Island School of Design

2002
Bachelor of Landscape Architecture,
Pennsylvania State University

PROFESSIONAL EXPERIENCE

2025 – Present
OLIN, Partner

2015 – 2025
OLIN, Associate

2012 – 2015
OLIN, Various Roles

2010 – 2012
L+A Landscape Architecture, Project
Manager

2007 – 2009
Robert A.M Stern Architects,
Landscape Designer

2006 – 2007
Stantec Consulting (formerly Vollmer
Associates), Landscape Designer

2002 – 2006
Lila Fendrick Landscape Architecture &
Garden Design, Landscape Designer

PROFESSIONAL REGISTRATIONS

Landscape Architect: NY

AFFILIATIONS

American Society of Landscape
Architects

2013 – 2018
Penn State University, APG Board
Member

ACADEMIC EXPERIENCE

2021 – Present, University of
Pennsylvania, Adjunct Professor

2016 – 2018, Jefferson University,
Adjunct Professor

PROJECT EXPERIENCE

**Pier 26 at Hudson River Park and
Science Playground**
New York, NY

Dorchester Bay City Master Plan
Boston, MA

**Bud and Susie Rogers Garden at the
Akron Art Museum**
Akron, OH

Origin Park
Clarksville, IN

Mill River, Middle Corridor
Stamford, CT

Lock 3
Akron, OH

Target Field Station
Minneapolis, MN

Little Falls Connector and Lockview Park
Little Falls, NY

Mary McLeod Bethune Schoolyard
Philadelphia, PA

Soldiers & Sailors Monument
Pittsburgh, PA

**Cathedral of Learning Landscape Master
Plan at the University of Pittsburgh**
Pittsburgh, PA

**Philadelphia Airport Sustainability
Consulting**
Philadelphia, PA

Alain Locke Schoolyard
Philadelphia, PA

Mill River Park and Greenway
Stamford, CT

Friends Select School Backlot
Philadelphia, PA

Festival Pier
Philadelphia, PA



Donald H. Fletcher, P.E.

PRINCIPAL | OFFICER-IN-CHARGE

Mr. Fletcher has extensive experience as a municipal engineer and has progressed hundreds of projects from planning through construction. These projects have included potable water systems, including source development, treatment, storage, metering, and distribution and wastewater management systems, including gravity and pressure collection, pumping stations, and treatment. His experience includes preparation of feasibility studies; maps, plans, and reports for the formation of utility districts; facilities plans for water and wastewater systems; grant and funding applications; regulatory agency applications; environmental review documents; permit applications; right-of-way and easement services; and contract design drawings and specifications.

EDUCATION

B.S., Civil and Environmental Engineering, Clarkson University, 1992

REGISTRATIONS

Professional Engineer—New York

NYS DOT 40-Hour Bridge Inspection Training Course

Inflow and Infiltration Monitoring-Phases 1, 2, and 3 SSES

City of Rye, New York

This project consisted of a three-phase sanitary sewer evaluation system (SSES) for the City in order to develop a comprehensive plan to address excess inflow and infiltration (I/I) into their collection system in response to an order on consent. Phase 1 consisted of an extensive flow monitoring program with the installation of 37 flow monitors to identify areas within the City that exceeded the County's flow guidelines per capita. From the flow monitoring program, the 37 areas were prioritized in a Phase 1 report, and additional field investigations were identified. Phase 2 consisted of focused smoke testing in the higher priority areas, some manhole inspections, and approximately 30,000 feet of CCTV inspections. A Phase 2 report was developed outlining high priority sewer improvements at a capital cost of \$2.7 million. Phase 3 consisted of smoke testing the remainder of high flow areas, inspection of 1,100 manholes, and CCTV inspection of approximately 90,000 linear feet. The Phase 3 investigations identified \$12.3 million in high-priority sewer and manhole rehabilitation projects, which will be completed over the next five to seven years. Mr. Fletcher was officer-in-charge.

Preliminary Engineering Report for Water Treatment and Distribution

City of Peekskill, New York

Mr. Fletcher was the technical advisor for this project, which included an assessment of the system, including source water reservoirs, conveyances, treatment plant, and water main distribution systems. The report included field tests of hydrants to determine low-pressure areas in the distribution system and outlined high-priority areas for the City to seek grant funding for system repairs and improvements. B&L helped the City apply for WIIA funding, and they were awarded the maximum grant of \$3 million, with the remaining \$2 million being an EFC zero-percent loan.

Downtown Civic Hub and Public Realm Improvements

City of Peekskill, New York

Funded by the NYS Downtown Revitalization Initiative (DRI), B&L is working with the City of Peekskill to enhance the attractiveness of the downtown environment; promote a healthy balance of downtown uses; accommodate increased residents and visitors; and maintain a sense of place. This project will uplift the unique center of Peekskill by creating or upgrading three plazas and improving certain streetscapes and pedestrian crossings throughout the district. As planned developments throughout Peekskill attract new residents and visitors, the new civic hub and surrounding improvements, along with inspiring art by local artists (Enlighten Peekskill), will ensure that the city remains a cultural destination. Key improvements will include a newly designed public plaza, painted pedestrian bump-outs with bollards, curb extensions, or bioswales, custom street furniture and plantings, and new painted crosswalks, street signage, and upgraded pedestrian signals.



David R. Hanny, CPESC, CPSWQ, LEED AP®

VICE PRESIDENT

Mr. Hanny's principal responsibilities are in the fields of watershed science, stormwater management, environmental compliance, remediation, and site investigations. He oversees B&L's watershed management services program, where he has led numerous watershed assessment and amelioration projects. He is proficient in hydrologic and hydraulic modeling using various software packages for water quantity and quality analyses. Projects have ranged in focus from flood mitigation to nutrient management and sediment reduction. He has led the design for multiple stormwater retrofits, including stormwater basin design, green infrastructure installations, and pollutant loading reduction plans. Mr. Hanny has provided assistance to 15 municipalities and state agencies with the development of their required stormwater management program in association with the Municipal Separate Storm Sewer Systems (MS4s) regulations. Mr. Hanny also oversees development of Stormwater Pollution Prevention Plans (SWPPPs) for construction projects, along with management of stormwater compliance programs for multiple industrial facilities in several states.

EDUCATION

B.S., Environmental Science, SUNY College of Environmental Science and Forestry, Syracuse, New York, 1998

REGISTRATIONS

Certified Professional in Erosion and Sediment Control (CPESC)

Certified Professional in Stormwater Quality (CPSWQ)

Leadership in Energy and Environmental Design (LEED®)

Accredited Professional, Hazardous Waste Operations Health and Safety (HAZWOPER) initial 40-hour course,

Current annual 8-hour refresher course

MS4 Stormwater Program

City of Rye, New York

Mr. Hanny was the project manager responsible for administering stormwater management programs throughout the City, and ensuring compliance with each minimum control measure as required by the City's existing MS4 General Permit. Mr. Hanny also provided services such as the development of training courses for designated personnel, outfall inspections, and dry weather illicit discharge detention and elimination (IDDE) field inspections of 164 city-owned separated stormwater outfalls.

Local Flood Hazard Analysis

City of Ithaca, New York

Mr. Hanny was the project manager for the City of Ithaca's local flood hazard analysis. He assisted with development of hydrologic models for the four watersheds that simulate peak flows utilized by the USGS. He identified existing infrastructure elements of the community at risk for flood damage, evaluated alternatives aimed at reducing flood impacts, prioritized actions by evaluating the effectiveness of each in terms of cost/benefits, evaluated the impacts of local municipal regulations, and led the sediment/nutrient load modeling for the project. Mr. Hanny also coordinated community outreach and public presentations for the project.

Flood Monitoring Program

Westchester County, New York

Officer-in-charge for the development of a unified flood monitoring program for Westchester County. Assisted with the assessment of existing rainfall and stream data sources and facilitated a multi-departmental roundtable to establish a coordinated approach. B&L's resulting strategy recommended a phased implementation, beginning with the launch of an ArcGIS Online Dashboard to provide real-time flood data and alerts. The second phase introduced a crowdsourcing tool to encourage community reporting of flood issues. The third phase planned for expanded monitoring capabilities through the installation of new gauges, enhanced flood modeling, and the addition of dedicated staff to support flood response and public outreach.



Karen W. Clark, P.E.

VICE PRESIDENT

Ms. Clark has extensive experience with sewer system evaluations, pump station evaluations and design, wastewater treatment plant capacity analysis, upgrades, industrial wastewater treatment, disinfection systems, energy conservation studies, and feasibility studies. She has evaluated and designed wastewater treatment systems for various industrial wastes including chromium removal from groundwater, bakeries, auto manufacturers, landfill leachate, chemical manufacturing, cheese manufacturing and pharmaceutical industries. Ms. Clark excels at coordinating between process/equipment, structural, electrical, mechanical and plumbing disciplines and has implemented energy efficient improvements at wastewater treatment plants throughout New York State.

EDUCATION

M.B.A., Rensselaer Polytechnic Institute, 2008; B.S., Civil and Environmental Engineering, Clarkson University, 1989

REGISTRATIONS

Professional Engineer—New York

Phases 1, 2, and 3 SSES

City of Rye

Ms. Clark was the project manager for a 3-phase SSES for the City to develop a comprehensive plan to address excess inflow and infiltration into their collection system in response to an order on consent. Phase 1 consisted of an extensive flow monitoring program with the installation of 37 flow monitors to identify areas within the City that exceeded the County's flow guidelines per capita. From the flow monitoring program, the 37 areas were prioritized in a Phase 1 report, and additional field investigations were identified. Phase 2 consisted of focused smoke testing in the higher priority areas, some manhole inspections, and approximately 30,000 feet of CCTV inspections. A Phase 2 report was developed outlining high priority sewer improvements at a capital cost of \$2.7 million. Phase 3 consisted of smoke testing the remainder the high flow areas, inspection of 1,100 manholes and CCTV inspection of approximately 90,000 linear feet. The Phase 3 investigations identified \$12.3 million in high-priority sewer and manhole rehabilitation projects, which will be completed over the next 5 to 7 years.

Inflow and Infiltration Investigation

City of Rye, New York

Ms. Clark was the project manager for a sanitary sewer evaluation survey (SSES) for the City to develop a comprehensive plan to address excess I/I into their collection system in response to an order on consent. The project included an extensive flow monitoring program and report, focused smoke testing in higher priority areas, manhole inspections, approximately 30,000 feet of CCTV inspections, and reports outlining high priority sewer and manhole improvements and rehabilitations.

Inflow and Infiltration Study,

City of Poughkeepsie, New York

Ms. Clark was the project manager for the sewer evaluation that assisted the City in addressing recent flow increases to the City's wastewater treatment plant. Over the past several years, the 10 mgd facility had seen average flows rise from about 6 mgd to almost 9 mgd. Additionally, peak flows had increased from the 9 mgd range to nearly 13 mgd. With relatively little growth in the sewershed during the preceding five years, it became clear that the collection system was failing, and flows to the plant had increased. The project team conducted an investigation that included flow monitoring, CCTV inspection of the primary sewer mains, manhole inspections, and dye testing. The investigation culminated in a preliminary engineering report (PER) that identified issues, recommended various solutions, and outlined advantages, disadvantages, and capital costs. B&L assisted the City in securing a \$100,000 engineering planning grant to fund a portion of the project.



Thomas C. Baird, P.E.

SENIOR ASSOCIATE

Mr. Baird has extensive experience in transportation and environmental project management and design for various state agencies, municipalities, and private industry. His experience includes complex rural and urban highway projects, feasibility studies, rail-to-trail and other trail projects, roundabouts, drainage design, and innovative problem solving. Mr. Baird's experience also includes the design of green infrastructure (GI) and stormwater management systems, specializing in porous asphalt and designs for linear transportation projects. Mr. Baird is also a seasoned public speaker and performs technical trainings on an international and national level. Mr. Baird is recognized as an industry leader in the development of porous pavements and green infrastructure (GI) practices and regularly provides training seminars on GI and porous pavements across New York and the United States with national and international audiences. Mr. Baird was the recipient of the APWA Sustainable Practices Award in 2014, nominated by NYSDEC and NYSEFC for his work with porous pavements and GI.

EDUCATION

B.S., Civil and Environmental Engineering (With Distinction), Clarkson University, 1991

REGISTRATIONS

Registered Professional Engineer—New York, 1997; Vermont, 2017

Quaker Ridge Road Complete Street Design

City of New Rochelle, Westchester County, New York

Mr. Baird was the project manager and design supervisor for this \$10.5 million locally administered federal aid project along Quaker Ridge Road in the City of New Rochelle. The project included a road diet, new sidewalks and dedicated bicycle lanes on both sides of the road for the entire length, pavement rehabilitation, drainage improvements, high-visibility crosswalks, solar-powered caution and warning signs, and new traffic and pedestrian signal systems. The project also included a unique intersection design at North Avenue that eliminates all vehicle-to-pedestrian conflict points under an adaptable “smart” signal system. The project improves mobility for all modes of transportation and promotes walkability and non-motorized transportation, connecting neighborhoods and multiple schools, both public and private, from Weaver Street to North Avenue. As part of the public involvement process, B&L has led three project stakeholder meetings with the mayor and City officials including more than 30 members of the stakeholders group. Mr. Baird led the public information meeting (PIM) that was attended by more than 150 people.

Multi-Modal Improvements and Pedestrian Safety Action Plan (PSAP)

City of Schenectady, New York

The project included several multimodal transportation connections and safety improvements throughout the City. Through the combination of three separate funding sources (TAP, Safe Routes to School, and the City Paving Program), these improvements included the completion of Phase 1 of the Downtown Schenectady Park Bicycle Loop, a continuous sidewalk connection between Zoller Elementary School and Schenectady High School, and repaving of the five streets in the project corridor. The \$2 million project included 0.5 miles of sidewalks, 0.6 miles of multi-use path, 24 ADA-compliant sidewalk ramps, utility pole relocations, and four signal systems. Mr. Baird was associate-in-charge responsible for all aspects of preliminary design, final design, and construction phase services.

Community-Wide Comprehensive Planning

City of Mt. Vernon Comprehensive Plan Mt. Vernon, NY

AKRF is part of the team retained by the City of Mount Vernon to prepare the City's first Comprehensive Plan in decades. AKRF is responsible for existing land use and zoning analysis, natural resources analysis and transportation analysis. As part of the team, we have been heavily involved in the public outreach and engagement supporting the Plan's development, which have included public workshops and engagement sessions, focus groups, surveys, advisory group meetings, and collaboration with City staff and elected leaders.

Town of Orangetown Comprehensive Plan Update Orangetown, NY

AKRF was retained by the Town of Orangetown to update its Comprehensive Plan with a focus on current and future land uses, zoning, design, and community character; transportation, mobility, and parking; demographic trends and socioeconomic conditions; economic development; and open space and recreation, sustainability, green infrastructure, and climate resiliency. AKRF first led a consultant team in facilitating an online survey and series of public workshops to gather community feedback, leading to the preparation of a vision and goals for the Comprehensive Plan. We then worked with the Comprehensive Plan Committee to refine implementation strategies, develop zoning recommendations, and to prepare the final Comprehensive Plan document. The plan was adopted by the Town Board in October 2023 after several public hearings and modifications by the Town Board.

Town of Johnsburg Comprehensive Plan Johnsburg, NY

AKRF is providing technical assistance to the Lake Champlain / Lake George Regional Planning Agency in support of the Town of Johnsburg Comprehensive Plan. The Town of Johnsburg is located in the southern Adirondacks and is home to Gore Mountain. The Comprehensive Plan will define the community's vision for the future, establish goals, and set a framework for future decision making. AKRF also provides GIS mapping, graphics, and stakeholder engagement assistance.



Town of Johnsburg The community participate in a land use exercise to identify areas for future housing, commercial, and mixed-use development during a public engagement session.

i *This is an interactive document! Click the project name to navigate to the link for more information on the project.*

Town of Southeast Planning & Zoning Southeast, NY

AKRF led the Town through two comprehensive plan updates and prepared several special area or corridor master plans. AKRF provided GIS mapping, public engagement, and graphic design services for each of these assignments. As part of each of these master planning efforts, AKRF led a series of stakeholder and community engagement sessions.



Town of Southeast Downtown Village of Brewster

PLANNING & ZONING SERVICES

Since 1998, AKRF has served as planning consultant to the Town of Southeast in Putnam County providing comprehensive planning and zoning services, site planning and environmental review services and coordinating development approvals among the Town's reviewing boards. AKRF worked with the Planning and Town Boards to update the Town zoning regulations (home based occupations, farmers markets, indoor shooting ranges, recreational businesses), historic resource protections, architecture and design guidelines, local environmental regulations (stormwater management and wetlands), and the development review processes.

SOUTHEAST ROUTE 22 AREA MASTER PLAN

In 2021, AKRF updated the Town of Southeast's Route 22 Master Plan and corresponding zoning regulations. The new Route 22 Master Plan and zoning included landscaping and design guidelines and modernized the allowable uses.

COMPREHENSIVE PLAN UPDATE

In 2014, AKRF facilitated an update of the Town's Comprehensive Plan, which AKRF previously prepared in 2002. We analyzed the existing zoning and provided extensive recommendations to modernize the Code. Several of these initiatives were implemented in 2015, including the creation of a new Special Route 6 Zoning District between the Village of Brewster and the City of Danbury, CT, to stimulate commercial development in this corridor.

Town of Stanford Master Plan Update Stanford, NY

AKRF was retained by the Town of Stanford to assist in updating the Town's 2012 Master Plan. For seven months, AKRF met (virtually) every other week with a Comprehensive Plan Committee tasked with responding to comments and concerns offered on the Town's prior plan. Issues of particular interest and relevance to the Community and the Committee included: prioritizing Stanford as a right-to-farm community, balancing economic development with community character preservation, and natural resource conservation. The Plan also sets recommendations for regulating short-term residential uses, tiny houses, and renewable energy (solar and wind).



Town of Stanford, NY



This is an interactive document! Click the project name to navigate to the link for more information on the project.

Geographically-Targeted Planning

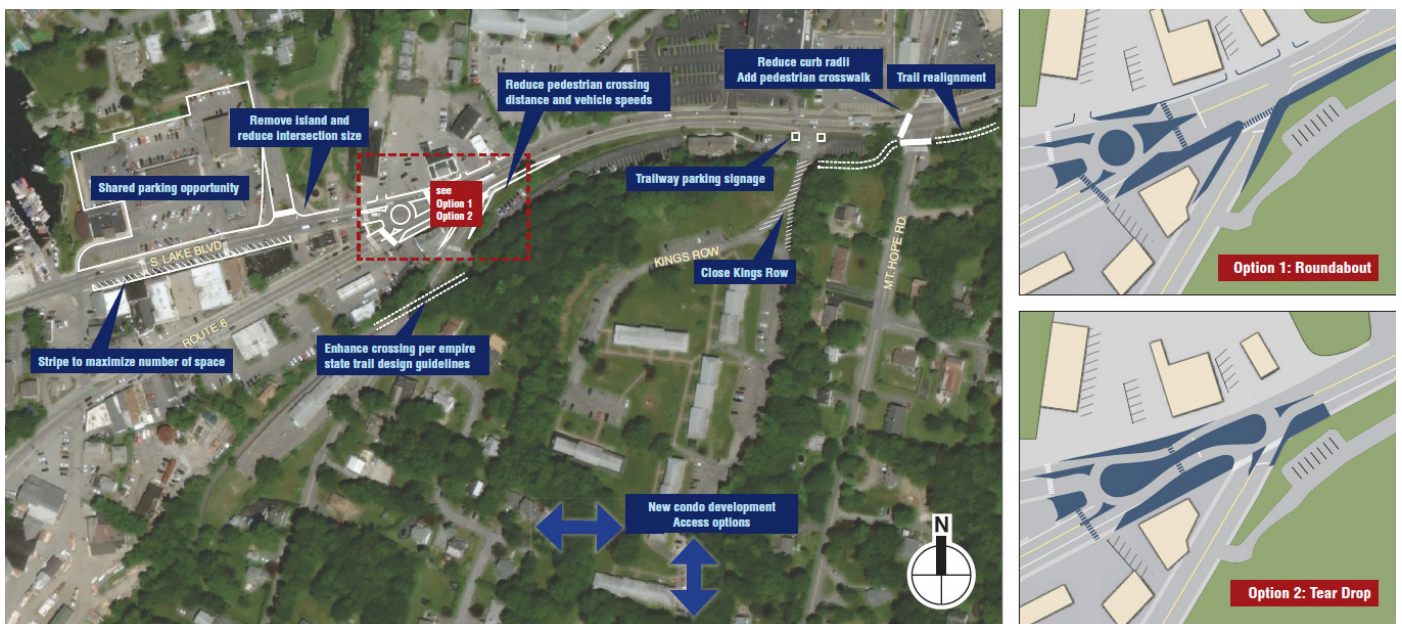
Putnam County Commercial Corridors Feasibility Study Putnam County, NY

AKRF was retained by Putnam County to prepare a Commercial Corridors Feasibility Study with a Recommended Plan of Action including a market study and an evaluation of various commercial revitalization strategies, as well as a needs assessment of roadways and transportation conditions for nine commercial corridors throughout the County.

AKRF prepared the needs assessment of roadways and transportation elements for ten commercial corridors in the County, including Main Street and US Route 9 in the Town of Philipstown; NYS Route 52 and US Route 6 in the Town of Carmel; Oscawana Lake Road and

Peekskill Hollow Road in the Town of Putnam Valley; NYS Route 52 in the Town of Kent; NYS Route 311 and Front Street in the Town of Patterson; and NYS Route 22, Main Street, and US Route 6/202 in the Town of Southeast, Main Street in the Town of Southeast. These corridors and their respective intersections were assessed for transportation elements, including traffic volumes, crash history, and traffic conditions.

As a result of the analyses, AKRF developed short-term, mid-term, and long-term recommendations such as signage improvements, geometric improvements, pedestrian and bicycle infrastructure, roadway widening, and roundabout concepts.



Putnam County Commercial Corridors Feasibility Study



This is an interactive document! Click the project name to navigate to the link for more information on the project.

Brownfield Opportunity Area Planning

NORTH END BROWNFIELD OPPORTUNITY AREA OPEN SPACE & CONNECTIVITY STRATEGY PLANNING GENEVA, NY

AKRF was integral to a multi-disciplinary team working on behalf of the City of Geneva to advance implementation of their North End BOA vision through several open space and access initiatives. The project delivered schematic designs and cost estimates and assessed the feasibility of reconfiguring the Routes 5 & 20 corridor for enhanced pedestrian and bike mobility, designing much-needed access from the East Lakeview neighborhood to the lake front, and developing concepts for the City's Marsh Creek Greenway and rail to trail elevated greenway with regional links. It will advance an open space framework and discrete implementation projects that build on the ongoing work and objectives of the BOA vision as well as its Comprehensive Plan and Downtown Revitalization Initiative (DRI) efforts.

With thoughtful planning and implementation, activating public open space will deliver multiple benefits for neighborhood revitalization and area-wide economic development: it will create value for local properties and the whole neighborhood, reinforce Geneva as a regional destination, strengthen public health through improved recreational opportunities, and play a role in moderating extreme heat or buffering flooding in a changing climate.



Photos of landmarks within the Rail Trail Activation site and the Marsh Creek site taken during one of the Team's several site visits.

The project will leverage natural assets and historical resources, improve connectivity and personal mobility, rethink the Routes 5 & 20 corridor, support ongoing efforts to attract private investment and encourage business growth, and connect residents to jobs, nature, and each other.

The project team engaged neighborhood residents in site tours, community conversations, and public workshops. The second public workshop gathered public input about community wants and needs for neighborhood access to the lake and local amenities and explored multiple rail/highway crossing options. The final deliverables were accepted by the City in August 2022, including AKRF's Site Reconnaissance

Report and Environmental Assessment

AKRF characterized the current land use, socioeconomic, and historic conditions in the North End BOA to provide context for evaluating the proposed open space and connectivity recommendations. The report summarized background planning and economic development documents, and included existing conditions data and analysis, and a synthesis of needs, constraints, and opportunities in the BOA from environmental and economic development perspectives. AKRF prepared a Full Environmental Assessment Form Parts 1 and 2 pursuant to SEQRA to assess the potential for environmental impacts from the proposed conceptual design alternatives. AKRF also prepared an attachment to provide additional information to clarify the project and guide future decision-making.

DOWNTOWN WYANDANCH, TOWN OF BABYLON BABYLON, NY

AKRF was retained by the Town of Babylon to prepare a blight study, market study, Urban Renewal Plan, BOA Program Step 2 Nomination, and a GEIS, which together constitute a redevelopment and revitalization plan for downtown Wyandanch. The work included an assessment of existing conditions along a 2-mile stretch of Straight Path in the core area of the hamlet. The plan also provided key land use and zoning recommendations, with the intention of redeveloping the area with transit-oriented, mixed, higher-density uses. The project stemmed from a community-based visioning process known as "Wyandanch Rising."



This is an interactive document! Click the project name to navigate to the link for more information on the project.

The first step in the project was to document blighted conditions in the project area. AKRF performed a visual assessment of data related to crime, property ownership, infrastructure capacity, zoning, and traffic. Once the area was determined to meet blight criteria, a market analysis was initiated with the goal of determining demand for additional housing, retail, office, and industrial activities in downtown Wyandanch. Seven strategic sites were identified for revitalization, and market-based recommendations were prepared for the redevelopment of those sites. The market analysis and findings were presented to the Town Supervisor and to local residents at a public information meeting. Ultimately, the market analysis resulted in a projected build-out scenario, which was analyzed in the GEIS. The GEIS also evaluated the potential impacts of the final land use and zoning recommendations and urban design concepts.

The final land use plan called for rezoning the entire corridor to allow denser mixed-use development and a more pedestrian friendly environment. The location of the Wyandanch train station in the core of the downtown area presented opportunities for transit-oriented development, including a public plaza and a multi-modal transportation center. Additional recommendations included the relocation of existing uses to a new “community facilities hub,” development of affordable housing over street-level retail, and removal of blighted properties and inappropriate land uses, such as a concrete batch plant, from highly visible locations along the corridor.

The Town adopted the final plan in May 2009 and is currently in Step 3 of the BOA Program, aimed at site design and development of a form-based code to implement the land use recommendations. As part of the Brownfields Smart Growth “Spotlight Communities” Initiative, AKRF assisted the Town in identifying potential funding sources and presenting to State agencies at a Town-sponsored workshop in March 2009 to help leverage funding for the overall Wyandanch effort.

For the BOA Step 3 Implementation, AKRF was awarded a contract to prepare the final BOA Plan—including the Implementation Strategy and New York State Environmental Quality Review Act (SEQRA) Compliance—for submission to the New York State Department of State (NYS DOS). The document included a description of the specific techniques that will be used to ensure that BOA Plan’s objectives for the proposed Wyandanch BOA and Strategic Sites are achieved, and was the first of its kind since the inception of the BOA Program.

AKRF worked closely with NYSDOS to develop the format and requirements for this first of its kind document. The Plan includes the specific techniques, range of projects, local management structure, and other actions that are necessary to achieve the desired revitalization objectives in the proposed Wyandanch BOA, with actions categorized and described in priority order to include the short, immediate, and long-term private and public actions, and investments necessary to redevelop the area or achieve the desired changes. AKRF also assisted the Town with the preparation of the BOA Designation documentation, and the Wyandanch BOA was officially designated by NYSDOS. Development resulting from this planning work is underway, with the new Inter-modal parking facility and several private development buildings completed and now occupied.

REIMAGINE I-787 PLANNING AND ENVIRONMENT LINKAGES (PEL) STUDY ALBANY, NY

AKRF is providing environmental and planning services as part of a consultant team for the New York State Department of Transportation's (NYSDOT's) Reimagine I-787 Planning and Environment Linkages (PEL) Study. The Reimagine I-787 PEL Study assesses transportation deficiencies and limitations along the 8-mile I-787 corridor between Albany, NY and Green Island, NY and includes development and evaluation of design concepts for addressing these transportation needs and enhancing connectivity between neighborhoods and to the Hudson River waterfront.



This is an interactive document! Click the project name to navigate to the link for more information on the project.

The PEL Study involves a robust public engagement effort and agency and stakeholder coordination to receive early feedback on the purpose and need, design concepts, and potential environmental considerations. AKRF leads the assessment of land use and environmental considerations for the PEL Study, has a key role in preparing the PEL report, and has participated in the public engagement activities. In addition, AKRF is managing compilation of and responses to extensive public comments.

NANUET TRANSIT-ORIENTED DEVELOPMENT NANUET, NY

AKRF worked for the Town of Clarkstown to realize its vision for a transit-oriented development (TOD) around the Nanuet train station. AKRF's team of planners, traffic engineers and economists mapped the physical opportunities and constraints of the TOD area, facilitated and participated in stakeholder and public meetings on the alternatives for redevelopment. AKRF prepared various development scenarios with accompanying photo simulations and drafted zoning regulations to effectuate the TOD. AKRF assisted the Town through the SEQRA process, preparing a Draft Generic Environmental Impact Statement (DGEIS) for the proposed zoning at full potential buildout. The Town of Clarkstown adopted the new TOD zoning by local law in September 2019 and is currently evaluating the first development project to come in under the new zoning.



Town of Clarkstown Nanuet Train Station

METROCOG FAIRFIELD CORRIDOR STUDY BRIDGEPORT, CT

The City of Bridgeport, Connecticut Metropolitan Council of Governments (MetroCOG, and the Black Rock Neighborhood Revitalization Zone (Black Rock NRZ in coordination with the Connecticut Department of Transportation (CTDOT) are developing a multi-modal corridor transportation plan for Fairfield Avenue and Brewster Street in Bridgeport, CT. The purpose of the Corridor Plan is to reduce traffic delay, improve traffic safety, and better accommodate bicyclists, pedestrians, and transit users.

AKRF was retained to lead the transportation study and community outreach efforts, and is working with MetroCOG to identify improvements to Fairfield Avenue in Bridgeport's Black Rock Neighborhood that will increase safety for all modes, reduce traffic congestion, and accommodate bicyclists, pedestrians, and other transit users throughout the corridor. The study will culminate in a comprehensive planning document to guide future development, identify needed roadway and intersection improvements, address capacity, and solve traffic safety issues along the corridor. The study is currently on-going with existing conditions efforts. This included field observations and physical inventories; drone analyses; traffic, bicycle, and pedestrian data collection; transit activity; crash assessments; intersection operation analyses; and public engagement and outreach.

EAST SIDE COASTAL RESILIENCY (ESCR) NEW YORK, NY

AKRF is leading a multidisciplinary design team providing community engagement services, civil and geotechnical engineering, planning, landscape architecture, and urban design, for preliminary and final design of the \$1.45 billion project.

AKRF's Outreach and Engagement Highlights:

- For the feasibility study and the conceptual and preliminary design stages of the Project, the AKRF team developed descriptive educational materials to explain the project to community stakeholders, developed activities, and held visioning sessions to engage stakeholders to help collaboratively identify community goals for the project that complimented City goals and needs.



This is an interactive document! Click the project name to navigate to the link for more information on the project.



- The AKRF team developed engaging activities related to coastal resiliency measures and facilitated workshops using these activities to help the community and stakeholders understand the differences and trade-offs between strategies, to help prioritize and identify the resiliency strategy that would be best supported by the community, which also met City objectives, goals, and needs.
- As part of this extensive overall effort, the AKRF team was responsible for developing, posting, and distributing advertising materials (multi-lingual - English, Spanish, and Chinese) for community/ stakeholder meetings (including newspaper and online advertisements, flyers). AKRF also developed and maintained a project mailing and email list, sent email blasts, and developed content for posting to the City's ESCR web page. For both the larger community meetings and smaller stakeholder group meetings, AKRF was responsible for securing the meeting venues, setting up the spaces, staffing the meetings, securing translators (as necessary), providing the A/V systems needed (when not already available at a venue), and covering any other meeting logistics needed. The AKRF team also provided meeting facilitators, charette facilitators, and note takers, and developed questionnaires, surveys, and targeted topic-specific meeting activities for the various meetings.
- Meetings were held at key points in the design development processes, to solicit stakeholder feedback to help shape the project to better meet community needs and desires. This involved a series of approximately 18 information session/charette meetings, and approximately 150 stakeholder meetings held over a period of 5 years, during the

feasibility and preliminary design stages of the project. Effective facilitation elicited meaningful input that led to the development of a financially feasible and implementable design.

- AKRF also worked with local community-based organizations during the feasibility and conceptual and preliminary design stages, to develop, advertise, and execute engagement activities and public meetings as well as to encourage a wide spectrum of stakeholder involvement and feedback into the iterative design process.
- Public engagement helped explain tradeoffs between community “asks” and the needs and objectives of public and private stakeholders to enhance public understanding and garner public support and “buy-in” for the project.
- Ongoing activities include preparing materials, scheduling and leading working group meetings devoted to specific recreational project elements that are being refined in final design as the construction of the flood protection aspect of the project moves forward, including aspects related to the East River Park amphitheater and canopy; Murphy Brothers Park Comfort Station building; and the flyover pedestrian bridge, among other elements.

DE-INDUSTRIALIZED COMMUNITIES MARKET STUDY PENNSYLVANIA

AKRF was retained by the Pennsylvania State Historic Preservation Office to help develop a market-based plan for riverfront communities. The study was informed by engagement with the local and regional community as well as stakeholders through focus groups, public meetings, and individual interviews. Our study explored the existing conditions and communities in terms of demographics and employment, historic resources, riverfront access, and flood risk.

We identified key historic buildings and projects that can be leveraged to strengthen commercial districts. The study also included market demand analyses and answers regional, market-based questions regarding appropriate investment, development, and sustainability strategies utilizing older and historic buildings.



This is an interactive document! Click the project name to navigate to the link for more information on the project.

**HARTSDALE FOUR CORNERS ENGINEERING/
PLANNING CONSULTANT SERVICES**
GREENBURGH, NY

AKRF provided engineering and transportation planning services to the Town of Greenburgh to improve pedestrian safety, enhance traffic flow, and support redevelopment along key corridors and the critical Four Corners intersection. AKRF conducted an assessment of issues affecting the transportation and stormwater infrastructure systems including an evaluation of traffic congestion, parking, and pedestrian facilities and sanitary sewer capacity. Based on the assessments, AKRF developed preliminary measures to manage and improve the transportation and stormwater conditions.

AKRF developed a stormwater study to address flooding issues at a critical location in Greenburgh, NY. The study included a hydrologic and hydraulic analysis of existing drainage infrastructure. The H&H analysis was utilized to develop recommendations for potential improvements. Following completion of the study, AKRF worked closely with the Town to submit an application to NYDHSES for funding through a FEMA HMGP grant to complete additional due diligence and design for the project. The grant application successfully secured the town over \$500,000 to support the next phase of the project.

AKRF also worked with the Town to address pedestrian safety concerns in the study area, including evaluating safety improvements such as beacons, signals, and curb extensions, and designing a HAWK beacon to improve pedestrian safety at an unsignalized crosswalk. As part of this project, AKRF assisted the Town in applying for and winning a \$5 million Transportation Alternatives Program grant to implement the transportation improvements.

AKRF guided the Town through an evaluation of pedestrian safety improvements and an Adaptive Traffic Control System along East Hartsdale Avenue from the train station to the Four Corners intersection to improve traffic operations and safety conditions. The study included walking audits with Town staff, developing corridor design concepts with cost estimates, traffic signal warrant analyses, and presenting results to the community.



Town of Greenburgh, NY Hartsdale Four Corners

The study was able to provide pedestrian improvements while improving traffic flow through the deployment of an Adaptive Traffic Control System. AKRF continues to support the Town through the design phases of Hartsdale Avenue and will be providing traffic engineering, traffic signal design, and construction support services. Additionally, AKRF evaluated, designed, and provided bid document and construction support to improve pedestrian operations at the Lawton Avenue/Central Park Avenue intersection. AKRF reviewed crash history, collected vehicular and pedestrian counts, evaluated improvements option including conducting traffic signal and stop warrant analyses, and designed a HAWK beacon with pedestrian curb extensions. The HAWK beacon is anticipated to be completed in 2023.

Click [here](#) for Traffic link

Click [here](#) for Stormwater and Flooding link

i *This is an interactive document! Click the project name to navigate to the link for more information on the project.*

Policy-Targeted Planning

Norwalk Affordable Housing Plan Norwalk, CT

AKRF was retained by the City of Norwalk to develop an Affordable Housing Action Plan to assess the City’s affordable housing needs and address their potential economic, environmental, and social equity impacts. The Affordable Housing Action Plan will help the City to identify the different levels and types of affordable housing needed, while providing guidance and direction on how to achieve those levels.



South Norwalk, CT Intersection of Water and Washington Streets. Photo Credit: Clay Leconey

Amenia Comprehensive Plan Update for Affordable Housing Amenia, NY

In 2022, AKRF was retained by the Town of Amenia in Dutchess County to assist with zoning code and comprehensive plan updates related to workforce and affordable housing. AKRF previously worked with the Town on its 2006 Comprehensive Plan. AKRF reviewed the relevant planning and zoning documents and prepared a strategy for updating the regulations

to achieve the Town’s affordable housing goals. AKRF then prepared strategic updates to the Town’s zoning code and comprehensive plan, prepared the necessary SEQRA and GML referral documents, and facilitated their successful adoption.

Mt. Kisco Complete Street Mount Kisco, NY

AKRF is providing transportation planning and outreach services to the Town/Village of Mount Kisco to develop a Village-wide Complete Streets Study compliant with Safe Street and Roads All (SS4A). As part of this assignment, AKRF is leading the roadway safety analysis, stakeholder and public outreach, committee engagement, development of improvements, equity analyses, and improvement prioritization. Utilizing proprietary safety tools in Westchester County, AKRF was able to streamline the selection of high crash locations for development of roadway and pedestrian safety improvements.



Mt. Kisco Site plan

i This is an interactive document! Click the project name to navigate to the link for more information on the project.

Larchmont SS4A Action Plan

Larchmont, NY

The Village of Larchmont will develop a Village-wide comprehensive Safety Action Plan that actualizes the efforts of the Village to conceptualize and develop pedestrian and roadway safety improvements.

The Safety Action Plan will address roadway safety issues and resident concerns with the goal of preventing serious injuries and deaths on all of its roadways. In developing a Safety Action Plan using SS4A grant funding, the Village will develop a comprehensive Plan that is equitable, inclusive, and responsive to the needs of the community.

Innovative Transit Access Study

New York, NY

AKRF prepared this planning study for the NYC Economic Development Corporation (NYCEDC) to identify areas citywide that are most in need of new or improved transit access, propose innovative connections to growing employment centers, and estimate the potential benefits resulting from such connections. The study was divided into three parts: 1) evaluating transit access and needs via demographic and travel pattern data, and identifying candidate corridors for transit access intervention; 2) evaluating hurdles and opportunities of each corridor, and recommending potential modes that could enhance travel along these corridors; and 3) examining the costs and benefits of the selected corridors and recommended modes, and outlining next steps.



Village of Larchmont, NY Boston Post Road, a main thoroughfare in the village. Photo Credit: NY Times

Community Development Block Grant (CDBG) - Disaster Recovery Program, NY Rising

New York, NY

AKRF led a multi-consultant project team through three rounds of the NY Rising Community Reconstruction (NYRCR) Program of the Governor's Office of Storm Recovery (GOSR) preparing Recovery and Resiliency Plans for more than thirty communities throughout New York State that were damaged by various storms including: Superstorm Sandy, Hurricane Irene, and Tropical Storm Lee. These grass-roots, community-driven planning initiatives document storm damage, risk to assets and systems and develop mitigation projects, programs, strategies and actions to assist communities in becoming more resilient to future natural disasters.

Key components of the NYRCR Plans include: assessment of risks to key assets and systems; plans to restore and increase resilience of key assets; projects with economic growth co-benefits; protection of vulnerable populations; regional coordination; detailed implementation approach; commitment to innovative design; commitment to inclusive public engagement; and commitment to local capacity-building and transferability.

In the City of Yonkers, AKRF met bi-weekly over a seven-month period with the 11 person Yonkers NYRCR Planning Committee comprised of community leaders, storm-impacted residents, and municipal staff. Public outreach materials were circulated via the City's website, Facebook, email blasts, community functions, local libraries, and other high-traffic areas. To encourage participation and reach as many neighborhoods within the City as possible, meeting locations moved throughout Yonkers during the planning process to accommodate residents and be as inclusive as possible. A total of four Public Engagement Meetings were during the process. Following the completion of the NYRCR Plans, AKRF was retained by the Governor's Office of Storm Recovery to complete the SEQRA and NEPA environmental review for projects identified not only in plans completed by AKRF, but also for projects throughout New York State.

MILL RIVER PARK AND GREENWAY

STAMFORD, CT | 2005-2013, PHASED IMPLEMENTATION OF MILL RIVER GREENWAY ONGOING

For decades, Mill River in Stamford, Connecticut was dammed and channelized, choked with pollution and silt buildup, leading to greater flood risk for the surrounding downtown. When the Army Corps of Engineers called for the removal of the dam and channel walls, OLIN was brought in to create a master plan for the naturalized waterfront. The plan envisioned the river as an amenity and connector, anchored by a park to the north and with a multimodal greenway stretching down to Stamford Harbor. The first phase of the plan, Mill River Park, was implemented directly out of OLIN's master plan. The park embraces the newly naturalized banks with a design that includes passive meadows, pedestrian and bicycle trails, lawn areas for play and events, and—for the first time in decades—access points down to the water's edge. The park also incorporates restored cherry tree grove, a beloved landmark in Stamford that was a gift to the city in 1957 by Junzo Nojima, a Japanese immigrant. Future phases of the park development include a fountain/ice rink and additional permanent visitor amenities, as well as trail connections extending beyond the park to Stamford Harbor.



AWARDS AND HONORS

2018, American Planning Association Great Places in America, Great Public Spaces

2015, American Society of Landscape Architects, Honor Award, General Design



POCOMOKE SOUND CORRIDOR RESILIENCY FRAMEWORK

EASTERN SHORE OF MARYLAND AND VIRGINIA | COMPLETED 2024

The Pocomoke Sound Corridor Resiliency Framework is a high level, forward-looking landscape scale plan that addresses ecosystem and community resiliency and adaptation as sea level rises and flooding increases within the region. Led by The Nature Conservancy, the Framework is an important first step intended to spur future phases which will incorporate community engagement, identify specific types and locations of restoration projects, and eventually lead to the implementation of projects that bolster the regions' ecosystem and community adaptation and resiliency.

The Pocomoke Sound Corridor is located within the Chesapeake Bay Region, encompassing towns in the Eastern Shore of Maryland and Virginia. It is already experiencing significant, daily effects of climate change and sea level rise due to its low-lying ground, subsidence, and towns connected by vulnerable infrastructure. The area is characterized by a legacy of agricultural production and culturally significant aquaculture concentrated in its small towns along the Bay. In addition to its cultural significance, the area also contains delicate and susceptible wetlands and natural areas, underscoring the importance of resiliency efforts that ensure those habitat areas are retained amid sea level rise scenarios.

The Framework was conceptualized based on the recognition that the Pocomoke Sound corridor could be a leader among similarly positioned communities facing sea level rise. The towns of Saxis, Virginia and Crisfield, Maryland have been working actively to develop plans and projects focused on adaptation and resiliency in the presence of rising tides and increased flooding and have been the recipients of major federal and state grants to further these objectives. The Framework intended to connect and support these ongoing efforts and offer a range of strategies that could be adapted for use by other communities around the Chesapeake Bay region.



FUTURE STRATEGIES

PROTECT + 2' SLR

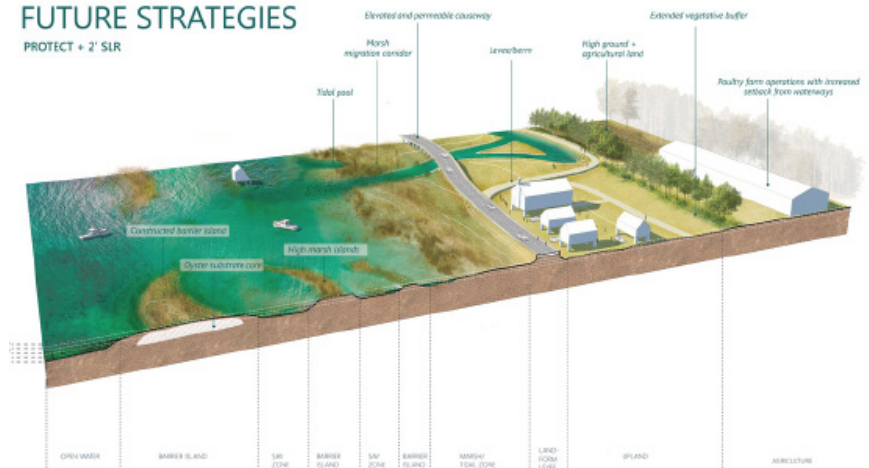


Photo by Jay Fleming



PIER 26 AT HUDSON RIVER PARK

NEW YORK, NY | 2015–2020 (PARK OPENED); 2023 (SCIENCE PLAYGROUND OPENED)

Located in the Hudson River Park near the Tribeca neighborhood, Pier 26 reaches out and over the Hudson River with striking views to the Statue of Liberty and One World Trade Center. The 2.5-acre pier is located within the Hudson River Estuary, a highly sensitive and ecologically productive body of water that contains a hybrid of freshwater runoff and ocean saltwater. The pier has a unique mission, providing a physical and virtual space that brings to life the invisible dynamics of the Hudson River Estuary, reflecting the current technologies and scientific understanding regarding its health, ecological successes, and challenges.

The pier’s location at the Hudson River’s edge engages local communities and tourists alike in a new waterfront experience. The physical design of the park is a dynamic gradient from upland to lowland, from land to water. The Upland Park is represented by the native ecologies that start at the highest point in the Woodland Forest and descends towards the Maritime Scrub Forest into the Ecological Get-Down. The Woodland Forest leads travelers through a diverse planting palette of trees and grasses, all the way down to the river’s edge. A raised wood terrace offers visitors a shady area to relax among the upland trees and grasses. From the terrace, one can see the Maritime Scrub, a plant ecology once part of Manhattan’s historical edge. Two sheds, each with its own custom furnishing, sit within the Maritime Scrub and provide a unique experience for viewing.

The Science Play area offers visitors—young and old—an opportunity to interact with and learn about the Atlantic and Short-nosed Sturgeons, endangered fish that are symbols of the Hudson River Estuary. Here you can see how the fish live in their habitat. You can climb the net waves, slide from its tail or even crawl through its digestive system, as it searches the sandy river bottom for food.

AWARDS AND HONORS

2023, American Society of Landscape Architects, Pennsylvania-Delaware Chapter, Honor Award in the General Design Category

2020, Untapped New York’s Best of New York Awards, Best New Park





SEWER SYSTEM IMPROVEMENTS CITY OF RYE, NEW YORK



The City of Rye retained the services of B&L to prepare plans and specifications and provide construction administration and observation services for sewer system improvements to prevent infiltration and inflow (I/I) in the City's sewer collection system. The City was working under a court order to perform a certain number of repairs by milestones covering a three-year period ending December 31, 2024. B&L previously performed the sanitary sewer evaluation survey (SSES) and was again retained for the design and construction phase services.

Prior to this project, B&L successfully acquired a \$10,000,000 grant through the NYS Department of Environmental Conservation (DEC) Water Quality Improvement Program (WQIP) to mitigate the City's I/I sources identified in the SSES. Prior to beginning design, B&L reviewed the recommended sewer rehabilitations with the City and broke out the work into four separate contracts: 1) Manhole Rehabilitation, 2) Cured-in-Place Pipe (CIPP) Lining, 3) Spot Repairs with CIPP Lining, and 4) Spot Repairs.

For each of these four contracts, B&L prepared plans, specifications, and contract documents for repairs to the City's sanitary sewer collection system, including repairs to manholes and sewer mains. Manhole repairs included

CLIENT REFERENCE

Ryan Coyne, P.E.
City of Rye
1051 Boston Post Road
Rye, New York 10580
914-967-7464
rcoyne@ryeny.gov

TOTAL PROJECT COST

\$13,700,000

COMPLETION DATE

December 2024

cover replacement and rehabilitation, interior manhole lining, bench repairs, step installation and replacement, and manhole replacement. Sewer rehabilitations included open cut replacement of sewer line, cast-in-place pipe (CIPP) lining, packer injection grouting, root removal, and intrusion cutting. To reduce cost and maximize the grant funds for the City, B&L evaluated locations where sewer mains with extreme damage could be partially spot-repaired with a follow-up lining, saving the City costs on extensive, cumbersome, and unnecessary excavations to repair their sewer pipes. B&L is presently performing construction administration and inspection services for the City of Rye as these repairs are being performed, with the anticipation that the construction phase will be complete in advance of the City's final court order milestone.

FLOOD MONITORING PROGRAM WESTCHESTER COUNTY, NEW YORK



CLIENT REFERENCE

David Kvinge
Assistant Commissioner
Westchester County
148 Martine Avenue
White Plains, New York 10601
914-813-5450
Dsk2@westchestercountyny.gov

TOTAL PROJECT COST

\$35,000

COMPLETION DATE

Anticipated 2025

In 2024, Westchester County hired Barton & Loguidice (B&L) to improve coordination of its flood data collection and public awareness programs. Although the County had experience in collecting rainfall and stream data, it lacked a unified system to manage, analyze, and communicate flood-related information with appropriate County staff and the general public. With increasing flood risks, the County sought to develop a comprehensive flood monitoring program to inform policy, protect residents, and raise public awareness. B&L was tasked with developing a strategy report that would guide the County forward with the phased implementation of an effective County-wide flood monitoring program.

The project involved two main components: evaluating existing data and programs, and hosting a roundtable discussion with County departments to envision a future program. Westchester County already had various active and inactive USGS and NWS stream, tidal, and weather gauges, along with community-operated Weather Underground stations, all of which could be leveraged to build public dashboards. The County also considered installing or retrofitting rain and stream gauges to fill data gaps, prioritizing cost-efficiency and flood-prone locations. In January 2025, B&L facilitated a multi-departmental roundtable facilitated discussions on existing programs, obstacles, and future visions.

The strategy report, still under development, currently recommends a phased approach:

- **Phase 1:** This phase focuses on using existing resources by creating an ArcGIS Online Dashboard to display real-time and historical flood data. Integrated with public input forms and CodeRed alerts, the dashboard would aim to enhance public awareness and support planning through a centralized, accessible flood monitoring and reporting platform.
- **Phase 2:** This phase expands community engagement through a crowdsourcing tool on the flood monitoring dashboard. Residents could report flood concerns, informing future mitigation efforts. Outreach strategies—including events, social media, and offline methods—would be essential to ensure broad participation, especially among populations with limited internet access.
- **Phase 3:** Phase 3 focuses on expanding Westchester County’s flood monitoring through new rain and stream gauges, especially in vulnerable areas. It would include developing a flood inundation model, enhancing alert systems for community leaders, and hiring technical staff and a program manager to oversee equipment, modeling, and communication efforts for effective flood response.

QUAKER RIDGE ROAD COMPLETE STREET DESIGN CITY OF NEW ROCHELLE, NEW YORK



CLIENT REFERENCE

Kevin A. Kain, PP, AICP
Director of Planning and Sustainability
City of New Rochelle
Department of Development
515 North Avenue
New Rochelle, New York 10801
914-654-2191
kkain@newrochelleny.com

TOTAL PROJECT COST

\$16.1 million

COMPLETION DATE

Anticipated 2026

B&L was retained as the prime consultant for this \$16.1 million locally administered federal aid project along Quaker Ridge Road in the City of New Rochelle. The project included a road diet that used the existing available right-of-way to transform the corridor so that it better accommodates all modes of transportation.

Quaker Ridge Road was transformed from a four-lane roadway with narrow, non-ADA compliant and obstructed pedestrian walkways to a corridor with one vehicle travel lane in each direction, a center two-way left turn lane, new ADA compliant sidewalks, 5-foot-wide dedicated bicycle lanes on both sides of Quaker Ridge Road for the entire length, and wider pedestrian accommodations at existing bus stops. Additional infrastructure improvements included full-depth concrete pavement reconstruction in concentrated locations, concrete pavement rehabilitation followed by asphalt pavement overlays, new concrete curb, drainage improvements, high-visibility crosswalks, traffic calming elements, five new actuated traffic and pedestrian signal systems, and coordination with multiple utility owners to relocate 41 utility poles.

The project also included a unique intersection design at North Avenue that eliminates all vehicle-to-pedestrian conflict points under an adaptable “smart” signal system.

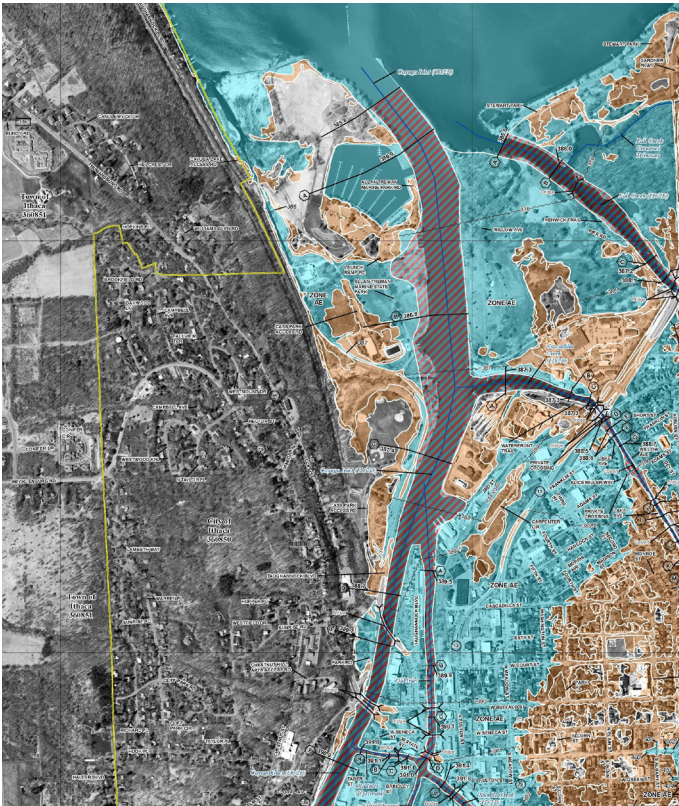
The goal of the project was to improve the mobility for all modes of transportation and promote walkability and non-motorized transportation connecting neighborhoods and multiple schools, both public and private, from Weaver Street to North Avenue.

B&L investigated multiple concrete pavement restoration applications in accordance with the NYSDOT Comprehensive Pavement Design Manual. Considerations regarding installation and future maintenance costs, contractor availability, impacts to subsurface utilities, and right-of-way impacts were investigated as part of the preliminary design phase. Potential restoration treatment alternatives examined included: crack and sealing, rubblization, asphalt overlays, concrete milling, and full-depth reconstruction. Ultimately, a three-course asphalt overlay preceded by a combination of full and partial depth spot concrete repairs was the preferred alternative to meet the project objectives and constraints.

As part of the public involvement process, B&L has led three project stakeholder meetings that included more than 30 members of the stakeholders group. B&L led the public information meeting (PIM) that was attended by more than 250 people.

FLOOD MITIGATION PROJECT

CITY OF ITHACA, NEW YORK



CLIENT REFERENCE

Michael Thorne, P.E.
Superintendent of Public Works
City of Ithaca
108 E. Green Street
Ithaca, New York 14850
607-274-6527

TOTAL PROJECT COST

\$178,000

COMPLETION DATE

Ongoing

The City of Ithaca is evaluating options to construct or modify flood control structures in several locations along Fall Creek, Cascadilla Creek, and Six Mile Creek to reduce the risk of flooding. In January 2023, the Federal Emergency Management Agency (FEMA) published updated Flood Insurance Rate Maps (FIRMs) for the City of Ithaca. These updated maps identified many more homes and buildings within the floodplain as compared to the previous 1981 FIRMs, signifying an increased risk of flooding. The City of Ithaca secured funding through FEMA's Hazard Mitigation Grant Program (HMGP) with a goal to reduce the potential impact of flooding, as well as lower insurance costs for affected residents.

B&L is providing engineering site/civil, environmental, and landscape architecture services to support Phase 1 of the project design and permitting.

Key Features

- Engineering analysis to compare B&L's 2020 Local Flood Hazard Analysis maps with the updated FIRMs, and to evaluate the condition of existing levees.
- Schematic and preliminary cost estimate for design alternatives.

- Develop designs for the preferred alternatives, initiate necessary permitting, and obtaining the necessary approvals.
- Capture drone photographs and videos, and prepare 3D visual renderings for public presentation.
- Develop and implement the Public Participation Plan (PPP).
- Environmental Justice (EJ) populations will be incorporated into the public outreach and decision-making process.

Phase 1 of the project will conclude with the submission of the final design plans, hydraulic modeling, and benefit-cost analysis (BCA) to FEMA for a Conditional Letter of Map Revision (CLOMR). Once the CLOMR application is accepted by FEMA, the project can progress to contractor procurement and construction.

HAZARD MITIGATION PLANS AND/OR PLAN UPDATES MULTIPLE COUNTIES IN NEW YORK STATE

B&L has worked with multiple counties in New York State on their initial hazard mitigation plans and/or plan updates. The following shows the extensive work we have completed in this service area:

Tioga County

Update Approved

16 jurisdictions participated 100%



Tompkins County

Update Approved

17 jurisdictions participated (100%)



Chautauqua County

Update Approved

43 jurisdictions participated 100%



Sullivan County

Update Approved

22 jurisdictions participated (100%)



St. Lawrence County

Update Approved

46 jurisdictions participated (100%)



Albany County

Update Approved

17 of 19 jurisdictions participated (last update), current update in review



Madison County

Update Approved

27 jurisdictions participated (100%)



Orange County

Update Approved

33 of 41 jurisdictions participated



Oswego County

Initial Plan and Update Approved

33 of 34 jurisdictions participated (last update), current update in review



Steuben County

Update Approved

33 of 49 jurisdictions participated



References



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02

References

City of Mount Vernon

City of Mount Vernon Comprehensive Plan

James Rausse, FAICP

Commissioner of Planning

City of Mount Vernon, NY

914-840-4030

jrausse@mountvernonny.gov

Town of East Hampton

Town of East Hampton Planning Services

Tina Vavilis LaGarenne, AICP

Planning Director

Town of East Hampton, NY

Phone: 631-324-2178

tvavilislagenne@ehamptonny.gov

Town of Clarkstown

Nanuet Transit-Oriented Development

Joe Simoes

Principal Town Planner

Town of Clarkstown, NY

845-639-2070

j.simoes@clarkstown.org

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03

Project Approach



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Project Approach

OVERVIEW

We envision a Comprehensive Planning process driven by the City's Comprehensive Plan Committee, supported by the AKRF team. Our team would meet with the Committee monthly during the preparation of the Plan to discuss the engagement, background studies, preliminary recommendations, and the final plan. Knowing that the City Council is the body tasked with ultimately adopting the Plan, we recommend that the Committee and Project Team provide periodic updates to the Council to explain where the process is, and to obtain their feedback on the vision, goals, and strategies being developed.

In general, we envision three main phases for the Plan's development: Visioning; Preliminary Recommendations; Plan Adoption. During the Visioning phase, we would begin our outreach to the community to identify key, high-level, principles (or goals) around which the Plan's recommendations would ultimately be structured. The Project website, and on-line engagement tools, would be deployed and we would host a series of smaller, stakeholder, meetings and larger public workshops. At the same time, the AKRF team would complete the Background Studies to inform the engagement and ground potential recommendations.

During the Preliminary Recommendations phase, we would reflect back to the community what we heard in the Visioning phase and solicit feedback from the public on a range of potential policy responses to the topics identified. We would again utilize on-line engagement, a series of stakeholder meetings, and public workshops. During this time, we would identify preliminary recommendations and would prepare a draft of the Plan for the Committee's review.

Once satisfied with the Plan, the Committee would formally recommend the Plan's adoption to the City Council. Upon the Council's receipt of the Plan, the Adoption phase would commence. During this phase, the Council would undertake its SEQRA review of the Plan, refer the Plan to the County for its review, and hold a public hearing. The AKRF team would support these efforts, as well as make final edits to the Plan prior to the Council's adoption.

Procedural Requirements

New York State City Law requires that the City Council, at the outset of the process, determine by resolution whether it will prepare the City's Comprehensive Plan or whether the Planning Board or a "Special Board" will prepare the Plan. In both instances, a minimum of one public hearing is required during the Plan's preparation and a separate hearing is required on the draft plan prior to the Council's adoption. (Additional meetings are allowed, and encouraged, during the plan's preparation.) If the Planning Board or "Special Board" is tasked with preparing the plan, that board must vote, by resolution, to forward the draft plan to the Council for adoption. As discussed in more detail below, the draft Plan is subject to review and comment by the County Planning Board and adoption of the Plan is subject to the requirements of the New York State Environmental Quality Review Act (SEQRA).

AKRF understands that the City is likely to form a Special Board, or Comprehensive Plan Committee, that will guide the preparation of the Plan and, for the purposes of this proposal, serve as the main contact for the consultant hired by the City. If such Committee has not yet been established, AKRF would work with the City to provide recommendations as to its

potential membership. In general, we recommend that Committees be small enough in number to allow effective decision-making, but large enough to encompass a wide range of expertise and experience. In general, 7 to 11 members tend to provide for a diversity of opinions in a manageable form.

For a Comprehensive Planning effort to be successful, it is imperative that the City Council, City Staff, and members of the Comprehensive Plan Committee share a common desire to create a document of principles and recommendations that can guide future decision-making. During the development of the Plan, there will be disagreements on matters of policy and the relative importance of certain community considerations versus others will occur within the public and within the Committee. What sets apart successful Comprehensive Planning efforts is the ability to embrace disagreements, understand differing motivations, and, by focusing on the common goal of producing and finalizing a meaningful document, move ahead collaboratively to develop a Plan that reflects a thoughtful consensus.

Community Engagement

The cornerstone of any successful Planning effort is robust community engagement. Given the high level of civic involvement exhibited by Rye residents and business owners, it will be imperative that the engagement efforts developed for the Comprehensive Plan identify areas of common ground. AKRF proposes to do that by focusing the Plan document itself around key, high-level, principles developed directly from the public engagement. To help establish these principles, the engagement will focus on eliciting responses from the public to three questions: What do you like about your community (or, what do you want to see more of)? What don't you like about your community (or, what would you like to see less of)? And, What actions would you embrace to achieve the vision you have of your community?

The public engagement process we propose will start out at a high-level, asking the public questions about their neighborhood, the places they work, the places they shop, the places they play, and the ways in which they move between them all. Obtaining feedback on these key, first-hand experiential characteristics of the

community will help guide the direction of the Plan. During the preliminary engagement activities, we will also present the public with data-driven information about the City and the region to begin to prompt reactions to various data points and trends. This information would be developed as the "Background Studies," described below, and may include information about population, housing, employment trends, transportation, etc.

Using information gained from the preliminary engagement activities, AKRF will work with the Committee to distill key topic and focus areas identified by the public. These topic areas will then be the focus of the next phase of engagement activities, which will not only reflect back to the community the results from the preliminary engagement, but will start to seek answers to the third main question: What actions would you embrace to achieve the vision you have of your community? For example, if "walkability" is identified as a key priority, what steps would be appropriate to pursue? Where would it be appropriate to expand sidewalks or add traffic calming measures? What funding sources are available (e.g., capital budget) or could be pursued (e.g., grants), and what is an appropriate timeframe to implement these recommendations?

A critical aspect of public engagement is ensuring that the community feels "heard," and that the vision, goals, and strategies reflect their voice. Our open-ended approach to engagement is a strategy we believe will enable consensus building around the issues and solutions most appropriate for inclusion in the Plan. AKRF will use each engagement opportunity to ask those three main questions, but would do so in different ways. We would target the questions, discussion prompts, and activities to each group being engaged. Importantly, we will have no preconceived notion of what the most important issues are to the community, nor the "best" ways to address each issue.

While our team brings plenty of technical expertise to the table, we believe that Rye's Comprehensive Plan must be developed by and for the community. Our role is to help facilitate, to guide, and to provide expertise to help address the topics that the Rye community wishes to address.

SCOPE OF WORK

Stakeholder & Community Engagement

Task 1 – Community Engagement Plan

AKRF would develop a specific, actionable **Community Engagement Plan (CEP)** that would include the following tasks listed. A description of each activity, together with a timeline and the roles and responsibilities of those involved, would be developed. A draft of the CEP would be provided to the Committee for their review. AKRF would incorporate one round of comments into a final CEP that would be adopted by the Committee and posted on the Plan website.

Task 2 – Project Website

AKRF would develop a dedicated website for the Comprehensive Plan. We anticipate using a third-party provider, such as SocialPinpoint™, for this purpose. The website would include information on the project’s status, upcoming engagement events, and interim deliverables (such as background studies, meeting summaries, etc.). The website would also be used to host various on-line public engagement activities, such as surveys, discussion boards, and interactive community feedback maps.

AKRF would maintain the website for 24 months. At the end of the term, we would offer the City of Rye to transfer the site to their control, or we would download material from the website as feasible, and present that data to the City for their future use.

Task 3 – Community Engagement

TASK 3.1 - VISIONING PHASE: STAKEHOLDER MEETINGS

During the initial, Visioning, component of the Planning Process, it is important to reach as many residents and business owners as possible. As such, AKRF would host/attend a number of small- and large-group engagement activities. Using contacts provided by the Committee, AKRF would host up to six, small-size, engagement events. We anticipate these events being held with neighborhood and merchant’s associations, civic groups, and local issue-oriented groups. These

small-group sessions would introduce citizens to the Comprehensive Planning process, solicit their on-going engagement in the process, and begin to identify the key topics of interest to these groups. AKRF could attend these meetings in-person, or, if the group wants, could host them virtually on Zoom. One or two team members would attend these meetings, together with City staff and/or Committee members, as identified in the CEP.

The AKRF team would prepare a summary of each meeting, including the date, time, organization/group, and main topics discussed. Any physical notes derived from the meetings, including flip chart notes, maps, etc., would be appended to the summary. AKRF would also provide the Committee with a template of the Meeting Summary so that if Committee members wish to participate in additional community events, any feedback or information received could be recorded and included in the Plan.

TASK 3.2 - CITY COUNCIL UPDATES

As the City Council is the entity ultimately responsible for adopting the Comprehensive Plan, frequent and transparent communication between the Project Team, Committee, and Council is critical. In addition to the regular, informal, feedback that is anticipated between the Committee and the Council, we recommend four (4) formal presentations to the Council during the Plan’s development. These presentations would be prepared by the AKRF team and led by Committee members. AKRF team members would attend and support the Committee as desired.

At these sessions, the Council would be apprised of the Plan’s progress as well as the main topics that have emerged from the engagement and potential policy recommendations being considered. Council feedback would be solicited and incorporated into the engagement and the Plan.

TASK 3.3 - VISIONING PHASE: COMMUNITY WORKSHOPS

To reach a wider audience, and provide more participation options, AKRF would host two, community-wide, public engagement workshops during the Visioning phase. In keeping with the procedural requirements of New York’s City Law, at least one of these workshops should be noticed and conducted as a public hearing. These workshops would be held at a large community gathering space that could accommodate both plenary and breakout sessions. AKRF would work with the Committee to prepare an agenda and appropriate materials for each event.

We anticipate having at least five (5) consultant team members at both workshops, who would prepare and lead a general, plenary, session, as well as several, smaller, breakout groups. If Committee members are also willing to participate in the workshops, additional breakout groups could be provided. As with the stakeholder meetings, AKRF would prepare summaries of each public engagement workshop for posting on the Plan’s webpage and, eventually, included as an appendix to the Comprehensive Plan.

TASK 3.4: INITIAL RECOMMENDATIONS PHASE: STAKEHOLDER MEETINGS

This phase of the engagement would occur after AKRF and the Committee distill key topics and focus areas identified in the visioning phase and in the background studies. This second series of stakeholder meetings would reflect back to the community the results from the preliminary engagement and begin to discuss the range of potential policy responses to those topics. Similar to the visioning phase, the AKRF team would seek to meet the community where they are. We would again host small-group engagement events organized around existing community and civic groups. For budgeting purposes, we assume up to six of these events would be held. AKRF would prepare summaries of each meeting.

TASK 3.5: INITIAL RECOMMENDATIONS PHASE: COMMUNITY WORKSHOPS

The AKRF team would host two, community-wide, public engagement workshops during the Initial Recommendations phase. As with the initial workshops, we recommend that at least one of these workshops be noticed and conducted as a public hearing. The AKRF team would prepare a plenary session and several interactive breakout sessions aimed at soliciting feedback on potential responses to the issues/topics that were discussed in the Visioning phase. AKRF would again prepare summaries of each public engagement workshop.

TASK 3.6 - OTHER ENGAGEMENT

The AKRF team would prepare various on-line engagement activities throughout the Planning process and host the same on the Project’s website. For budgeting purposes, we anticipate creating two surveys, four interactive maps, four short polls and/or vision boards, and a question-and-answer section with up to ten, procedural, questions. The exact activities would be developed in consultation with the Committee and would be used to supplement the live engagement activities. Content would be moderated through computer-based and live moderators, and AKRF staff would also be available for limited moderation as well.

Throughout the Plan’s development, the AKRF team would prepare brief (one to two paragraph) updates on the status of the Comprehensive Planning efforts, with announcements about upcoming activities. These updates would be posted on the website and well as distributed to the City for the purposes of being incorporated into various, existing, City communications (e.g., newsletters, e-mail blasts, etc.).

Background Studies

Early in the Planning process, the AKRF team would assemble data-driven reports of key community information, drawing largely from US Census products. Topics covered would include demographics (population, age, race, ethnicity), housing (type of housing, household size, household costs), employment (location, journey to work, employment type).

Wherever possible, data would be presented in a time series and would compare the City to Westchester County and New York State as a whole. We would also include, as data is available, information on municipal expenditures and revenues, as well as the state of municipal infrastructure (water, sewer, stormwater, recreation, etc.). The history and status of various flood mitigation measures would be documented. Information on the school districts serving the City would be provided, including enrollment (trends and projections), facilities, and budgets.

This section would include a generalized inventory of the City's land uses and zoning, as well as key community facilities and cultural and historic resources. Major transportation resources, including roads and transit, would be summarized. The background studies would also include a listing and summary of the relevant plans and studies that have been produced since the City's last Comprehensive Plan, both by the City and by other governmental agencies and relevant organizations.

The background studies would be finalized as interim deliverables, shared with the Committee as drafts, and then posted to the Plan's website. Information from these studies would be presented during various community engagement activities and Committee meetings to inform the Plan's outreach and recommendations. It is anticipated that the background studies would form an appendix to the Comprehensive Plan, while salient information from these studies would be summarized in support of the Plan's recommendations.

Preliminary Recommendations

Task 1 - Preliminary Draft Comprehensive Plan

The AKRF team would develop a graphically rich Comprehensive Plan organized around the principles and themes developed during the public engagement. The specific recommendations included would reflect the community's feedback. The Plan would begin with an overview of the City's existing conditions; a summary of relevant information from the Background Studies and an analysis of how that information is relevant to the Plan's ultimate recommendations.

Following this introductory section, the Plan would describe the public engagement process. Engagement meeting summaries and other documents would be included as an appendix to the Plan. This section would, however, discuss how the engagement process proceeded, how people participated, and would identify the main themes identified through public engagement.

The Plan would include a generalized [Future Land Use Map](#). In this generalized map, certain "future uses" may overlap others on the map, indicating a soft transition between areas or indicating that the strictures of either area may be appropriate. In addition, the categories of future uses would be broad, allowing the Plan to "breathe" and adapt to future community needs and trends.

After the Future Land Use Map would be the primary recommendation sections of the Plan. Rather than splitting the Plan into traditional chapters such as "Land Use" and "Transportation," each Principle, or Goal, that was identified would be its own section, or chapter, of the Plan. We envision these sections to be relatively short; 2 to 6 pages. Each chapter would succinctly summarize the data, engagement, and planning rationale supporting the principle's inclusion in the Comprehensive Plan. Then, for each principle or goal, several objectives would be identified that support the realization of that goal. Finally, recommendations for ways to advance each objective would be described and a brief summary of the technical resources known to be available to support the implementation of various recommendations would be provided.

For example, a Goal that emerges in the Plan may be, “Enhance the resiliency of our community from the impacts of climate change and natural disasters.” The chapter would begin with a description and illustration of the community’s current vulnerabilities, a discussion of changes to the City’s vulnerability as a result of climate change, and a summary of the community’s feedback on this issue. An objective that would support this goal may be to, “Ensure critical infrastructure remains available to residents and businesses.” Finally, recommendations to achieve that objective could include creating a detailed inventory of the vulnerability of City, State, and utility infrastructure to various natural disasters, inclusive of the impacts of climate change; adopting a policy of identifying new infrastructure in areas of low vulnerability; and assessing the feasibility of establishing micro-grids in areas with the greatest vulnerability.

As described above, we anticipate the plan to make recommendations at a relatively high level; for example, recommendations for specific block by block zoning changes would not be provided. Instead, continuing the metaphor, the Plan may make recommendations to review certain areas of the City for potential zoning changes to advance a particular objective. The actual zoning text and map would not be part of the Comprehensive Plan.

At the end of the Comprehensive Plan, a matrix of all principles, objectives, and recommendations would be provided. Each would be identified as having the potential to occur in the short-, medium-, or long-term. Recommendations or objectives that appear in multiple Plan sections would be noted so that cross-cutting implementation strategies could be identified.

Task 2 - Final Draft Plan

The draft Comprehensive Plan would be provided to the Committee for its review in electronic format. It is likely that the Plan would be delivered in several, substantive, tranches for Committee review (rather than a singular product all at once). The AKRF team would incorporate two rounds of Committee edits into a final Draft Plan, which would then be the subject of a formal recommendation of the Committee to the City Council.

Plan Adoption

Upon receipt of the Final Draft Comprehensive Plan recommendation from the Committee, the City Council would initiate the SEQRA process, schedule a public hearing, and refer the Plan to the Westchester County Planning Board pursuant to General Municipal Law Section 239.

Task 1 - City Council Hearing

A required procedural step in the Plan’s adoption, the AKRF team would prepare a presentation for the City Council’s public hearing on the Comprehensive Plan. While it is anticipated that the presentation would be led by the Committee, AKRF team members would attend and participate as desired by the Committee and the Council. This presentation would summarize the planning process, including the opportunities for public engagement, describe the key findings of the Plan, and summarize the Plan’s recommendations.

Task 2 - Final Comprehensive Plan

The AKRF team would make final edits to the Comprehensive Plan as required by the City Council of their own initiative, pursuant to comments from Westchester County, or pursuant to comments received during the public hearing. For budgeting purposes, we assume that the number and scope of comments requiring edits to the Plan would be minimal given the robust set of community engagement and active Committee and Council participation.

Task 3 - SEQRA

AKRF recommends that the City pursue an expanded Environmental Assessment Form (expanded EAF) to meet the necessary SEQRA “hard look” requirement. Although the adoption of a Comprehensive Plan is a Type I Action, SEQRA does not require the preparation of an Environmental Impact Statement (EIS) for all Type I Actions. AKRF has successfully prepared expanded EAFs and Negative Declarations for the adoption of comprehensive plans and updates in communities throughout the region and we believe that this approach is legally supportable and can minimize the cost and maximize the efficiency of certain planning processes.

Broad public participation, which is one of the most important elements of a plan, would have already been accomplished during the Plan's development, as would the comparison of alternative recommendations. Using the process we propose, the potential benefits and impacts of the various policies being proposed would have been evaluated and publicly discussed during the Plan's preparation. To repeat that process in the name of SEQRA, and the form of an EIS, is not necessary.

As such, AKRF would prepare Parts 1, 2, and 3 of the Environmental Assessment Form, a narrative documenting the purpose and content of the plan and its potential environmental impacts, and a Negative Declaration of Environmental Significance. The AKRF team would circulate these documents to the City Council and Committee and would incorporate one, consolidated, round of edits into final drafts for Council Adoption.

Task 4 - Plan Production

AKRF would make the final, adopted, Plan available in PDF format and would produce up to 20 hard copies of the main chapters of the Plan for the City. Each hard copy plan would include a USB key that contains a PDF of the Plan and its appendices.

PROPOSED PROJECT SCHEDULE

We have included a proposed project schedule on the following page outlining the anticipated completion of tasks associated with an 18-month contract.

Proposed Schedule

TASKS	DURATION (MONTHS)																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Committee Meetings	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆			◆	
City Council Updates				◆			◆											
VISIONING																		
Community Engagement Plan																		
Project Website																		
Stakeholder Meetings																		
Public Workshops																		
BACKGROUND STUDIES																		
PRELIMINARY RECOMMENDATIONS																		
Stakeholder Meetings																		
Public Workshops																		
Draft Plan Preparation																		
Committee's Plan Review																		
Final Draft Plan																		
PLAN ADOPTION																		
County Referral & Preliminary SEQRA Actions																		
Final Public Hearing																		
Final Plan Revisions																		
Plan Adoption & SEQRA Negative Declaration																		★

- ◆ Committee Meetings
- ◆ City Council Updates
- ★ Final Comprehensive Plan

04

Budget



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Budget

AKRF has provided a budget in the table below, which includes an estimate of staff hours required to complete each phase of the proposed scope of work as outlined in Section 3, Project Approach.

TASKS	LUMP SUM COST	ESTIMATED LABOR HOURS
Community Engagement		
1. Community Engagement Plan	\$2,000	12
2. Community Meetings - assume fifteen (15)	\$23,000	128
3. City Council Updates - assume four (4)	\$6,000	34
4. Project Website		
Labor (set up, engagement, maintenance)	\$10,000	59
Direct Costs	\$10,000	-
5. Visioning Phase Engagement		
5.1 Stakeholder Meetings - assume six (6)	\$11,500	64
5.2 Community Workshops - assume two (2)	\$17,000	85
6. Initial Recommendations Engagement		
6.1 Stakeholder Meetings - assume six (6)	\$11,500	64
6.2 Community Workshops - assume two (2)	\$17,000	85
Background Studies		
Background Study Development	\$35,000	206
The Plan		
1. Preliminary Draft Comprehensive Plan	\$65,000	361
2. Final Draft Comprehensive Plan	\$25,000	139
Plan Adoption		
1. City Council Hearing	\$4,500	25
2. Final Comprehensive Plan	\$6,500	36
3. SEQRA	\$5,000	28
4. Plan Production (direct cost)	\$1,000	-
Total	\$250,000	1,326

AKRF HOURLY RATES

AKRF will not charge for customary overhead expenses (printing, postage, telephone); billing preparation, substantiation of invoices; and relationship reviews. AKRF would utilize these rates for Additional Work, including services not included in the Scope of Work.

TABLE 1 2025 HOURLY RATES SCHEDULE AKRF	
EMPLOYEE CATEGORY	RATES
Senior Officer	\$260
Officer	\$250
Senior Technical Director	\$235
Technical Director	\$220
Senior Professional	\$200
Professional II	\$165
Professional I	\$155
Technical II	\$45
Technical I	\$120
Administrator	\$110

Note: Out of pocket expenses will be billed at 1.10 times actual cost. These rates are effective through the term of the contract.

OLIN STUDIO	
EMPLOYEE CATEGORY	RATES

See Billing Rates for 2025 on the following page.

BARTON & LOGUIDICE	
EMPLOYEE CATEGORY	RATES

See Billing Rate for Calendar Year 2025 on the following page.

Billing Rates

January 1, 2025

The following are hourly billing rates for Olin Partnership, effective January 1, 2025.

Principal – Olin	\$500
Principal – Sanders, Weiler, Graffam, Boyce, Roark	\$350
Principal – Beamer, Lee, Henson	\$300
Principal – Burns, Miller	\$250
Principal – Buckley, Burrell, Johnson, Staurinos	\$225
Director	\$250
Associate	\$195
Senior Landscape Architect/Senior Certified Planner	\$175
Landscape Architect 3/Landscape Designer 3	\$155
Landscape Architect 2/Landscape Designer 2	\$135
Landscape Designer 1	\$115
Draftsperson	\$80
Graphic Specialist	\$140
Graphic Designer	\$115
Research Librarian	\$110
Contract Administrator	\$110
Revit Specialist	\$170
Model Maker	\$100

Hourly billing rates will be reviewed and are subject to change on January 1 and July 1 of each year.

Barton & Loguidice
Billing Rates for Calendar Year 2025

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Title	Billing Code	Billing Rate
Principal	Executive Manager	P12	305.00
Senior Vice President	Executive Manager	P12	305.00
Vice President	Manager V	P11	270.00
Senior Associate	Manager IV	P10	240.00
Associate	Manager IV	P10	240.00
Senior Managing Engineer	Manager IV	P10	240.00
Senior Managing Hydrogeologist	Manager III	P9	225.00
Senior Managing Industrial Hygienist	Manager I	P7	205.00
Senior Managing Landscape Architect	Manager II	P8	215.00
Senior Consultant	Manager V	P11	270.00
Chief Asset Management Specialist	Manager V	P11	270.00
Chief Engineer	Manager II	P8	215.00
Senior Project Manager	Manager IV	P10	240.00
Senior Construction Manager	Professional VI	P6	190.00
Managing Architect	Manager I	P7	205.00
Managing Community Planner	Professional IV	P4	155.00
Managing Engineer	Manager III	P9	225.00
Managing Hydrogeologist	Professional VI	P6	190.00
Managing Industrial Hygienist	Professional IV	P4	155.00
Managing Landscape Architect	Professional V	P5	170.00
Lead Architect	Manager I	P7	205.00
Lead Asset Management Specialist	Manager IV	P10	240.00
Lead Engineer	Manager II	P8	215.00
Lead Environmental Scientist	Professional VI	P6	190.00
Lead Hydrogeologist	Manager I	P7	205.00
Lead Landscape Architect	Professional IV	P4	155.00
Project Manager	Manager III	P9	225.00
Construction Manager	Professional IV	P4	155.00
Senior Staff Sustainability Specialist	Professional III	P3	143.00
Senior Project Asset Management Specialist	Professional VI	P6	190.00
Senior Project Engineer	Manager II	P8	215.00
Senior Project Environmental Scientist	Professional IV	P4	155.00
Senior Project Hydrogeologist	Professional IV	P4	155.00
Senior Project Landscape Architect	Professional IV	P4	155.00

Barton & Loguidice Billing Rates for Calendar Year 2025

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Title	Billing Code	Billing Rate
Senior Staff Engineer	Professional V	P5	170.00
Senior Staff Environmental Scientist	Professional III	P3	143.00
Senior Staff Hydrogeologist	Professional IV	P4	155.00
Project Architect	Professional V	P5	170.00
Project Community Planner	Professional II	P2	126.00
Project Engineer	Professional VI	P6	190.00
Staff Architectural Designer	Professional IV	P4	155.00
Staff Asset Management Specialist	Manager I	P7	205.00
Staff Engineer	Professional V	P5	170.00
Staff Environmental Scientist	Professional II	P2	126.00
Staff Field Scientist	Professional II	P2	126.00
Staff Hydrogeologist	Professional II	P2	126.00
Staff Industrial Hygienist	Professional II	P2	126.00
Assistant Landscape Architect II	Professional II	P2	126.00
Community Planner II	Professional II	P2	126.00
Engineer II	Professional V	P5	170.00
Environmental Scientist II	Technician III	T3	117.00
Assistant Landscape Architect I	Professional II	P2	126.00
Community Planner I	Professional I	P1	110.00
Engineer I	Professional IV	P4	155.00
Environmental Scientist I	Professional I	P1	110.00
Hydrogeologist I	Technician II	T2	100.00
Industrial Hygienist I	Technician I	T1	87.00
Architectural Designer II	Technician V	T5	143.00
Engineering Designer II	Technician VII	T7	168.00
Engineering Designer I	Technician IV	T4	130.00
Senior Engineering Technician	Technician V	T5	143.00
Senior Environmental Technician	Technician II	T2	100.00
Senior Architectural Technician	Technician III	T3	117.00
Engineering Technician	Technician V	T5	143.00
Environmental Technician	Technician I	T1	87.00
Resident Engineer	Construction IV	C4	147.00
Senior Inspector	Construction III	C3	134.00
Inspector	Construction II	C2	126.00

Barton & Loguidice
Billing Rates for Calendar Year 2025

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Title	Billing Code	Billing Rate
Senior Project Accountant	Technical Assistant II	TA2	100.00
Project Accountant	Technical Assistant I	TA1	84.00
Senior Marketing Specialist	Technical Assistant II	TA2	100.00
Senior Communications Specialist	Technician III	T3	117.00
UAS Operator	Technician III	T3	117.00
Marketing Specialist	Technical Assistant I	TA1	84.00
Communications Specialist	Technician III	T3	117.00
Engineering Aide	Technical Assistant III	TA3	118.00
Office Administrator	Technical Assistant I	TA1	84.00
Senior Group Technical Assistant	Technical Assistant II	TA2	100.00
Group Technical Assistant	Technical Assistant I	TA1	84.00
Intern - Technical	Technician I	T1	87.00

Conflict of Interest Form



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05

Conflict of Interest Form

AKRF has included a signed and notarized Conflict of Interest form on the following pages, as requested.

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CITY OF RYE

VENDOR CONFLICT OF INTEREST QUESTIONNAIRE instructions:

Question 1: Enter your name and the name of your business.

Question 2: If you are updating an existing form for a bid or proposal check box 2.

Question 3: Enter the name of the government official or City employee you know where a conflict of interest might exist on the line. If there's none, leave the name of officer blank.

Check "Yes" or "No" in Box A, B, and C

- Box A: does the government official or City employee named receive income or money from the company filing the form?**
- Box B: does the company (person filing) receive income or money from the government official or City employee, not from the government?**
- Box C: is the filer employed by a company or corporation in which the government official or City employee is an officer, or director, or part owner?**
- Box D: Describe your employment or business relationship with the government official or City employee. If there's none, write "none" in space D.**

Question 4: Sign and date the Conflict of Interest form



CONFLICT OF INTEREST QUESTIONNAIRE

For vendor or other person doing business with the City of Rye

OFFICE USE ONLY

This questionnaire is being filed in accordance with New York State General Municipal Law § 103 by a person who has a business relationship with the City of Rye.

Date Received

By request of the City of Rye this questionnaire must be filed by a vendor that wishes to conduct business or be considered for business with the City. They must declare any business affiliation with a government official or City employee.

The form is a mandatory requirement of a submission of any bid, proposal or contract to the City of Rye. Any bid, proposal, or contract submitted without a signed copy of the Conflict of Interest form shall be considered incomplete and will be rejected by the City.

1 Name of person who has a business relationship with local governmental entity.

AKRF, Inc. - Peter Feroe, AICP

2 Check this box if you are filing an update to a previously filed questionnaire.

3 Name of local government officer/City employee with whom filer has employment or business relationship.

None.
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer/City employee with whom the filer has an employment or other business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer/City employee named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer/City employee named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer/City employee serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer/City employee named in this section.
None.

4

Peter Feroe
Signature of person doing business with the City of Rye

5/16/25
Date



**NON-COLLUSIVE AFFADAVIT
COMPLIANCE WITH SECTION 103D GENERAL MUNICIPAL LAW
(TO BE SUBMITTED WITH BID PROPOSAL)**

PART 1 STATE OF New York)

PART 1 COUNTY OF Westchester) ss:

Peter Feroe, AICP
(Here insert full name of owner, partner, officer, representative, or agent of Contractor)

Being first duly sworn, deposes and says that:

1. He is (Owner, partner, officer, representative or agent) of

AKRF, Inc., 440 Park Ave South, 7th Floor, New York, NY 10016

(Here insert full name and address or legal title of Contractor)

the Bidder that has submitted the attached Bid;

2. He further states and affirms:

(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any bidder or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

(b) A bid shall not be considered for award nor shall any award be made where (a) (1), (2), and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1), (2), and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the City Council, for its designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder has published price lists, rates or tariffs covering items being procured, has informed prospective customers of proposed or pending publication of new or revised prices lists for such items, or has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph 2(a) hereof.

3. Any bid hereafter made hereunder by a corporate bidder for work or services performed or to be performed by, goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subparagraph (a) hereof, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

PART 1 Pete Fero
(Signed)

PART 1 Vice President - Planning and Land Development
(Title)

Subscribed and sworn to before me this

16th Day of May, 20 25
Nancy Lorraine Green Title
(Notary)

NANCY LORRAINE GREEN
Notary Public, State of New York
NO. 01GR6314973
Qualified in Westchester County
Commission Expires 11/17/2026



akrf

34 South Broadway, Suite 300

White Plains, NY 10601, USA

914.949.7336

akrf.com



CITY COUNCIL AGENDA

DEPT.: City Manager

CONTACT: Brian Shea, City Manager

AGENDA ITEM: Resolution consenting to the appointment of Ms. Stephanie Fisher to the Emergency Medical Services Committee as the Village of Rye Brook community representative.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council approve the appointment.

RESOLVED the City Council hereby approves the appointment of Ms. Stephanie Fisher to the Emergency Medical Services Committee as the Community Representative of the Village of Port Chester for a four (4) year term ending June 30, 2030.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND:

The Inter-Municipal Agreement between the Village of Rye Brook, City of Rye, and the Village of Port Chester for emergency medical services established the Emergency Medical Services Committee (EMSC). Section 3A of the Inter-Municipal Agreement establishes that community representatives from each of the participating municipalities be proposed by the Corps and ratified by each of the municipalities.

See attached letter from Port Chester-Rye-Rye Brook EMS Chief Kenny Barton requesting the City Council's consent for Ms. Fisher's appointment.



PORT CHESTER-RYE-RYE BROOK EMERGENCY MEDICAL SERVICES

2/9/2026

Mr. Brian Shea
Rye City Manager
City of Rye
1051 Boston Post Road
Rye, NY 10580

Dear Mr. Shea:

The Inter-Municipal Agreement for Emergency Medical Services established the Emergency Medical Services Committee (EMSC) which is comprised of the Municipal Managers and a Citizen Representative from each community. The term of Mr. Michael Borrelli, the former Citizen Representative to the EMSC from the Village of Rye Brook, ended in October of 2025 with his resignation from the Committee. Mr. Borrelli had been an active, long standing member of the EMSC prior to his departure.

Section 3A of the Inter-Municipal Agreement states that the community representative shall be "recommended by the Corps and ratified by joint resolution of the municipalities". In accordance with the agreement, I respectfully submit Stephanie Fischer of 37 Hillendale Road, Village of Rye Brook, for appointment to the EMSC for a term of four (4) years, ending June 30, 2030, to fill the vacancy created by Mr. Borrelli's retirement. I request this matter be placed on the agenda of the next scheduled Rye City Council meeting.

Please don't hesitate to contact me with any questions, comments or concerns.

Sincerely,

Chief Kenny Barton
PCRRB EMS



CITY COUNCIL AGENDA

DEPT.: Public Safety

CONTACT: Michael Kopy, Public Safety Commissioner

INFORMATION: Consideration of the proposed additions to the Rules and Regulations of the City of Rye Police Department.

- Policy 425 – Homeless Persons
- Policy 426 – Medical Cannabis
- Policy 428 – First Amendment Assemblies
- Policy 607 – Operations, Planning, & Deconfliction
- Policy 1027 – Illness and Injury Prevention
- Policy 1029 – Wellness Program

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council consider the listed policies.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: The proposed policies have been reviewed by the Commissioner and the Rye Police Association for review pursuant to the provisions of the collective bargaining agreement.

See the attached memo and policies.

Michael Kopy
Public Safety Commissioner
1051 Boston Post Road
Rye, New York 10580



Tel: (914) 967-1234 ex 2011
E-mail: mkopy@ryeny.gov
<http://www.ryeny.gov>

CITY OF RYE Public Safety

To: Brian Shea, City Manager
From: Michael Kopy, Public Safety Commissioner
Date: 02/25/2026
Re: Police Department – Lexipol Policy

Reference the captioned subject, the attached policy changes are forwarded for review. As you know, the city contracted with Lexipol prior to my arrival to develop policies for the police department based on nationwide standards and best practices, while also incorporating state and federal laws. I have reviewed the policies submitted by Lexipol with a committee at the police department (including the PBA) and made the appropriate changes where necessary.

I believe that the adoption of these policies are in the best interest of public safety in the City of Rye and I recommend that they be forwarded to the City Council for action. Below is a brief overview of the changes from both the current City Police Department policy, as well as what was submitted by Lexipol, for each section.

I will be available to answer questions when these are reviewed.

Policy 425 – Homeless Persons

The purpose of this policy is to ensure that department members understand the needs and rights of the homeless, and to establish procedure to guide them during all contacts with the homeless, whether consensual or for enforcement purposes.

Policy 426 – Medical Cannabis

The purpose of this policy is to provide members of this department with guidelines for investigating the acquisition, possession, transfer, transportation, delivery, administration, or use of cannabis under New York's medical cannabis laws.

Policy 428 – First Amendment Assemblies

This policy provides guidance for responding to public assemblies or demonstrations.

Policy 607 – Operations Planning and Deconfliction

This policy provides guidelines for planning, deconfliction and execution of high-risk operations.

Policy 1027 – Illness and Injury Prevention

The purpose of this policy is to establish an ongoing and effective plan to reduce the incidence of illness and injury for members of the Rye Police Department.

Policy 1029 – Wellness Program

The purpose of this policy is to provide guidelines on establishing and maintaining a proactive wellness program for department members.

Homeless Persons

425.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that department members understand the needs and rights of the homeless, and to establish procedures to guide them during all contacts with the homeless, whether consensual or for enforcement purposes.

This policy details the need for special protection and services for homeless persons.

425.2 POLICY

It is the policy of the Rye Police Department to protect the rights, dignity and private property of all members of the community, including people who are homeless. Abuse of authority to harass any member of the community will not be permitted. The Rye Police Department will address the needs of homeless persons in balance with the overall mission of this department.

Homelessness is not a crime and members will not use homelessness as the sole basis for detention or law enforcement action.

425.3 FIELD CONTACTS

Officers are encouraged to contact a homeless person to render aid, offer assistance or to check on the person's welfare. Officers also will take enforcement action when information supports a reasonable and articulable suspicion of criminal activity. However, such contacts shall not be used for harassment.

When encountering a homeless person who has committed a nonviolent minor offense and continued freedom is not likely to result in a continuation of the offense or a breach of the peace, officers are encouraged to consider long-term solutions, such as shelter referrals and counseling, in lieu of an arrest and criminal charges.

Officers should provide homeless persons with resources and assistance information whenever it is reasonably apparent that such services may be appropriate.

425.3.1 CONSIDERATIONS

A homeless person will receive the same level and quality of service provided to other members of the community. The fact that a victim, witness or suspect is homeless can, however, require special consideration for a successful investigation and prosecution. When handling investigations involving victims, witnesses or suspects who are homeless, officers should consider:

- (a) Documenting alternate contact information. This may include obtaining addresses and telephone numbers of relatives and friends.
- (b) Documenting locations the person may frequent.
- (c) Providing victim/witness resources, when appropriate.
- (d) Obtaining sufficient statements from all available witnesses in the event that a victim cannot be located and is unavailable for a court appearance.

Homeless Persons

- (e) Arranging for transportation for investigation-related matters, such as medical exams and court appearances.
- (f) Whether a crime should be reported and submitted for prosecution, even when a victim who is homeless indicates that he/she does not desire prosecution.
- (g) Whether the person may be an adult abuse victim and, if so, proceed in accordance with the Adult Abuse Policy.

425.3.2 INCLEMENT WEATHER

Officers encountering homeless persons who are without shelter during freezing weather should direct or transport the person to the nearest shelter, as appropriate (Exec. Order 151 (2016)).

425.4 MENTAL HEALTH ISSUES

When mental health issues are evident, officers should consider referring the person to the appropriate mental health agency or providing the person with contact information for mental health assistance, as appropriate. Officers should consider detaining the person under emergency admission when facts and circumstances reasonably indicate such a detention is warranted (see the Emergency Admissions Policy).

425.5 PERSONAL PROPERTY

The personal property of homeless persons must not be treated differently than the property of other members of the community. Officers should use reasonable care when handling, collecting and retaining the personal property of homeless persons and should not destroy or discard the personal property of a homeless person.

When a homeless person is arrested or otherwise removed from a public place, officers should make reasonable accommodations to permit the person to lawfully secure his/her personal property. Otherwise, it should be collected for safekeeping. If the arrestee has more personal property than can reasonably be collected and transported by the officer, a supervisor should be consulted. The property should be photographed and measures should be taken to remove or secure it. It will be the supervisor's responsibility to coordinate its removal and safekeeping.

Officers should not conduct or assist in clean-up operations of belongings that reasonably appear to be the property of homeless persons without the prior authorization of a supervisor. When practicable, requests by the public for clean-up of a homeless encampment should be referred to the Department of Public Works.

Officers who encounter unattended encampments, bedding or other personal property in public areas that reasonably appears to belong to a homeless person should not remove or destroy such property and should inform the liaison if such property appears to involve a trespass, is a blight to the community or is the subject of a complaint.

425.6 ECOLOGICAL ISSUES

Sometimes homeless encampments can have an impact on the ecology and natural resources of the community and may involve criminal offenses beyond mere littering. Officers are encouraged

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Homeless Persons

to notify other appropriate agencies or City departments when a significant impact to the environment has or is likely to occur. A significant impact to the environment may warrant a crime report, investigation, supporting photographs and supervisor notification.

Medical Cannabis

426.1 PURPOSE AND SCOPE

The purpose of this policy is to provide members of this department with guidelines for investigating the acquisition, possession, transfer, transportation, delivery, administration, or use of cannabis under New York's medical cannabis laws (Cannabis Law § 1 et seq.).

426.1.1 DEFINITIONS

Definitions related to this policy include (Cannabis Law § 3; 9 NYCRR § 113.1):

Allowable amount - Possession of a 60-day dosage of medical cannabis by a certified patient or designated caregiver. This may include possession of the certified patient's next 60-day supply during the last seven days of any 60-day period (Cannabis Law § 31).

Certified medical use - The acquisition, possession, transportation, or other authorized use of medical cannabis by a certified patient or designated caregiver.

Certified patient - A person residing or receiving treatment in New York for a condition that qualifies the person to receive a certification from an authorized practitioner to use medical cannabis pursuant to Cannabis Law § 30.

Designated caregiver - A person designated by a certified patient in a registry application to assist the certified patient in the acquisition, possession, transportation, or other authorized use of medical cannabis, or an employee of a registered designated caregiver facility.

Licensee or permittee - A person granted a license or a permit to cultivate, process, distribute, deliver, or dispense cannabis, or a cannabis research license, by the Cannabis Control Board.

Registered facility or organization - A designated caregiver facility that is registered with the Office of Cannabis Management, or a business or organization registered by the Cannabis Control Board (Cannabis Law § 32; Cannabis Law § 33; Cannabis Law § 34).

Registry identification card (RIC) - The card that is issued in accordance with Cannabis Law § 32 based upon a certification provided by an authorized practitioner that identifies an individual as a certified patient or a designated caregiver.

426.2 POLICY

It is the policy of the Rye Police Department to prioritize resources to avoid making arrests related to cannabis that the arresting officer reasonably believes would not be prosecuted by state or federal authorities.

New York medical cannabis laws are intended to provide protection from prosecution to those who acquire, possess, cultivate, use, or transport cannabis to mitigate the symptoms of medical conditions. However, New York medical cannabis laws do not affect federal laws and there is no medical exception under federal law for the possession or distribution of cannabis. The Rye Police Department will exercise discretion to ensure laws are appropriately enforced without

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unreasonably burdening both those individuals protected under New York law and the resources of the Department.

426.3 INVESTIGATION

Investigations involving the possession, delivery, production, or use of cannabis generally fall into one of two categories:

- (a) Investigations when no person makes a medicinal claim.
- (b) Investigations when a medicinal claim is made by a person possessing an RIC.

426.3.1 INVESTIGATIONS WITH NO MEDICAL CLAIM

In any investigation involving the possession, delivery, production, or use of cannabis or drug paraphernalia where no person claims that the cannabis is used for medicinal purposes, the officer should proceed with a criminal investigation if the amount is greater than permitted for personal use (Penal Law § 222.00 et seq.). A medicinal claim may be raised later, so officers should document any statements and observations that may be relevant to whether the cannabis was possessed or produced for medicinal purposes.

426.3.2 INVESTIGATIONS INVOLVING PERSONS WITH AN RIC

Officers shall not take enforcement action against a certified patient or designated caregiver who is in possession of a valid RIC when (Cannabis Law § 32):

- (a) The certified patient or designated caregiver possesses an allowable amount of cannabis.
 - 1. A designated caregiver may possess the allowable amount of cannabis for up to four certified patients.
- (b) The form of medical cannabis that is possessed is in compliance with the recommended amount or limitation set by the medical practitioner who issued the patient's certification for the use of medical cannabis.
- (c) The medical cannabis is in the original package that it was dispensed in except for the portion removed for immediate consumption.

Officers should not take enforcement action if the officer can reasonably ascertain that the person otherwise has a valid RIC. The officer should document attempts to verify the existence and validity of an RIC issued to the patient or designated caregiver in a written report.

426.3.3 ADDITIONAL CONSIDERATIONS

Officers should consider the following when investigating an incident involving cannabis possession, delivery, production, or use:

- (a) Because enforcement of medical cannabis laws can be complex, time-consuming, and can call for resources unavailable at the time of initial investigation, officers may consider submitting a report to the prosecutor for review, in lieu of making an arrest. This can be particularly appropriate when:
 - 1. The suspect has been identified and can be easily located at another time.

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2. The case would benefit from review by a person with expertise in medical cannabis investigations.
 3. Sufficient evidence, such as photographs or samples, has been lawfully obtained.
 4. Any other relevant factors exist, such as limited available department resources and time constraints.
- (b) Before proceeding with enforcement related to registered organizations or dispensing facilities that supply cannabis for patients, licensees, or permittees, officers should consider conferring with appropriate legal counsel (e.g., to discuss requested enforcement actions such as preliminary injunctions, orders to seal, and temporary restraining orders and associated procedural requirements (Cannabis Law § 16-a; Cannabis Law § 134; Cannabis Law § 138-b).
- (c) The Cannabis Control Board should be contacted should questions arise regarding cannabinoid hemp and hemp extract activity (Cannabis Law, Article 5; Cannabis Law § 109).
- (d) Cannabis involved in any way with conduct deemed to be lawful under New York State law is not subject to seizure and does not support the forfeiture of property as set forth in the Asset Forfeiture Policy (Penal Law § 222.05).
- (e) Questions regarding the validity of an RIC, a registered facility, or organization, licensee, or permittee should be referred to the New York State Cannabis Control Board (Cannabis Law § 32).

426.3.4 EXCEPTIONS

This policy does not apply to the following offenses. Officers may take enforcement action if the person:

- (a) Consumes cannabis through smoking or vaporization in any location where smoking is prohibited by New York law, including but not limited to (Public Health Law § 1399-o):
1. Places of employment.
 2. Places of mass transportation.
 3. Child care facilities and all public and private educational institutions.
 4. Hospitals and residential health care facilities (unless use is in a designated smoking room for patients of such facilities).
 5. Within 100 feet of the entrance, exit, or outdoor area of a public or private elementary or secondary school.
- (b) Obtains, possesses, stores, or maintains an amount of cannabis in excess of the amount that the certified patient or designated caregiver is authorized to possess under New York's medical cannabis laws (Penal Law § 179.15).
- (c) Sells, trades, delivers, or otherwise provides medical cannabis to another person with knowledge or reasonable grounds to believe that the person is not registered under New York's medical cannabis laws (Penal Law § 179.11).

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- (d) Is a medical practitioner who issues a certification with knowledge or reasonable grounds to believe that the person to receive it has no medical need for it or that it is for a purpose other than to treat a condition (Penal Law § 179.10).
- (e) Consumes cannabis while in any motor vehicle (9 NYCRR § 113.19)

426.4 FEDERAL LAW ENFORCEMENT

Officers should provide information regarding a cannabis investigation to federal law enforcement authorities when it is requested by federal law enforcement authorities pursuant to a valid court order (Cannabis Law § 127).

426.5 DETECTIVE DIVISION SUPERVISOR RESPONSIBILITIES

The Detective Division supervisor should ensure that cannabis, drug paraphernalia, or other related property seized from a person engaged or assisting in the use of medical cannabis is not destroyed. Upon the prosecutor's decision to forgo prosecution, or the dismissal of charges or an acquittal, the Detective Division supervisor should as soon as practicable return to the person from whom it was seized any useable cannabis, drug paraphernalia, or other related property.

The Detective Division supervisor should not destroy cannabis that was alleged to be for medical purposes except upon receipt of a court order.

The Detective Division supervisor may release cannabis to federal law enforcement authorities upon presentation of a valid court order or by a written order of the Detective Division supervisor.

First Amendment Assemblies

428.1 PURPOSE AND SCOPE

This policy provides guidance for responding to public assemblies or demonstrations.

428.2 POLICY

The Rye Police Department respects the rights of people to peaceably assemble. It is the policy of this department not to unreasonably interfere with, harass, intimidate or discriminate against persons engaged in the lawful exercise of their rights, while also preserving the peace, protecting life and preventing the destruction of property.

428.3 GENERAL CONSIDERATIONS

Individuals or groups present on the public way, such as public facilities, streets or walkways, generally have the right to assemble, rally, demonstrate, protest or otherwise express their views and opinions through varying forms of communication, including the distribution of printed matter. These rights may be limited by laws or ordinances regulating such matters as the obstruction of individual or vehicle access or egress, trespass, noise, picketing, distribution of handbills, leafleting, disorderly conduct, unlawful assembly, inciting to riot, criminal interference with health care services or religious worship and loitering. However, officers shall not take action or fail to take action based on the opinions being expressed. Participant behavior during a demonstration or other public assembly can vary. This may include, but is not limited to:

- Lawful, constitutionally protected actions and speech.
- Civil disobedience (typically involving minor criminal acts).
- Rioting.

All of these behaviors may be present during the same event. Therefore, it is imperative that law enforcement actions are measured and appropriate for the behaviors officers may encounter. This is particularly critical if force is being used. Adaptable strategies and tactics are essential. The purpose of a law enforcement presence at the scene of public assemblies and demonstrations should be to preserve the peace, to protect life and to prevent the destruction of property. Officers should not:

- (a) Engage in assembly or demonstration-related discussion with participants.
- (b) Harass, confront or intimidate participants.
- (c) Seize the cameras, cell phones or materials of participants or observers unless an officer is placing a person under lawful arrest.

Supervisors should continually observe department members under their commands to ensure that members' interaction with participants and their response to crowd dynamics is appropriate.

First Amendment Assemblies

428.3.1 PHOTOGRAPHS, VIDEO RECORDINGS AND OTHER INFORMATION

Photographs, video recordings and other information may be collected at assemblies and demonstrations as they can serve a number of purposes, such as support of criminal prosecutions, assistance in evaluating department performance, serving as training material, recording the use of dispersal orders and facilitating a response to allegations of improper law enforcement conduct.

Photographs, video recordings and other information shall not be maintained on the political, religious or social activities, views or associations of any individual, group or organization unless those activities, views or associations directly relate to an investigation of criminal activity and there is reasonable suspicion that the subject of the information is involved in criminal conduct.

428.4 UNPLANNED EVENTS

When responding to an unplanned or spontaneous public gathering, the first responding officer should conduct an assessment of conditions, including, but not limited to:

- Location.
- Number of participants.
- Apparent purpose of the event.
- Leadership (whether it is apparent and/or whether it is effective).
- Any initial indicators of unlawful or disruptive activity.
- Indicators that lawful use of public facilities, streets or walkways will be impacted.
- Ability and/or need to continue monitoring the incident.

Initial assessment information should be promptly communicated to the Desk, and the assignment of a supervisor should be requested. Additional resources should be requested as appropriate. The responding supervisor shall assume command of the incident until command is expressly assumed by another, and the assumption of command is communicated to the involved members. A clearly defined command structure that is consistent with the Incident Command System (ICS) should be established as resources are deployed.

428.5 PLANNED EVENT PREPARATION

For planned events, comprehensive, incident-specific operational plans should be developed. The ICS should be considered for such events.

428.5.1 INFORMATION GATHERING AND ASSESSMENT

In order to properly assess the potential impact of a public assembly or demonstration on public safety and order, relevant information should be collected and vetted. This may include:

- Information obtained from outreach to group organizers or leaders.
- Information about past and potential unlawful conduct associated with the event or similar events.

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First Amendment Assemblies

- The potential time, duration, scope, and type of planned activities.
- Any other information related to the goal of providing a balanced response to criminal activity and the protection of public safety interests.

Information should be obtained in a transparent manner, and the sources documented. Relevant information should be communicated to the appropriate parties in a timely manner.

Information will be obtained in a lawful manner and will not be based solely on the purpose or content of the assembly or demonstration, or actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability of the participants (or any other characteristic that is unrelated to criminal conduct or the identification of a criminal subject).

428.5.2 OPERATIONAL PLANS

An operational planning team with responsibility for event planning and management should be established. The planning team should develop an operational plan for the event.

The operational plan will minimally provide for:

- (a) Command assignments, chain of command structure, roles, and responsibilities.
- (b) Staffing and resource allocation.
- (c) Management of criminal investigations.
- (d) Designation of uniform of the day and related safety equipment (helmets, shields, etc.).
- (e) Deployment of specialized resources.
- (f) Event communications and interoperability in a multijurisdictional event.
- (g) An established liaison with demonstration leaders and external agencies.
- (h) An established liaison with City government and legal staff.
- (i) Media relations.
- (j) Logistics: food, fuel, replacement equipment, duty hours, relief, and transportation.
- (k) Traffic management plans.
- (l) First aid and emergency medical service provider availability.
- (m) Prisoner transport and detention.
- (n) Review of policies regarding public assemblies and use of force in crowd control.
- (o) Parameters for declaring an unlawful assembly.
- (p) Arrest protocol, including management of mass arrests, to be coordinated with the District Attorney's Office.
- (q) Protocol for recording information flow and decisions.
- (r) Rules of engagement, including rules of conduct, protocols for field force extraction and arrests, and any authorization required for the use of force.

First Amendment Assemblies

- (s) Protocol for handling complaints during the event.
- (t) Parameters for the use of body-worn cameras and other portable recording devices.

428.5.3 MUTUAL AID AND EXTERNAL RESOURCES

The magnitude and anticipated duration of an event may necessitate interagency cooperation and coordination. The assigned Incident Commander should ensure that any required memorandums of understanding or other agreements are properly executed, and that any anticipated mutual aid is requested and facilitated (see the Outside Agency Assistance Policy).

428.6 UNLAWFUL ASSEMBLY DISPERSAL ORDERS

If a public gathering or demonstration remains peaceful and nonviolent, and there is no reasonably imminent threat to persons or property, the Incident Commander should generally authorize continued monitoring of the event.

Should the Incident Commander make a determination that public safety is presently or is about to be jeopardized, he/she or the authorized designee should attempt to verbally persuade event organizers or participants to disperse of their own accord. Warnings and advisements may be communicated through established communications links with leaders and/or participants or to the group.

When initial attempts at verbal persuasion are unsuccessful, the Incident Commander or the authorized designee should make a clear, standardized announcement to the gathering that the event is an unlawful assembly, and should order the dispersal of the participants. The announcement should be communicated by whatever methods are reasonably available to ensure that the content of the message is clear and that it has been heard by the participants. The announcement should be amplified, made in different languages as appropriate, made from multiple locations in the affected area and documented by audio and video. The announcement should provide information about what law enforcement actions will take place if illegal behavior continues and should identify routes for egress. A reasonable time to disperse should be allowed following a dispersal order.

428.7 USE OF FORCE

Use of force is governed by current department policy and applicable law (see the Use of Force, Handcuffing and Restraints, Control Devices, and Conducted Energy Device policies).

Individuals refusing to comply with lawful orders (e.g., nonviolent refusal to disperse) should be given a clear verbal warning and a reasonable opportunity to comply. If an individual refuses to comply with lawful orders, the Incident Commander shall evaluate the type of resistance and adopt a reasonable response in order to accomplish the law enforcement mission (such as dispersal or arrest of those acting in violation of the law). Control devices and conducted energy devices should be considered only when the participants' conduct reasonably appears to present the potential to harm officers, themselves or others, or will result in substantial property loss or damage (see the Control Devices and the Conducted Energy Device policies).

First Amendment Assemblies

Force or control devices, including oleoresin capsaicin (OC), should be directed toward individuals and not toward groups or crowds, unless specific individuals cannot reasonably be targeted due to extreme circumstances, such as a riotous crowd.

Any use of force by a member of this department shall be documented promptly, completely, and accurately in an appropriate report. The type of report required may depend on the nature of the incident.

428.8 ARRESTS

The Rye Police Department should respond to unlawful behavior in a manner that is consistent with the operational plan. If practicable, warnings or advisements should be communicated prior to arrest.

Mass arrests should be employed only when alternate tactics and strategies have been or reasonably appear likely to be unsuccessful. Mass arrests shall only be undertaken upon the order of the Incident Commander or the authorized designee. There must be probable cause for each arrest.

If employed, mass arrest protocols should fully integrate:

- (a) Reasonable measures to address the safety of officers and arrestees.
- (b) Dedicated arrest, booking, and report writing teams.
- (c) Timely access to medical care.
- (d) Timely access to legal resources.
- (e) Timely processing of arrestees.
- (f) Full accountability for arrestees and evidence.
- (g) Coordination and cooperation with the prosecuting authority, jail, and courts (see the Appearance Tickets Policy).

428.9 MEDIA RELATIONS

The Public Information Officer should use all available avenues of communication, including press releases, briefings, press conferences and social media, to maintain open channels of communication with media representatives and the public about the status and progress of the event, taking all opportunities to reassure the public about the professional management of the event (see the Media Relations Policy).

428.10 DEMOBILIZATION

When appropriate, the Incident Commander or the authorized designee should implement a phased and orderly withdrawal of law enforcement resources. All relieved personnel should promptly complete any required reports, including use of force reports, and account for all issued equipment and vehicles to their supervisors prior to returning to normal operational duties.

First Amendment Assemblies

428.11 POST EVENT

The Incident Commander should designate a member to assemble full documentation of the event, to include:

- (a) Operational plan.
- (b) Any incident logs.
- (c) Any assignment logs.
- (d) Vehicle, fuel, equipment, and supply records.
- (e) Incident, arrest, use of force, injury, and property damage reports.
- (f) Photographs, audio/video recordings, and the Desk records/tapes.
- (g) Media accounts (print and broadcast media).

428.11.1 AFTER-ACTION REPORTING

The Incident Commander should work with City legal counsel, as appropriate, to prepare a comprehensive after-action report of the event and explain all incidents where force was used, to include:

- (a) Date, time, and description of the event.
- (b) Actions taken and outcomes (e.g., injuries, property damage, arrests, costs).
- (c) Problems identified.
- (d) Significant events.
- (e) Recommendations for improvement; opportunities for training should be documented in a generic manner, without identifying individuals or specific incidents, facts, or circumstances.

428.12 TRAINING

Department members should receive periodic training regarding this policy, as well as the dynamics of crowd control and incident management. The Department should, when practicable, train with its external and mutual aid partners.

Operations Planning and Deconfliction

607.1 PURPOSE AND SCOPE

This policy provides guidelines for planning, deconfliction and execution of high-risk operations.

Additional guidance on planning and serving high-risk warrants is provided in the Warrant Service Policy.

607.1.1 DEFINITIONS

Definitions related to this policy include:

High-risk operations - Operations, including service of search and arrest warrants and sting operations, that are likely to present higher risks than are commonly faced by officers on a daily basis, including suspected fortified locations, reasonable risk of violence or confrontation with multiple persons, or reason to suspect that persons anticipate the operation.

607.2 POLICY

It is the policy of the Rye Police Department to properly plan and carry out high-risk operations, including participation in a regional deconfliction system, in order to provide coordination, enhance the safety of members and the public, decrease the risk of compromising investigations and prevent duplicating efforts.

607.3 OPERATIONS DIRECTOR

The Commissioner of Public Safety will designate a member of this department to be the operations director.

The director will also have the responsibility for coordinating operations that are categorized as high risk.

607.4 OPERATIONAL PLAN

607.4.1 OPERATIONAL PLAN REVIEW

The officer assigned as the Operational Lead will create an Operational Plan for any high risk or major event. Officers will present the Operational Plan and other relevant documents (such as copies of search warrants and affidavits and arrest warrants) to their supervisor and the operations director.

The supervisor and operations director shall confer and determine the level of risk. Supervisors should take reasonable actions if there is a change in circumstances that elevates the risks associated with the operation.

607.4.2 HIGH-RISK OPERATIONS

If the operations director, after consultation with the involved supervisor, determines that the operation is high risk, the operations director should:

Operations Planning and Deconfliction

- (a) Determine what resources will be needed at the location, and contact and/or place on standby any of the following appropriate and available resources:
 - 1. Tactical Unit (Tactical Unit)
 - 2. Additional personnel
 - 3. Outside agency assistance
 - 4. Special equipment
 - 5. Medical personnel
 - 6. Persons trained in negotiation
 - 7. Additional surveillance
 - 8. Canines
 - 9. Detective Division or analytical personnel to assist with cataloguing seizures
 - 10. Forensic specialists
 - 11. Specialized mapping for larger or complex locations
- (b) Contact the appropriate department members or other agencies as warranted to begin preparation.
- (c) Ensure that all legal documents such as search warrants are complete and have any modifications reasonably necessary to support the operation.
- (d) Coordinate the actual operation.

607.5 DECONFLICTION

Deconfliction systems are designed to identify persons and locations associated with investigations or law enforcement operations and alert participating agencies when others are planning or conducting operations in close proximity or time or are investigating the same individuals, groups or locations.

The officer who is the operations lead shall ensure the subject of investigation and operations information have been entered in an applicable deconfliction system to determine if there is reported conflicting activity. This should occur as early in the process as practicable, but no later than two hours prior to the commencement of the operation. The officer should also enter relevant updated information when it is received.

If any conflict is discovered, the supervisor will contact the involved jurisdiction and resolve the potential conflict before proceeding.

607.6 OPERATIONS PLAN

The operations director should ensure that a written operations plan is developed for all high-risk operations. Plans should also be considered for other operations that would benefit from having a formal plan.

The plan should address such issues as:

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Operations Planning and Deconfliction

- (a) Operation goals, objectives and strategies.
- (b) Operation location and people:
 - 1. The subject of investigation (e.g., history of weapon possession/use, known mental illness issues, known drug use, threats against police, gang affiliation, criminal history)
 - 2. The location (e.g., fortification, booby traps, reinforced doors/windows, surveillance cameras and/or lookouts, number/type of buildings, geographic and perimeter barriers, the number and types of weapons likely to be present, information that suggests the presence of explosives, chemicals or other hazardous materials, the potential for multiple dwellings or living spaces, availability of keys/door combinations), including aerial photos, if available, and maps of neighboring yards and obstacles, diagrams and other visual aids
 - 3. Other environmental factors (e.g., nearby venues such as schools and day care centers, proximity of adjacent homes or other occupied buildings, anticipated pedestrian and vehicle traffic at the time of service)
 - 4. Identification of other people who may be present in or around the operation, such as other criminal suspects, innocent third parties and children
- (c) Participants and their roles.
 - 1. An adequate number of uniformed officers should be included in the operation team to provide reasonable notice of a legitimate law enforcement operation.
 - 2. How all participants will be identified as law enforcement.
- (d) Whether deconfliction submissions are current and all involved individuals, groups and locations have been deconflicted to the extent reasonably practicable.
- (e) Identification of all communications channels and call-signs.
- (f) Use of force issues.
- (g) Contingencies for handling medical emergencies (e.g., services available at the location, closest hospital, closest trauma center).
- (h) Plans for detaining people who are not under arrest.
- (i) Contingencies for handling children, dependent adults, animals and other people who might be at the location in accordance with the Child Abuse, Adult Abuse, Child and Dependent Adult Safety and Animal Control policies.
- (j) Communications plan.
- (k) Responsibilities for writing, collecting, reviewing and approving reports.

607.7 OPERATIONS BRIEFING

A briefing should be held prior to the commencement of any high-risk operation to allow all participants to understand the operation, see and identify each other, identify roles and responsibilities and ask questions or seek clarification as needed. Anyone who is not present at the briefing should not respond to the operation location without specific supervisory approval.

Operations Planning and Deconfliction

- (a) The briefing should include a verbal review of plan elements, using visual aids, to enhance the participants' understanding of the operations plan.
- (b) All participants should be provided a copy of the operations plan and search warrant, if applicable. Participating personnel should be directed to read the search warrant and initial a copy that is retained with the operation plan. Any items to be seized should be identified at the briefing.
- (c) The operations director shall ensure that all participants are visually identifiable as law enforcement officers.
 - 1. Exceptions may be made by the operations director for officers who are conducting surveillance or working under cover. However, those members exempt from visual identification should be able to transition to a visible law enforcement indicator at the time of enforcement actions, such as entries or arrests, if necessary.
- (d) The briefing should include details of the communications plan.
 - 1. It is the responsibility of the operations director to ensure that the Desk is notified of the time and location of the operation, and to provide a copy of the operation plan prior to officers arriving at the location.
 - 2. If the radio channel needs to be monitored by the Desk, the dispatcher assigned to monitor the operation should attend the briefing, if practicable, but at a minimum should receive a copy of the operation plan.
 - 3. The briefing should include a communications check to ensure that all participants are able to communicate with the available equipment on the designated radio channel.

607.8 TACTICAL UNIT PARTICIPATION

If the operations director determines that Tactical Unit participation is appropriate, the director and the Tactical Unit supervisor shall work together to develop a written plan. The Tactical Unit supervisor shall assume operational control until all persons at the scene are appropriately detained and it is safe to begin a search. When this occurs, the Tactical Unit supervisor shall transfer control of the scene to the handling supervisor. This transfer should be communicated to the officers present.

607.9 MEDIA ACCESS

No advance information regarding planned operations shall be released without the approval of the Commissioner of Public Safety. Any media inquiries or press release after the fact shall be handled in accordance with the Media Relations Policy.

607.10 OPERATIONS DEBRIEFING

High-risk operations should be debriefed as soon as reasonably practicable. The debriefing should include as many participants as possible. This debrief may be separate from any Tactical Unit debriefing.

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Operations Planning and Deconfliction

607.11 TRAINING

The Patrol or Detective Lieutenant should ensure officers who participate in operations subject to this policy receive periodic training including, but not limited to, topics such as legal issues, deconfliction practices, operations planning concepts and reporting requirements.

Illness and Injury Prevention

1027.1 PURPOSE AND SCOPE

The purpose of this policy is to establish an ongoing and effective plan to reduce the incidence of illness and injury for members of the Rye Police Department.

This policy specifically applies to illness and injury that results in lost time or that requires medical treatment beyond first aid. Although this policy provides the essential guidelines for a plan that reduces illness and injury, it may be supplemented by procedures outside the Policy Manual.

This policy does not supersede, but supplements any related Citywide safety efforts.

1027.2 POLICY

The Rye Police Department is committed to providing a safe environment for its members and visitors and to minimizing the incidence of work-related illness and injuries. The Department will establish and maintain an illness and injury prevention plan and will provide tools, training and safeguards designed to reduce the potential for accidents, injuries and illness. It is the intent of the Department to comply with all laws and regulations related to occupational safety.

1027.3 ILLNESS AND INJURY PREVENTION PLAN

The Patrol Division Commander is responsible for developing an illness and injury prevention plan that shall include:

- (a) Workplace safety and health training programs.
- (b) Regularly scheduled safety meetings.
- (c) Posted or distributed safety information.
- (d) A system for members to anonymously inform management about workplace hazards.
- (e) Establishment of a safety and health committee that will:
 1. Meet regularly.
 2. Prepare a written record of safety and health committee meetings.
 3. Review the results of periodic scheduled inspections.
 4. Review investigations of accidents and exposures.
 5. Make suggestions to command staff for the prevention of future incidents.
 6. Review investigations of alleged hazardous conditions.
 7. Submit recommendations to assist in the evaluation of member safety suggestions.
 8. Assess the effectiveness of efforts made by the Department to meet applicable standards.

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Illness and Injury Prevention

- (f) Establishing a process to ensure illnesses and injuries are reported as required under the New York Public Employee Safety and Health (PESH) Act (Labor Law § 27-a; 12 NYCRR § 801.39).

1027.4 PATROL DIVISION COMMANDER RESPONSIBILITIES

The responsibilities of the Patrol Division Commander include but are not limited to:

- (a) Managing and implementing a plan to reduce the incidence of member illness and injury.
- (b) Ensuring that a system of communication is in place that facilitates a continuous flow of safety and health information between supervisors and members. This system shall include:
 - 1. New member orientation that includes a discussion of safety and health policies and procedures.
 - 2. Regular member review of the illness and injury prevention plan.
- (c) Ensuring that all safety and health policies and procedures are clearly communicated and understood by all members.
- (d) Taking reasonable steps to ensure that all members comply with safety rules in order to maintain a safe work environment. This includes but is not limited to:
 - 1. Informing members of the illness and injury prevention guidelines.
 - 2. Recognizing members who perform safe work practices.
 - 3. Ensuring that the member evaluation process includes member safety performance.
 - 4. Ensuring department compliance to meet standards regarding the following:
 - (a) Respiratory protection (29 CFR 1910.134; 12 NYCRR § 800.3)
 - (b) Communicable diseases (29 CFR 1910.1030; Labor Law § 27-a; 12 NYCRR § 800.3)
 - (c) Exit routes, Emergency Action Plans, and Fire Prevention Plans (29 CFR 1910.33 et seq.; 12 NYCRR § 800.3)
 - (d) Workplace safety and violence prevention, specifically addressing the essential elements related to (Labor Law § 27-b; 12 NYCRR § 800.6):
 - 1. Risk evaluation and determination
 - 2. Written workplace violence prevention program
 - 3. Employee information and training
 - (e) The placement and maintenance of the Safety Data Sheets (SDS)
 - (f) Personal Protective Equipment (PPE) (see the Personal Protective Equipment Policy)
 - (g) Walking-working surfaces (29 CFR 1910.21; 12 NYCRR § 800.3)

Illness and Injury Prevention

- (e) Making available a form to document inspections, unsafe conditions, or unsafe work practices, and actions taken to correct unsafe conditions and work practices.
- (f) Making available a form to document individual incidents or accidents.
- (g) Making available a form to document the safety and health training of each member. This form will include the member's name or other identifier, training dates, type of training, and training providers.
- (h) Conducting and documenting a regular review of the illness and injury prevention plan.

1027.5 SUPERVISOR RESPONSIBILITIES

Supervisor responsibilities include, but are not limited to:

- (a) Ensuring member compliance with illness and injury prevention guidelines and answering questions from members about this policy.
- (b) Training, counseling, instructing or making informal verbal admonishments any time safety performance is deficient. Supervisors may also initiate discipline when it is reasonable and appropriate under the Standards of Conduct Policy.
- (c) Establishing and maintaining communication with members on health and safety issues. This is essential for an injury-free, productive workplace.
- (d) Completing required forms and reports relating to illness and injury prevention; such forms and reports shall be submitted to the Patrol Division Commander.
- (e) Notifying the Patrol Division Commander when:
 1. New substances, processes, procedures or equipment that present potential new hazards are introduced into the work environment.
 2. New, previously unidentified hazards are recognized.
 3. Occupational illnesses and injuries occur.
 4. New and/or permanent or intermittent members are hired or reassigned to processes, operations or tasks for which a hazard evaluation has not been previously conducted.
 5. Workplace conditions warrant an inspection.

1027.6 HAZARDS

All members shall report and/or take reasonable steps to correct unsafe or unhealthy work conditions, practices or procedures in a timely manner. Members should make their reports to a supervisor (as a general rule, their own supervisors).

Supervisors shall make reasonable efforts to correct unsafe or unhealthy work conditions in a timely manner, based on the severity of the hazard. These hazards shall be corrected when observed or discovered, when it is reasonable to do so. When a hazard exists that cannot be immediately abated without endangering members or property, supervisors shall protect or remove all exposed members from the area or item, except those necessary to correct the existing

Illness and Injury Prevention

condition. When this cannot happen Supervisors shall bring the matter to the next highest ranking member.

Members who are necessary to correct the hazardous condition shall be provided with the necessary protection.

All significant actions taken and dates they are completed shall be documented in a supplemental report. This report shall be forwarded to the Patrol Division Commander via the chain of command.

The Patrol Division Commander will take appropriate action to ensure the illness and injury prevention plan addresses potential hazards upon such notification.

1027.7 INSPECTIONS

Safety inspections are crucial to a safe work environment. These inspections identify and evaluate workplace hazards and permit mitigation of those hazards. A hazard assessment checklist should be used for documentation and to ensure a thorough assessment of the work environment.

The Patrol Division Commander shall ensure that the appropriate documentation is completed for each inspection.

1027.7.1 EQUIPMENT

Members are charged with daily vehicle inspections of their assigned vehicles and of their PPE prior to working in the field. Members shall complete the appropriate form if an unsafe condition cannot be immediately corrected. Members shall advise their supervisor verbally.

1027.8 INVESTIGATIONS

Any member sustaining any work-related illness or injury, as well as any member who is involved in any accident or hazardous substance exposure while on-duty, shall report such event as soon as practicable to a supervisor. Members observing or learning of a potentially hazardous condition are to promptly report the condition to their immediate supervisors.

A supervisor receiving such a report shall personally investigate the incident or ensure that an investigation is conducted. Investigative procedures for workplace accidents and hazardous substance exposures should include:

- (a) A visit to the accident scene as soon as possible.
- (b) An interview of the injured member and witnesses.
- (c) An examination of the workplace for factors associated with the accident/exposure.
- (d) Determination of the cause of the accident/exposure.
- (e) Corrective action to prevent the accident/exposure from reoccurring.
- (f) Documentation of the findings and corrective actions taken.

Additionally, the supervisor should proceed with the steps to report an on-duty injury, as required under the Work-Related Illness and Injury Reporting Policy, in conjunction with this investigation to avoid duplication and ensure timely reporting.

Illness and Injury Prevention

1027.9 TRAINING

The Patrol Division Commander should work with the Detective Lieutenant to provide all members, including supervisors, with training on general and job-specific workplace safety and health practices. Training shall be provided:

- (a) To supervisors to familiarize them with the safety and health hazards to which members under their immediate direction and control may be exposed.
- (b) To all members with respect to hazards specific to each member's job assignment.
- (c) To all members given new job assignments for which training has not previously been provided.
- (d) Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard.
- (e) Whenever the Department is made aware of a new or previously unrecognized hazard.

1027.9.1 TRAINING TOPICS

The Patrol or Detective Lieutenant shall ensure that training includes:

- (a) Reporting unsafe conditions, work practices and injuries, and informing a supervisor when additional instruction is needed.
- (b) Use of appropriate clothing, including gloves and footwear.
- (c) Use of respiratory equipment.
- (d) Availability of toilet, hand-washing and drinking-water facilities.
- (e) Provisions for medical services and first aid.
- (f) Handling of bloodborne pathogens and other biological hazards.
- (g) Prevention of heat and cold stress.
- (h) Identification and handling of hazardous materials, including chemical hazards to which members could be exposed, and review of resources for identifying and mitigating hazards (e.g., hazard labels, Safety Data Sheets (SDS)).
- (i) Mitigation of physical hazards, such as heat and cold stress, noise, and ionizing and non-ionizing radiation.
- (j) Identification and mitigation of ergonomic hazards, including working on ladders or in a stooped posture for prolonged periods.
- (k) Back exercises/stretchers and proper lifting techniques.
- (l) Avoidance of slips and falls.
- (m) Good housekeeping and fire prevention.
- (n) Other job-specific safety concerns.

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Illness and Injury Prevention

1027.10 RECORDS

Records and training documentation relating to illness and injury prevention will be maintained in accordance with the established records retention schedule.

Wellness Program

1029.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance on establishing and maintaining a proactive wellness program for department members.

The wellness program is intended to be a holistic approach to a member's well-being and encompasses aspects such as physical fitness, mental health, and overall wellness.

Additional information on member wellness is provided in the:

- Chaplains Policy.
- Line-of-Duty Deaths Policy.
- Drug- and Alcohol-Free Workplace Policy.

1029.1.1 DEFINITIONS

Definitions related to this policy include:

Critical incident – An event or situation that may cause a strong emotional, cognitive, or physical reaction that has the potential to interfere with daily life.

Critical Incident Stress Debriefing (CISD) – A standardized approach using a discussion format to provide education, support, and emotional release opportunities for members involved in work-related critical incidents.

Peer support – Mental and emotional wellness support provided by peers trained to help members cope with critical incidents and certain personal or professional problems.

1029.2 POLICY

It is the policy of the Rye Police Department to prioritize member wellness to foster fitness for duty and support a healthy quality of life for department members. The Department will maintain a wellness program that supports its members with proactive wellness resources, critical incident response, and follow-up support.

1029.3 WELLNESS COORDINATOR

- (a) The Commissioner of Public Safety should appoint a trained wellness coordinator. The Commissioner of Public Safety is committed to designating an individual to focus on:
 1. Department Peer Support
 2. Critical Incident Stress Debriefings
 3. Peer Support Communications
 4. Physical Wellness Program
 5. Wellness Program Audit
 6. Training

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Wellness Program

- (b) Assisting members who have become disabled with application for federal government benefits such as those offered through the Public Safety Officers' Benefits Program (34 USC § 10281 et seq.).
 - 1. The coordinator should work with appropriate department liaisons to assist qualified members and survivors with benefits, wellness support, and counseling services, as applicable, when there has been a member death (see the Line-of-Duty Deaths Policy for additional guidance).



CITY COUNCIL AGENDA

DEPT.: Fire Department

CONTACT: Michale Kopy, Public Safety Commissioner

AGENDA ITEM: Presentation and Authorization for the City Manager to execute an agreement with Firematic Supply Company for the purchase of a new Pierce pumper for the Rye Fire Department.

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council hear the presentation and authorize the City Manager to execute the agreement.

RESOLVED the City Manager is authorized to execute all necessary documents for the purchase of a new pumper truck from Firematic Supply Company.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: The City of Rye Fire Department is seeking to order a replacement pumper for its fire apparatus fleet. See the attached presentation, proposal document, and contract.

City of Rye Fire Department



Replacement of **Engine 192**



Current Engine 192

- 2006 Seagrave Marauder II
- Current miles: 85,400
- Current engine hours: 9,410
- Pump capacity: 1,500 gallons per minute
- Tank size: 500 gallons



Engine 192

- Stationed at Milton Firehouse
- First due to all alarms south of Playland Parkway





Rye Fire Department Alarm Totals

Year - Runs

2021 – 1282

2022 – 1232

2023 – 1220

2024 – 1363

2025 – 1400



NFPA Recommendations

15 years of front-line service and then turned over to reserve status.

25 years of total service and then retired from fleet.



ISO Rating 4



Class One is the highest and Ten is the lowest

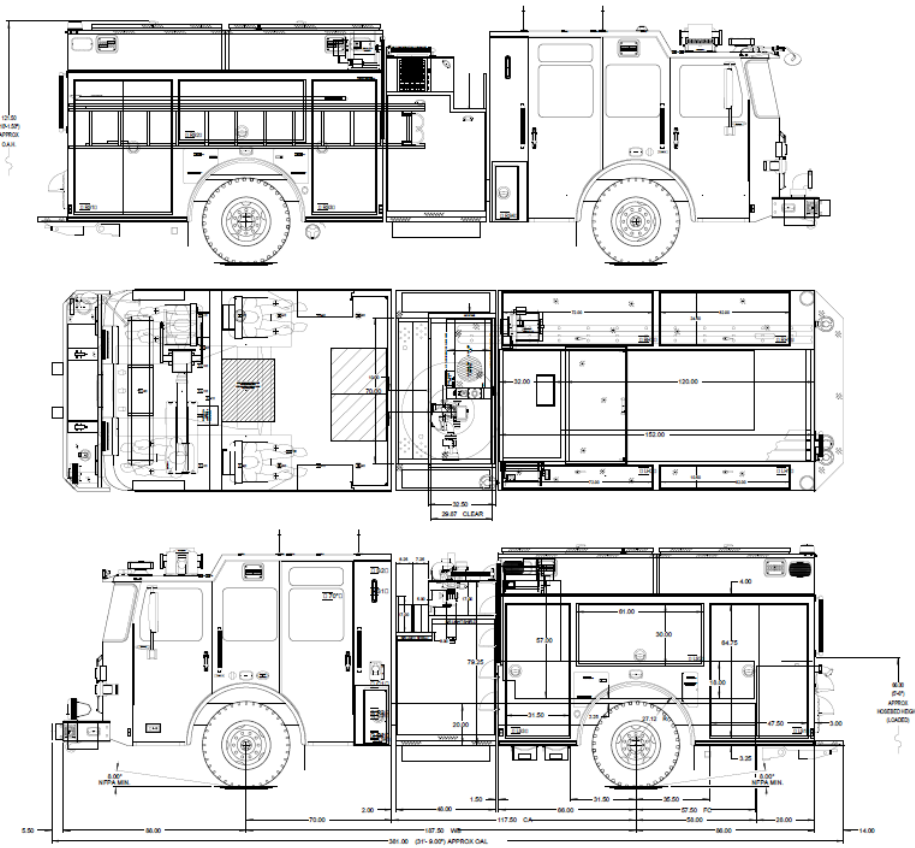
50% of rating based on fire suppression capabilities

Apparatus evaluation focuses on front line equipment, reserve equipment and maintenance records to prove functionality.

Proposed Engine 192

Pierce Manufacturing

- Pump Capacity: 1500 gallons per minute
- Tank Capacity: 500 gallons
- Hose capacity: 2,850 linear feet





Vehicle Warranties

- 5-year bumper to bumper
- 5-year motor, transmission and axles
- 7-year pump
- 10-year structure of cab
- 10-year paint on cab



Safety Features

- Seatbelt Monitoring system.
- Drivers side airbag, officers side airbag, officers side knee bolster airbag and side air curtains.
- Every seat will include two removable zip clean seat covers to help keep cab clean from carcinogens.
- Collision mitigation with HAAS Alert: While apparatus has emergency lights on, on-coming traffic will be alerted through navigation system.
- CARE Initiative: Carcinogen Awareness & Reduction to Exposure.



Terms

BID PRICE:
\$1,468,045.00

LEAD TIME:
1,500 DAYS



Questions?





Option List

1/23/2026

Customer: City of rye NY
Representative Horn, Jeff
Organization: Firematic Supply Co, Inc
Requirements Manager:
Description: Rye pumper
Body: Pumper, Medium, Aluminum, 2nd Gen
Chassis: Enforcer Chassis

Bid Number: 1738
Job Number:
Number of Units: 1
Bid Date: 11/10/2025
Stock Number:
Price Level: 54 (Current: 54)
Lane: Lane 1

Line	Option	Type	Option Description	Qty
1	0766611		Boiler Plates, Pumper Fire Department/Customer - City of Rye Operating/In conjunction W-Service Center - In Conjunction Miles - 50 Miles Number of Fire Dept/Municipalities - 2 Bidder/Sales Organization - Firematic Supply Co Delivery - Delivery representative Dealership/Sales Organization, Service - Firematic Supply Co	1
2	0661794		Single Source Compliance	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0816491		Comply NFPA 1900 Changes Effective Jan 1, 2024, With Exceptions	1
7	0533347		Pumper/Pumper with Aerial Device Fire Apparatus	1
8	0588611		Vehicle Certification, Pumper	1
9	0661778		Agency, Apparatus Certification, Pumper/Tanker, U.L.	1
10	0816495		Certification, Vehicle Inspection Program, NFPA 1900	1
11	0620362		Consortium, HGAC	1
12	0537375		Unit of Measure, US Gallons	1
13	0529326		Bid Bond, 10%, Pierce Built Chassis	1
14	0816569		Performance Bond, Not Requested, PPI Terms	1
15	0000007		Approval Drawing	1
16	0765582		Drawing, Bumper Extension, Top View, Reference Only	1
17	0082910		Drawing, Compartment Layout, Standard Pumper Body	1
18	0672031		Drawing, Cab, Top View, Seating and EMS Cabinets, Reference Only	1
19	0002928		Electrical Diagrams	1
20	0649754		Enforcer Chassis	1
21	0000110		Wheelbase Wheelbase - 187.5	1
22	0000070		GVW Rating GVW rating - 43500	1
23	0649713		Frame Rails, 10.25" x 3.50" x .375", Saber FR/Enf	1
24	0020018		Frame Liner Not Req'd	1
25	0630705		Axle, Front, Oshkosh TAK-4, Non Drive, 19,500 lb, Enforcer	1
26	0030264		Suspension, Front TAK-4, 19,500 lb, Qtm/AXT/Imp/Vel/Enf/SFR	1
27	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/Enf	1
28	0000322		Oil Seals, Front Axle	1
29	0078244		Tires, Front, Michelin, XZY3 (wb), 425/65R22.50, 20 ply	1
30	0019611		Wheels, Front, Alcoa, 22.50" x 12.25", Aluminum, Hub Pilot	1
31	0530457		Axle, Rear, Meritor RS23-186, 24,000 lb Saber/Enforcer	1
32	0544250		Top Speed of Vehicle, 65 MPH /104 KPH	1
33	0565379		Suspen, Rear, Single Slipper Spring, 24,000 lb, Saber/Enforcer	1
34	0000485		Oil Seals, Rear Axle	1
35	0070728		Tires, Rear, Michelin, XDN2, 12R22.50, 16 ply, Single	1
36	0019625		Wheels, Rear, Alcoa, 22.50" x 8.25", Aluminum, Hub Pilot, Single	1
37	0568081		Tire Balancing, Counteract Beads	1
38	0620570		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Single Axle Qty, Tire Pressure Ind - 6	1
39	0801909		Lug Nut, Covers, Chrome	1
40	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
41	0001960		Axle Hub Covers, Rear, S/S, High Hat (Pair)	1

Line	Option	Type	Option Description	Qty
42	0002045		Mud Flap, Front and Rear, Pierce Logo	1
43	0760616		Chains, Onspot Automatic Tire, Custom, Locking Switch	1
44	0617577		Chocks, Wheel, Worden HWG- SB, Super Gripper Qty, Pair - 1	1
45	0646364		Mounting Brackets, Chocks, Worden Safety, Model U815T Location, Wheel chock - left rear tire forward Qty, Pair - 1	1
46	0820509		ESC/ABS/ATC Wabco Brake System, Single Rear Axle, NFPA 1900/ULC	1
47	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
48	0000730		Brakes, Meritor, Cam, Rear, 16.50 x 7.00"	1
49	0020784		Air Compressor, Brake, Cummins/Wabco 18.7 CFM	1
50	0644232		Brake Reservoirs, 4,272 Cubic Inch Minimum Capacity, Saber FR/Enforcer Paint Color, Air Tanks - Black #98	1
51	0630489		Air Dryer, Bendix, AD-9, With Wet Tank, Heated, Saber FR/Enforcer	1
52	0000790		Brake Lines, Nylon	1
53	0813346		Inlet/Outlet, Air, w/Disconnect Fitting, 1/4 Turn Valve, Location Location, Air Coupling(s) - DS Step Well Qty, Air Coupling (s) - 1	1
54	0000810		All Wheel Lock-up	1
55	0061683		Compressor, Air, Kussmaul 091-9HP 120V Brake Sys Location - behind driver seat	1
56	0011835		Guard, U-Bolt over "Prk Brk" Knob Qty, - 01 Location, driver's/passenger's/center - passenger's	1
57	0630456		Valve, 2nd Prk Brk Control, Officer side, Saber FR/Enforcer	1
58	0648679	SP	Drain, Remote Air Tank, w/Pull Cable, Labeled, Location Location - all in a central location labeled drain daily	1
59	0810947		Engine, Cummins X10, 450 hp, HT1650 lb-ft, W/OBD, EPA 2027, Saber FR/Enforcer	1
60	0811409		Not Required, Engine Contingency Adjustment	1
61	0001244		High Idle w/Electronic Engine, Custom	1
62	0687994		Engine Brake, Jacobs Compression Brake, Cummins Engine Switch, Engine Brake - e) Cummins Hi Med Lo	1
63	0644227		Clutch, Fan, Air Actuated, Saber FR/Enforcer	1
64	0644573		Air Intake, Water & Ember Screen, Saber FR/Enforcer	1
65	0814375		Exhaust System, Horizontal, Right Side Exhaust, Diffuser - Aluminized Steel (Standard) Exhaust, Material/Finish - Aluminized Steel (Standard) Location, Diffuser Termination - 2.00" Past Rub Rail (Standard) Tip, Exhaust - Straight Tip (Standard)	1
66	0788765		Radiator, Saber FR/Enforcer	1
67	0001090		Cooling Hoses, Rubber	1
68	0001125		Fuel Tank, 65 Gallon, Left Side Fill	1
69	0001129		Lines, Fuel	1
70	0692516		DEF Tank, 4.5 Gallon, DS Fill, Rear of Axle, Common Door, Spring Flip Door Door, Material & Finish, DEF Tank - Polished Stainless	1
71	0723716		Fuel Priming Pump, Electronic, Automatic, Cummins, No Swt Req'd	1
72	0552712		Not Required, Shutoff Valve, Fuel Line	1
73	0699437		Cooler, Chassis Fuel, Not Req'd.	1
74	0690880		No Selection Required From This Category	1
75	0887546		Trans, Allison 6th Gen, 4000 EVS P, w/Prognostics, Imp/Vel/SFR/Enf	1
76	0510877		Transmission, Shifter, 6-Spd, Push Button w/4+2 mode Trans, ratio - 4000 EVS, 6Spd	1
77	0684459		Transmission Oil Cooler, Modine, External	1
78	0535530		Mode, Downshift, Aggressive downshift to 2nd, w/engine brake, 6 speed	1
79	0001375		Driveline, Spicer 1810	1
80	0669988		Steering, Sheppard M110 w/Tilt, TAK-4, Eaton Pump, w/Cooler	1
81	0802950		Steering Wheel, 4 Spoke w/Wiper Control, Saber FR/Enforcer	1
82	0690274		Logo/Emblem, on Dash Text, Row (1) One - City Text, Row (2) Two - Of Text, Row (3) Three - Rye	1

Line	Option	Type	Option Description	Qty
83	0816784		Lube System, Vogel Auto Lube System, Single Rear Axle Location, Vogel Lube Pump/Reservoir - Pumphouse	1
84	0606441		Bumper, 19" Extended, Steel Painted, Saber FR/Enforcer	1
85	0640197		Tray, Hose, Center, 19" Bumper, Outside Air Horns Grating, Bumper extension - Grating, Rubber Capacity, Bumper Tray - 19) 100' of 1.75"	1
86	0624826		Hose Restraint, Bumper Tray, 2.00" Straps, Fasteners, Pair Type of Fastener - Velcro Qty, Pair - 01	1
87	0620614		Tray, (1) Hose Right Side of Bumper, 13" Deep Grating, Bumper extension - Grating, Rubber Capacity, Bumper Tray - 28) 25' of 5.00"	1
88	0633453		Hose Restraint, Bumper Tray, Velcro Straps, Pair Qty, Pair - 01	1
89	0778092		Lift & Tow Package, Enforcer	1
90	0628336		Tow Eyes, Painted, Below Deck, Color Feature Paint, Color - black	1
91	0650784		Blocks, Rubber Dock Style, Front of Bumper, Location, Qty. Pairs, Vertical Mount Location - 3 & 5 Qty, Pair - 01	1
92	0698960		Coating, Top Flange, Front Bumper, Outside Exterior, UL-LX Coating, Black	1
93	0824157		Lights, Fog, Rigid SR-Series, White LED 6" pair, Below Bumper	1
94	0648332		Cab, Enforcer, 7010	1
95	0647919		Engine Tunnel, ISL, Spray Insulation, Saber FR/Enforcer	1
96	0887601		Cab Insulation, Enforcer/Saber FR	1
97	0633594		Rear Wall, Interior, Adjustable Seating	1
98	0632103		Rear Wall, Exterior, Cab, Saber FR/Enforcer Material, Exterior Rear Wall - Aluminum Treadplate	1
99	0644201		Cab Lift, Elec/Hyd, Saber FR/Enforcer	1
100	0751128		Grille, Painted, Painted Mesh Screen, Front of Cab, Enforcer Paint Color, Grille Surround - Black #101 Paint Color, Grille Mesh - Black #101	1
101	0002224		Scuffplates, S/S At Cab Door Jambs, 4-Door Cab Material Trim/Scuffplate - c) S/S, Polished	1
102	0647932		Not Required, Trim, S/S Band, Across Cab Face, AXT/Saber/Enforcer	1
103	0015440		No Chrome Molding, On side of cab	1
104	0521669		Mirrors, Retractable, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex	1
105	0072189		Mirror, 8.00" Convex, Cab Front, Front Cross View	1
106	0648172		Door, Full Height, Saber FR/Enforcer 4-Door Cab, Raised Roof Key Model, Cab Doors - 751 Cab, Exterior Door Handle, Finish - 4-Door, Chrome/Black	1
107	0894361		Door Panel, UL-LX, Enforcer 4-Door Cab Color, UL-LX, Per Item - c) light gray	1
108	0630636		Controls, Electric Roll-Up Windows, 4dr, 4 Driver Controls, Saber FR/Enforcer	1
109	0638310		Steps, 4-Door Cab, Saber FR/Enforcer Step Well Material - Aluminum Treadplate	1
110	0770194		Handrail, Exterior, Knurled, Alum, 4-Door Cab	1
111	0892638		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 6lts Color, Trim - Chrome Housing	1
112	0040475		Crowns, Front Fender, Rubber	1
113	0042105		No Windows, Side of Crew Cab	1
114	0012090		Not Required, Windows, Front/Side of raised roof	1
115	0779033		Not Required, Windows Rear of Crew Cab, Saber FR/Enforcer	1
116	0651515		Window Protector Bars, Knurled, Crew Doors, 2" Above Window Sill Plate	1
117	0621136		Compt, 16.50 W x 25.50 H x 15 D, Ea Side C/C, Dbl Pan, 70" SFR/Enf Light, Aux Cab Compartments - Pierce, Both Sides Finish, Cab Compt/Component - Cab Interior Door, Cab Exterior Cabinet - Double Pan, (2), Non-Locking Door, Exterior Stop - 2-Web Strap	1
118	0809595		Arm Rest, Side of Engine Tunnel, Each Location - side of engine tunnel for driver and officer Qty, - 02	2

Line	Option	Type	Option Description	Qty
119	0729300		Cab Air Filtration, Active Air, CAPS Commuter, 12v DC, LS LED Indicator Light - Yes Qty, Active Air, PHI Cell - No Additional	1
120	0894089		Dash, Heavy Duty Metal, Enforcer Material Finish, Metal Dash - Match Interior Paint	1
121	0797221		Cab Interior, Turnout Tuff Headliner, Saber FR/Enforcer Color, Cab Interior Vinyl/Fabric - c) Black Engine Tunnel Cover - Black Turnout Tuff Cab Interior Rear Wall Material - Painted Aluminum	1
122	0753903		Cab Interior, Paint Color, Saber FR/Enforcer Color, Cab Interior Paint - i) fire smoke gray	1
123	0728672		Floor, Lonseal, Lonplate II, Cab & Crew Cab, Custom Chassis, CARE Color, Interior Flooring - Lonplate II (P443)	1
124	0722696		HVAC, Standard-Duty, Enforcer, CARE HVAC System, Filter Access - Removable Panel Auxiliary Cab Heater - Both HVAC System, Control Loc. - Panel Position #12 Plenum Cover Material - Formed Plastic	1
125	0639675		Sun Visor, Smoked Lexan, AXT, Imp/Vel, SFR/Enf Sun Visor Retention - No Retention	1
126	0634328		Grab Handles, Driver and Officer Door Posts, SFR/Enf	1
127	0583938		Lights, Engine Compt, Custom, Auto Sw, WIn 3SCOCDQR, 3" LED, Trim Qty, - 01	1
128	0631830		Fluid Check Access, Saber FR/Enforcer, Arrow XT Latch, Door, Storage - Lift and Turn Latch, Flush	1
129	0583042		Side Roll and Frontal Impact Protection	1
130	0622619		Seating Capacity, 4 Belted Seats	1
131	0736211		Seat, Driver, Bostrom, Sierra 550, Air Ride, High Back, Safety, PRIMARY, SFR/Enf Bostrom, Zip Clean Cover - Sierra/Non-SCBA Complete Seat	1
132	0745165		Seat, Officer, Bostrom 550, Fixed, SCBA, Safety, PRIMARY, SFR/Enf Bostrom, Zip Clean Cover - Fixed SCBA Tanker Complete Seat	1
133	0620420		Radio Compartment, Below Non-Air Ride Seat, Saber FR/Enforcer Latch, Door, Storage - Lift and Turn Latch	1
134	0749634		Seat, Rr Fcng C/C, LS Otbrd, Bostrom 550, SCBA, Safety, PRIMARY, SFR/Enf Bostrom, Zip Clean Cover - Fixed SCBA Tanker Complete Seat	1
135	0102783		Not Required, Seat, Rr Facing C/C, Center	1
136	0749639		Seat, Rr Fcng C/C, RS Otbrd, Bostrom 550, SCBA, Safety, PRIMARY, SFR/Enf Bostrom, Zip Clean Cover - Fixed SCBA Tanker Complete Seat	1
137	0108189		Not Required, Seat, Forward Facing C/C, LS Outboard	1
138	0819969		Cabinet, Fwd Fcng, Ctr, 32 W x 60 H x 20 D, Roll, SFR/Enf Material Finish, Shelf - Painted - Cab Interior Shelf/Tray, Cabinet - (2) Shelves, Adjustable, 0.75" Up-Turned Lip Door, Cab Interior Cabinet - Rollup, Amdor, Int Painted, Non-Locking Light, Tall Cabinet - Pierce, Interior, Left Side and Pierce, Interior, Right Side Louvers, Cabinet - 0-No Louvers	1
139	0108190		Not Required, Seat, Forward Facing C/C, RS Outboard	1
140	0634706		Upholstery, Seats In Cab, All Dura-Wear Plus, Bostrom, CARE Color, Cab Interior Vinyl/Fabric - c) Black	1
141	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats Qty, - 03	3
142	0603866		Seat Belt, Dual Retractor, ReadyReach, Saber FR/Enforcer Seat Belt Color - Red	1
143	0817557		Helmet Storage, Provided by Fire Department, NFPA/ULC 2024	1
144	0647647		Lights, Dome, FRP Dual LED 4 Lts Color, Dome Lt - Red & White Color, Dome Lt Bzl - Black Control, Dome Lt White - Door Switches and Lens Switch Control, Dome Lt Color - Lens Switch	1
145	0896451		Enhanced Software for Cab and Crew Cab Dome Lts	1
146	0816997		Portable Hand Light, Provided by Fire Dept, NFPA/ULC 2024	1
147	0622803		Cab Instruments, Black Gauges, Black Bezels, Enforcer MUX Emergency Switching - Individual Switches	1

Line	Option	Type	Option Description	Qty
148	0509511		Air Restriction Indicator, Imp/Vel, AXT, Enf MUX	1
149	0543751		Light, Do Not Move Apparatus	1
			Alarm, Do Not Move Truck - Pulsing Alarm	
150	0509042		Messages, Open Dr/DNMT, Color Dsply,	1
151	0622798		Switching, Cab Instrument Lower Console & Overhead, Rocker MUX, Enforcer	1
152	0802946		Wiper Control, 2-Speed w/Intermittent, Steering Wheel, Left Pod, SFR/Enf	1
153	0834416		USB, Cab, 4, 12V DC, Dual USB Termination, NFPA1900/ULC	1
			USB, Type - USB Combo A & C	
154	0820904		Wiring, Spare, 15 A 12V DC 1st NFPA1900/ULC	1
			Qty, -	
			12vdc power from -	
			Wire termination -	
			Location, Spare Wiring -	
155	0804003		Radio, APTIV, AM/FM/WB/Frt USB, BT	1
			Speakers, AM/FM Radio - Two (2) pairs of speakers, Cab/Crew	
			Antenna, AM/FM Radio - Roof-Mounted rubber antenna-Rear	
			Location, AM/FM Radio - a) within reach of the driver	
156	0679284		Switch, 12V (Inst Pnl), AM/FM Radio, Off Switch, Auto On	1
			Location - officer side	
157	0814201		Vehicle Information Center, 7" Color Display, Touchscreen, MUX, CL714	1
			System Of Measurement - US Customary	
158	0816633		Collision Mitigation, HAAS Alert (R2V), HA7	1
			Subscription, HAAS R2V - R2V - 5 Year Data Plan Subscription	
159	0606249		Vehicle Data Recorder w/CZ and Overhead Display Seat Belt Monitor	1
160	0687904		Antenna Mount, Custom Chassis, Cable Routed to Behind Officer Seat	4
			Location - upper cab roof	
			Qty, - 04	
161	0817058		Camera, Pierce, LS Mux, R Camera, SD, CL714	1
			Camera System Audio - Speaker Behind Driver Camera System	
162	0814831		Not Required, Camera Switcher	1
163	0890416		Pierce Command Zone, Advanced Electronics & Control System, Enforcer, WiFi CZT	1
			Color, Antenna - Black Antenna	
			Module Housings - See Through Housings with LED Cuircuit Indicators	
164	0896456		Prognostics, Electrical System	1
165	0624253		Electrical System, Enforcer MUX	1
166	0098841		Batteries, (6) Deka Grp 31, 1000 CCA each, Threaded Stud	1
167	0008621		Battery System, Single Start, All Custom Chassis	1
168	0002698		Battery Compartment, Saber/Enforcer	1
169	0812586		Charger, Sngl Sys, Kussmaul, Chief 091-266-12-60, 60 Amp	1
170	0814869		Location, Cab, Charger, Behind Driver Seat	1
171	0811943		Panel, Remote Control, Kussmaul, Chief 091-266-RCP	1
172	0814939		Location, Cab, Ind/Remote, Driver's Seat Riser	1
173	0811952		Not Required, Indicator/Remote Status	1
174	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super	1
			Qty, - 01	
			Color, Kussmaul Cover - b) red	
			Shoreline Connection - Battery Charger	
175	0026800		Shoreline Location	1
			Location, Shoreline(s) - DS Crew Cab	
176	0036802		Sub Feed Breaker Box Cutler Hammer, For Shoreline	1
			Location, CB Panel - tbd	
177	0647728		Alternator, 430 amp, Delco Remy 55SI	1
178	0092582		Load Manager/Sequencer, MUX	1
			Enable/Disable Hi-Idle - e)High Idle enable	
179	0783153		Headlights, Rect LED, JW Spkr Evo 2, AXT/Enf/Imp/Sab/Vel	1
			Color, Headlight Bez - Black Bezel	
180	0625953		Light, Directional, Wln 600 Cmb, Cab Crn, Wrp Bzl Out HD Lts, Enf/Sab	1
			Color, Lens, LED's - m)match LED's	
181	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
182	0738226		Light, Directional/Marker, Britax, L428.102.L12V, Amb/Amb, 2lts	1
			Location - between cab and crew doors	
183	0648056		Lights, Clearance/Marker/ID, Front, Truck-Lite 10006Y LED Beehive 5 Lts	1

Line	Option	Type	Option Description	Qty
184	0625210		Lights, Directional, Cab Front Side, Truck-Lite 19036Y LED, AXT/Enf	1
185	0511569		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts	1
			Light Guard - Without Guard	
186	0804514		Lights, Tail, Wln M62BTT* Red Stop/Tail & M62T* Amber Dir Arw For Hsg	1
			Color, Lens, LED's - Clear	
			Flash Pattern, Directional Lts - Steady On (Arrow)	
187	0806466		Lights, Backup, Wln M62BU, LED, For Tail Lt Housing	1
188	0889577		Bracket, License Plate & Light, P25 LED, Stainless Brkt	1
			Color, Trim - Chrome Housing	
189	0556842		Bezels, Wln, (2) M6 Chrome Pierce, For mtg (4) Wln M6 lights	1
190	0589905		Alarm, Back-up Warning, PRECO 1040	1
191	0896155		Lights, TecNiq Eon E03-*001-1 LED, Steady Burn, Behind Cab Grille 1st	6
			Location - behind cab grille pointing inboard	
			Qty, - 06	
			Color, Light,One - Red	
			Control, Light - d) separate switch	
192	0817254		Lights, Perimeter Cab, Amdor AY-LB-12HW0** LED 4Dr	1
193	0769572		Lights, Perimeter Pump House, Amdor AY-LB-12HW020 LED 2lts	1
194	0770056		Lights, Perimeter Body, Amdor AY-LB-12HW020 LED 2lts, Rear Step	1
			Control, Perimeter Lts - Parking Brake Applied	
195	0769567		Lights, Perimeter, Amdor AY-LB-12HW012 12", Brkt	4
			Qty, Lights - 04	
			Location, Additional Perimeter Lights - Under Compt D1, 1lt, Under Compt D3, 1lt, Under Compt P1, 1lt and Under Compt P3, 1lt	
196	0896454		Enhanced Software for Perimeter Lts	1
197	0556360		Lights, Step, P25 LED 4lts, Pump Pnl Sw	1
198	0776357		Light, Visor, Wln, 12V P*H2* Pioneer, Cnt Feature, 1st	2
			Qty, - 02	
			Location, driver's/passenger's/center - 1DS & 1PS	
			Color, Wln Lt Housing - Black Paint	
			Control, Scene Lts - Cab Sw Panel DS and Cab Sw Panel PS	
			Scene Light Optics - Flood/Spot	
199	0736729		Lights, HiViz FT-GESM LED 2nd	1
			Location - PS cab between cab and crew doors	
			Qty, - 01	
			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS and Cab Sw Panel PS	
			Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	
200	0736731		Lights, HiViz FT-GESM LED 1st	1
			Location - DS between cab and crew door	
			Qty, - 01	
			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS and Cab Sw Panel PS	
			Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	
201	0733343		Lights, HiViz FT-GESM* LED 1st	2
			Location - DS body front and rear	
			Qty, - 02	
			Control, Scene Lts - LS Scene Lts	
			Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	
202	0733336		Lights, HiViz FT-GESM* LED 2nd	2
			Location - PS body	
			Qty, - 02	
			Control, Scene Lts - RS Scene Lts	
			Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	
203	0733239		Lights, HiViz FT-GESM* LED 3rd	2
			Location - rear body	
			Qty, - 02	
			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS and Cab Sw Panel PS	
			Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	
204	0645877		Lights, Hose Bed, Sides, Dual LED Light Strips	1
			Control, Hose Bed Lts - Cup Switch At Rear	
205	0645677		Lights, Not Required, Rear Work, Alt. 12 Volt Lights At Rear Body	1
206	0709438		Lights, Walk Surf, FRP Flood, LED	1

Line	Option	Type	Option Description	Qty
207	0060115		Pumper, Medium, Aluminum, 2nd Gen	1
208	0554271		Body Skirt Height, 20"	1
209	0013303		Tank, Water, 500 Gallon, Poly, Med, New York Style	1
210	0003405		Overflow, 4.00" Water Tank, Poly	1
211	0028107		Not Required, Foam Cell Modification	1
212	0553725		Restraint, Water Tank, Heavy Duty, Special Type Tank, 4x4, or Export	1
213	0003429		Not Required, Direct Tank Fill	1
214	0003424		Not Required, Dump Valve	1
215	0048710		Not Required, Jet Assist	1
216	0030007		Not Required, Dump Valve Chute	1
217	0514778		Not Required, Switch, Tank Dump Master	1
218	0618241		Hose Bed, Aluminum, Pumper, New York Style	1
			Material Trim/Scuffplate - b) S/S, Brushed	
219	0723549		Painted Hose Bed	1
			Paint Color, Hose Bed Interior - Match Lower Body	
220	0003481		Hose Bed Capacity, Special	1
			Capacity, Hose Bed - 300' 2.5"	
			1050' 5"	
			500' 2"	
			400' 3"	
221	0003488		Divider, Hose Bed, Unpainted	3
			Qty, Hose Bed Dividers - 3	
222	0806307		Deflector, Hose Bed, 30", Alum Treadplate	1
223	0807433		Hose Restraint, Hose Bed, Web, Rear, Separate From Top, Seat Belt	1
			Color, Strap - No Strap Selected	
			Release, Seat Belt Buckle - No Release	
			Fastener, Rear Restraint, Bottom - Velcro Straps/Footman Loops	
224	0013512		Running Boards, 12.75" Deep	1
225	0655093		Tailboard, 14" Deep, Full Width, Extended Substructure, Angled Corners	1
226	0815881		Wall, Rear, Smooth Aluminum/Body Material, Flush Rear Wall	1
227	0889214		Tow Eyes, w/Tow Bar, 2G Pumper	1
228	0014110		Tray, Hose, Running Board, 100' of 1.50" Hose	2
			Location, Hose Tray, Running Board - a) both sides	
			Qty, Tray, Hose - 2	
229	0895820		Construction, Compt, Alum, 2G Pumper	1
230	0063610		LS 152" Lap, Full Height Compts, FDLER	1
231	0812778		RS 152" Lap, Full Height/Depth Compts, Built Into Body	1
232	0063911		Doors, Lap w/ "D" Handles - Side Compartments	1
233	0013668		Rear, Double Door, 30.75" F-F, 25.88" D	1
234	0073910		Doors, Lap w/"D" Handles-Rear Compt	1
235	0554995		No Body Modification Required	1
236	0003919		Reverse Hinge Compartment Door	1
			Qty, Door Accessory - 01	
			Location, Compartment, Predefined - LS3	
237	0616670		Lights, Compt, Pierce LED, Dual Light Strips, Each Side of Door, Pumper/Tanker	7
			Qty, - 07	
			Location, Compartment Lights - All Body Compts	
238	0739915		Hatch, (2) Liftup, Pumper	1
			Location, Hatch Compt - Left Side	
			Qty, Hatch Compt - 1	
			Trim, Body/Hatch Compt Seam, Horizontal - Molding	
			Hatch Compt, Width - 14"	
			Latch, Hatch Compt - Lever Latch	
			Matting, Floor, Hatch Compt - Rubber Matting	
239	0732757		Hatch, (2) Liftup, Pumper, 2nd	1
			Location, Hatch Compt - Right Side	
			Trim, Body/Hatch Compt Seam, Horizontal - Molding	
			Hatch Compt, Width - 28"	
			Latch, Hatch Compt - Lever Latch	
			Matting, Floor, Hatch Compt - Rubber Matting	
240	0730092		Not Required	1
241	0733219		Lights, Hatch Compt, 42", LED, Light Strips, 2-Sides 4 Dr	1

Line	Option	Type	Option Description	Qty
242	0687146		Shelf Tracks, Painted	7
			Qty, Shelf Track - 07	
			Location, Shelf Track - LS1, LS2, LS3, RS1, RS2, RS3 and B1	
243	0600350		Shelves, Adj, 500 lb Capacity, Full Width/Depth, Predefined Locations	7
			Qty, Shelf - 07	
			Material Finish, Shelf - Painted - Spatter Gray	
			Location, Shelves/Trays, Predefined - * Locations To Be Determined At A Later Date	
244	0647091		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides	3
			Qty, - 03	
			Location, Tray Slide-Out, Floor Mounted - B1	
			Material Finish, Tray - Painted - Spatter Gray	
245	0696957		Hitch, Receiver, Sides, Under Body, 2nd Gen	1
246	0004016		Rub Rail, Aluminum Extruded, Side of Body	1
247	0784809		Fender Crowns, Rear, Rubber, w/Removable Liner	1
			Material Finish, Fender Liner - Painted Aluminum Black 101	
248	0519849		Not Required, Hose, Hard Suction	1
249	0626229		Handrails, Side Pump Panels, Per Print	1
250	0004126		Handrails, Beavertail, Standard	1
251	0610196		Handrail, Rear, Above Hose Bed, New York Style/Low Hose Bed	1
			Handrail Finish - Black Rubber Covered	
			Reinforcement, Hose Bed Divider - Tied to Upper Handrail/Crossbar	
252	0657522		Compt, Air Bottle, Triple, Fender Panel	3
			Qty, Air Bottle Comp - 3	
			Door Finish, Fender Compt - Polished	
			Location, Fender Compt - Triple - LS Fwd, Triple - RS Fwd and Triple - RS Rear	
			Latch, Air Bottle Compt - Southco C2 Chrome Raised	
			Insert, Air Bottle Compt - Rubber Matting	
253	0004225		Ladder, 24' Duo-Safety 900A 2-Section	1
254	0004230		Ladder, 14' Duo-Safety 775A Roof	1
255	0812656		Ladder Storage, Built Into Body, RS, Enclosed, RPH	1
			Door, Material & Finish, Ladder Storage - smooth aluminum	
			Latch, Door Ladder Storage - D-Handle latch	
			Hinge Location - Inboard	
256	0733387		Ladder, 10' Duo-Safety Folding 585A	1
257	0816617		Trough, Folding Ladder, Built Into Body Ladder Storage	1
			Location, Left Side, Right Side - Right Side	
258	0567897		Pike Pole, 8' Fire Hooks Unlimited, New York Roof Hook, Steel, Pry End, RH-8	1
			Qty, - 01	
			Location - with ladders	
259	0816616		Tube, Pike Pole 8' or Longer, Built Into Body Ladder Storage	1
			Qty, Pike Poles - 1	
			Location, Left Side, Right Side - Right Side	
			Width, Notch, Pike Pole Tube - 1.38", NY Notch	
260	0552649		Pike Pole, 6' Fire Hooks Unlimited, New York Roof Hook, Steel, Pry End, RH-6	1
			Qty, - 01	
			Location - with ladders	
261	0816611		Tube, Pike Pole 6', Built Into Body Ladder Storage	1
			Qty, Pike Poles - 1	
			Location, Left Side, Right Side - Right Side	
			Width, Notch, Pike Pole Tube - 1.38", NY Notch	
262	0785102		Steps, Folding, Front of Body, Cargo Bed Access, w/LED, Trident	1
			Coating, Step - black	
			Location, Steps - Full Height Left Side w/LED Light	
263	0592994		Steps, Folding, Rear of Body, w/LED, Trident	1
			Coating, Step - black	
264	0007575		Pump House, Side Control, 48", Control Zone	1
265	0037731		Pump House Structure, Raised, Included with Ladder Storage	1
266	0004425		Pump, Waterous, CSU, 1500 GPM, Single Stage	1
267	0004482		Seal, Mechanical, Waterous	1
268	0816447		Trans, Pump, Waterous C22 Series	1
269	0635600		Pumping Mode, Stationary Only	1

Line	Option	Type	Option Description	Qty
270	0605126		Pump Shift, Air Mnl Override, Split Shaft, Interlocked, Waterous	1
271	0003148		Transmission Lock-up, EVS	1
272	0004547		Auxiliary Cooling System	1
273	0014486		Not Required, Transfer Valve, Single Stage Pump	1
274	0746501		Valve, Relief Intake, Elkhart	1
			Qty - 1	
			Pressure Setting - 125 psig	
275	0826104		Intake Relief Valve Control - Behind Right Side Pump Panel	
			Controller, Pressure, FRC, Pump Boss Max, PBA500	1
			Pressure Governor Throttle Control - Clockwise	
			Pressure Governor Default Mode - RPM Setting	
			Pressure Governor Std/Metric - Standard psi readouts	
			Pressure Governor Transducer - Single 600 PSI	
			Pressure Governor Alarm - NOT BE an additional alarm provided	
276	0072153		Primer, Trident, Air Prime, Air Operated	1
277	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
278	0602512		Plumbing, Stainless Steel and Hose, Single Stage Pump, Control Zone	1
279	0089437		Plumbing Without Foam System	1
280	0004645		Inlets, 6.00" - 1250 GPM or Larger Pump	1
281	0014650		Pump Suction Tube(s), Short, All	1
282	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
283	0084610		Valves, Akron 8000 series- All	1
284	0016158		Valve, Inlet(s) Recessed, Side Cntrl, "Control Zone"	1
			Qty, Inlets - 1	
285	0004700		Control, Inlet, at Valve	1
286	0004660		Inlet (1), Left Side, 2.50"	1
287	0004680		Inlet, Right Side, 2.50"	1
288	0897254		Inlet, 4" to 6" Front, 5" Plumbing, 4.00" Valve, w/Bleeder, Top of Bumper	1
			Inlet, Size - Six	
			Drain, Suction - T Swing Handle	
			Inlet, Front, Plumbing - Stainless Steel	
289	0767502		Control, Front Inlet, Akron 9333 Elec Controller	1
290	0755136		Valve, Relief Intake, Front Inlet, Elkhart	1
			Pressure Setting - 125 psig	
291	0732444		Swivel, Front Inlet, 4.00" to 6.00", w/Drain	1
			Inlet, Size - 6.00" inlet	
			Inlet Bleeder - Quarter-Turn Style Bleeder	
			Finish, Front Inlet Elbow/Adapter - Chrome	
292	0004788		Cap, Front Inlet, Long Handle, VLH	1
293	0092569		No Rear Inlet (Large Dia) Requested	1
294	0064116		No Rear Inlet Actuation Required	1
295	0092696		Not Required, Cap, Rear Inlet	1
296	0009648		No Rear Intake Relief Valve Required on Rear Inlet	1
297	0092568		No Rear Auxiliary Inlet Requested	1
298	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
299	0029043		Tank to Pump, (1) 3.00" Valve, 3.00" Plumbing	1
300	0004905		Outlet, Tank Fill, 1.50"	1
301	0820189		Control, Outlets, Manual, Pierce HW if applicable	1
302	0004940		Outlet, Left Side, 2.50"	2
			Qty, Discharges - 02	
303	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
304	0092570		Not Required, Outlets, Left Side Additional	1
305	0035094		Not Required, Elbow, Left Side Outlets, Additional	1
306	0004945		Outlet, Right Side, 2.50"	1
			Qty, Discharges - 01	
307	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
308	0092571		Not Required, Outlets, Right Side Additional	1
309	0089584		Not Required, Elbow, Right Side Outlets, Additional	1
310	0816625		Outlet, Large Diameter, Right Side, Akron Valve	1
			Outlet, Large Diameter, Plumbing - 4.00"	
			Outlet, Large Diameter, NST Adapter - 4.00" MNST	
			Outlet, Large Diameter, Valve Actuation - Pierce large handwheel	

Line	Option	Type	Option Description	Qty
311	0005097		Elbow, Large Dia Outlet, 30 Deg, 4.00" FNST x 5.00" Storz	1
			Qty, - 01	
312	0649939		Outlet, Front, 1.50" w/2" Plumbing	1
			Fitting, Outlet - 1.50" NST with 90 degree swivel	
			Drain, Front Outlet - Automatic	
			Location, Front, Single - top of left bumper	
313	0004995		Outlet, Rear, 2.50"	1
			Qty, Discharges - 01	
			Location, Outlet - b) left side	
314	0045091		Elbow, Rear Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
315	0092574		Not Required, Outlet, Rear, Additional	1
316	0085695		Not Required, Elbow, Rear Outlets, Large, Additional	1
317	0092573		Not Required, Outlet, Hose Bed/Running Board Tray	1
318	0752097		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Chain	1
319	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
320	0820314		Outlet, 3.00" Deluge w/TFT RC3 Elect Extend-a-Gun 18" Riser	1
321	0739657		Monitor, TFT Hurricane XFIH-E, Electric, Panel and Wireless Control	1
			Monitor Finish - Painted to Match Upper Body	
322	0054847		Nozzle, TFT Master Stream M-ER, 1250 GPM, Electric	1
323	0075261		Deluge Mount, TFT Hurricane For RC3 Extend-A-Gun Only	1
324	0723726		Speedlay Module Not Required	1
325	0722432		Hose Restraint Not Required, No Speedlay Module	1
326	0723395		Speedlays, Not Required	1
327	0723394		Speedlays, Not Required	1
328	0029167		Crosslays Sngl Sheet Unpainted, (2+) 1.50", Std. Cap	2
			Qty, Crosslays - 2	
329	0029196		Not Required, 2.50" Crosslay	1
330	0591145		Hose Restraint, Crosslay/Deadlay, Top/Ends, Elastic Netting	2
			Qty, - 02	
331	0029260		Not Required, Speedlays	1
332	0750536		Hose Restr, Spdly, Not Required, No Spdly	1
333	0019853		Crosslays, 8.00" Lower Than Standard - Control Zone w/9.00" Raised PH	1
334	0044333		Not Required, Foam System	1
335	0012126		Not Required, CAF Compressor	1
336	0552517		Not Required, Refill, Foam Tank	1
337	0042573		Not Required, Foam System Demonstration	1
338	0045465		Not Required, Foam Tanks	1
339	0091110		Not Required, Foam Tank Drain	1
340	0091079		Not Required, Foam Tank #2	1
341	0091112		Not Required, Foam Tank #2 Drain	1
342	0746447		Approval Dwg, All Pump Panel(s), Includes Color And Label Tags	1
			Num Of Truck(s) or Sim Unit, ALL Pump Pnl, Dwg - 01	
343	0032479		Pump Panel Configuration, Control Zone	1
344	0629252		Material, Pump Panels, Side Control Black Vinyl	1
			Material Finish, Pump Panel, Side Control - Black Vinyl	
			Material, Pump Panel, Side Control - Aluminum	
345	0721765		Panel, Pump Access - Right Side Only, Side Control	1
			Latch, Pump Panel Access, Side Mount - Swell Latch, Black	
346	0583824		Light, Pump Compt, WIn 3SC0CDCR LED White	1
			Qty, - 01	
347	0586382		Gauges, Engine, Included With Pressure Controller	1
348	0005601		Throttle, Engine, Incl'd w/Press Controller	1
349	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle,Green	1
350	0549333		Indicators, Engine, Included with Pressure Controller	1
351	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
352	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
353	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
354	0757359		Gauge, Water Level, Class 1, Pierce Std, Remote Module Driver	1
			Activation, Water Level G - b) battery switched	
355	0750438		Water Level Gauge, WIn PSTANK2, LED 1-Light, 4-Level	2
			Qty, - 02	
			Activation, Water Level G - pb) parking brake is applied	

Line	Option	Type	Option Description	Qty
355			Location, Water Level Gauge, Multi-Select - Each Side Custom Cab Color, Trim - Black Trim	
356	0006774		Not Required, Foam Level Gauge	1
357	0660319		Light Shield, S/S LED, Full Panel Coverage, Two Piece	1
358	0606694		Air Horns, (2) Hadley, 6" Round, eTone, In Bumper	1
359	0606832		Location, Air Horns, Bumper, Left Side, Outside Frame, Same Side (Pos #6 & #7)	1
360	0757092		Control, Air Horn, Multi Select	1
361	0757076		Control, Air Horn, Lanyard, RS	1
362	0757077		Lanyard - Ball Chain, Black Plastic Tubing Control, Air Horn, Lanyard, LS	1
363	0825456		Lanyard - Ball Chain, Black Plastic Tubing Siren, Federal PA300-100, 100-Watt, w/Microphone	1
364	0692039		Location, Electronic Siren, Center Console	1
365	0076156		Control, Elec Siren, Head Only	1
366	0601329		Speaker, (2) Federal, ES100C w/ESFMT-EF Recess Mnt & S/S Grille Connection, Speaker - siren head	1
367	0601559		Location, Speaker, Frt Bumper, Recessed, Each Side, Inside Frame (Pos 3 & 5)	1
368	0895310		Siren, Federal Q2B Finish, Q2B Siren - Chrome	1
369	0006095		Siren, Mechanical, Mounted Above Deckplate Location, Siren, Mech - a) Left	1
370	0748305		Control, Mech Siren, Multi Select	1
371	0748282		Control Mech Siren, Ft Sw LS	1
372	0740391		Sw, Siren Brake, Momentary Chrome Push Button, RS	1
373	0811625		Control System, Supplier Based, Electrical WIn CenCom Core C399 HW CCCo	1
374	0824788		Not Required	1
375	0813290		Module, Sync, WIn CV2V, CCCo	1
376	0746353		Not Required, Warning Lights Intensity	1
377	0727017		Lightbar, WIn, Frdm D WCX, 72", RRRWRRR____RRRWRRR, CCCo Filter, Whl Freedom Ltbrs - No Filters	1
378	0016380		No Additional Lights Req'd, Side Zone Upper	1
379	0726207		Lights, Front Zone, WIn M6*CS, Clear Lens, 4Lts Q Bezel, CCCo Color, Lt DS Frnt Outside - DS Front Outside Red Color, Lt PS Frnt Outside - PS Front Outside Red Color, Lt DS Front Inside - r) DS Front Inside Red Color, Lt PS Front Inside - r) PS Front Inside Red Color, Q Bezel and Trim - Black	1
380	0653937		Flasher, Headlight Alternating Headlt flash deactivation - a)w/high beam	1
381	0893330	SP	Lights, Side Zone Lower, WIn M6V2*, M6**, M6V2*, 6Lts, CCCo Location, Lights Front Side - b)each side bumper Control, Scene Lts - Directional Light - Respective Location, Lights Mid Side - Over Front Wheels Location, Lights Rear Side - Centered Above Rear Wheels Color, Lens, LEDs - Clear Color, Trim - Chrome Trim Color, Lt Side Front, DS - Left Red Color, Lt Side Front, PS - Right Red Color, Lt Side Mid DS - Left Red Color, Lt Side Mid PS - Right Red Color, Lt Side Rear PS - Right Red Color, Lt Side Rear DS - Left Red	1
382	0895913		Lights, Door Interior Flash, 4 Dr Cab, WIn 50*03Z*R, TIR6 Color, Lens, LEDs - Match Color, Trim - Chrome Trim Control, Door Int Flash - Ignition Switch Location, Light, Door Int Flash - Low and Outside Color, Lt Cab Left - Red Flashing Color, Lt Cab Right - Red Flashing Color, Lt Crew Cab Left - Red Flashing Color, Lt Crew Cab Right - Red Flashing	1
383	0815847		Connectors, Door Interior Flash, All Cabs, Weatherproof	1

Line	Option	Type	Option Description	Qty
384	0813095		Lights, Side, WIn M9**S, CCCo, 1st Location - sides of body outboard of scene lights Qty, - 04 Color, Lights, Warning - Red Control, Light - b) side warning Color, Lens, LED's - Clear Color, Trim - Chrome Trim	4
385	0727126		Lights, Rear Zn Lwr, WIn M6**S, For Tail Lt Housing CCCo Color, Lens, LED's - Clear Color, Lt DS Rear - Left Red Color, Lt PS Rear - Right Red	1
386	0807754		Lights, Rear Zone Up, WIn L31H*F Beacons Hi Int, 2lts, CCCo Color, Dome, Rear Warning - Clear Domes Color, Beacon, DS LED's - Left Red Color, Beacon, PS LED's - Right Red	1
387	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
388	0006615		Mtg, Rear Warn Lts, Compt Top	1
389	0791528		Light, Traffic Directing, WIn TAL65, 36.00" Long, TACTL5 Activation, Traffic Dir L - Not Connected	1
390	0529908		Location, TDL, Over Hose Bed, Cross Tube (Included), Treadplate Box	1
391	0530282		Location, Traf Dir Lt Controller, Overhead Switch Panel DS Right End	1
392	0006646		Electrical System, 120/240VAC, General Design	1
393	0516618		Generator, Harrison 10kW MCR Hydraulic, Hot Shift PTO Generator Interlocks - Parking Brake	1
394	0006645		Location, Hydraulic Generator Above Pump Location, Generator(s) - Over Pump, Right Side	1
395	0096845		Starting Sw, Truck Engine Powered Gen, Cab and @ PP	1
396	0016757		Not Required, Remote Start, Generator	1
397	0016740		Not Required, Fuel System	1
398	0016767		Not Required, Oil Drain Extension, Generator	1
399	0036738		Circuit Breaker Panel, Included With PTO Generator Location, Circuit Breaker Panel - LS3, Left Wall High	1
400	0016771		Not Required, Routing Exhaust, Generator	1
401	0804553		Light Twr, W-B Pow Pr NS3.0-450 WHL, 3-PFP2 120VAC Lts Cld 10' Color, Tower, Wlb - White Paint	1
402	0664474		Location, Light Tower, Cab Roof	1
403	0617750		Controller, Lt Twr, W-B, Wired Hndhld, E-STOP Chf, Chf Pr, Pow Pr	1
404	0664791		Location, Light Tower Controller, Driver's Side Front Body Compartment	1
405	0688345		Reel, Elect Cable, Hannay, ELFCR1622-14-16, (3) Wire, Low Profile Location, Cord Reel - above D3 Qty, Cord Reels - 1 Reel Guide - b) Captive roller Finish, Reel - Painted Gray	1
406	0006825		Reel, Elect Cable, Hannay, 1600, (3) Wire Qty, Cord Reels - 1 Reel Guide - b) Captive roller Finish, Reel - Painted Gray Location, Electric Cord Reel - PS Hatch Cmpt Above P3	1
407	0684859		Cord, Electric, 10/3 Yellow, 3 Wire, 2nd Lengths of Elect Cord - 1 Feet of Yellow Cord - b)100 Connection, Cord - Hubbell 20A 120V Twst Lock	1
408	0006828		Cord, Electric, 10/3 Yellow, 3 Wire Lengths of Elect Cord - 1 Feet of Yellow Cord - b)100 Connection, Cord - Hubbell 20A 120V Twst Lock	1
409	0519934		Not Required, Brand, Hydraulic Tool System	1
410	0649753		Not Required, PTO Driven Hydraulic Tool System	1
411	0007150		Bag of Nuts and Bolts Qty, Bag Nuts and Bolts - 1	1
412	0816508		NFPA Required Loose Equipment, Pumper, NFPA/ULC 2024, Provided by Fire Dept	1
413	0067022		Hose, 6.00" Soft Suction - 15 Ft. Long	1

Line	Option	Type	Option Description	Qty
414	0027023		No Strainer Required	1
415	0816939		Extinguisher, Dry Chemical, NFPA 2024, Provided by Fire Department	1
416	0816937		Extinguisher, 2.5 Gal. Pressurized Water, NFPA/ULC 2024, Provided by Fire Dept	1
417	0816998		Axe, Flathead, Provided by Fire Department	1
418	0817000		Axe, Pickhead, Provided by Fire Department	1
419	0741569		Paint Process / Environmental Requirements, Appleton	1
420	0709566		Paint, Two-Tone Color, Enforcer	1
			Paint Color, Upper Area, Predefined - #101 Black	
			Shield, Cab - Standard Shield	
			Paint Color, Lower Area, Predefined - #90 Red	
			Paint Break, Cab - Standard Two-Tone Cab Break	
421	0709845		Paint, Single Color, Body	1
			Paint, Body - Match Lower Cab	
422	0636525		Coating, Chassis Frame Assy, Hot Dip Galvanized	1
			Paint Color, Frame Assembly, Predefined - Gloss Black	
423	0693797		No Paint Required, Aluminum Front Wheels	1
424	0693792		No Paint Required, Aluminum Rear Wheels	1
425	0733739		Paint, Axle Hubs	1
			Paint, Axle Hub - Black #101	
426	0788021		Coating, Hot Dip Galvanized, Water Tank Cradle, Pumper, Tankers	1
427	0778956		Coating, Hot Dip Galvanized, Pump House Substructure, Running Board Substructure	1
428	0650207		Coating, Hot Dip Galvanized, Any Rear Tow Eyes/Hooks/Bars and Hitch Receiver	1
429	0617551		Coating, Hot Dip Galvanized, Substructure, Bumper Extension	1
430	0662269		Coating, Hot Dip Galvanized, Body Substructure, IPOS, Pumper, Tankers	1
431	0007230		Compartment, Painted, Spatter Gray	1
432	0544129		Reflective Band, 1"-6"-1"	1
			Color, Reflect Band - A - a) white	
			Color, Reflect Band - B - l) white	
			Color, Reflect Band - C - w) white	
433	0007356		Reflective across Cab Face	1
434	0536954		Stripe, Chevron, Rear, Diamond Grade, Pumper	1
			Color, Rear Chevron DG - fluorescent yellow green	
435	0065687		Stripe, Reflective, Cab Doors Interior	1
			Color, Reflective - a) white	
436	0027372		Lettering Specifications, (GOLD STAR Process)	1
437	0686428		Lettering, Gold Leaf, 3.00", (41-60)	1
			Outline, Lettering - Outline and Shade	
438	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom	1
			Qty, - 01	
439	0772037		Manual, Chassis Service, USB Flash Drive, Custom	1
			Qty, - 01	
440	0773381		Manual, Chassis Operation, (1) USB Flash Drive, Custom, English	1
441	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
442	0696698		Warranty, Engine, Cummins, 5 Year, WA0181	1
443	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
444	0596017		Warranty, Frame, 50 Year, Custom Chassis, WA0013	1
445	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
446	0733306		Warranty, Single Axle, 5 Year, Meritor, General Service, WA0384	1
447	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
448	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
449	0744240		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
450	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1
451	0695416		Warranty, Pierce Camera System, WA0188	1
452	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
453	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
454	0685945		Warranty, Transmission Cooler, WA0216	1
455	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
456	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
457	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
458	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
459	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1

Line	Option	Type	Option Description	Qty
460	0641372		Warranty, Foam System, Not Available	1
461	0725636		Warranty, Harrison Generator, 2 Year	1
462	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
463	0595421		Warranty, Goldstar, 3 Year, Apparatus, WA0018	1
464	0596304		Warranty, Extended, 5 Year, Pierce Body, Class H, WA0099	1
465	0596340		Warranty, Extended, 5 Year, Custom Chassis, Class M, WA0063	1
466	0819254		Certification, Vehicle Stability, CD0196	1
467	0808582		Certification, Engine Installation, Saber FR/Enf, Cummins X10, 2027	1
468	0686786		Certification, Power Steering, CD0098	1
469	0892691		Certification, Cab Integrity, Saber FR/Enforcer, CD0189	1
470	0631973		Certification, Cab Door Durability, Saber FR/Enforcer, CD0137	1
471	0631978		Certification, Windshield Wiper Durability, Saber FR/Enforcer, CD0132	1
472	0631974		Certification, Electric Window Durability, Saber FR/Enforcer, CD0133	1
473	0631977		Certification, Seat Belt Anchors and Mounting, Saber FR/Enforcer, CD0134	1
474	0735949		Certification, Cab HVAC System Performance, SFR/Enf, CD0165/CD0167/CD0174/CD0175	1
475	0545073		Amp Draw Report, NFPA Current Edition	1
476	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
477	0799248		Appleton/Florida BTO	1
478	0000018		PUMPER, 2ND GEN	1
479	0000012		PIERCE CHASSIS	1
480	0004713		ENGINE, OTHER	1
481	0046396		EVS 4000 Series TRANSMISSION	1
482	0020011		WATEROUS PUMP	1
483	0020009		POLY TANK	1
484	0028047		NO FOAM SYSTEM	1
485	0020006		SIDE CONTROL	1
486	0020007		AKRON VALVES	1
487	0020014		FRONT SUCTION	1
488	0020015		ABS SYSTEM	1
489	0658751		PUMPER BASE	1



CONTRACT

THIS AGREEMENT, made by Firematic Supply Co., Inc., East Yaphank, NY, first party and City of Rye located at, 1051 Boston Post rd, Rye, NY 10580 by its authorized representative, second party.

WITNESSETH:

First. The said first party hereby agrees to furnish the apparatus and equipment according to the specifications referenced in Bid #1738 and to deliver the same as hereinafter provided.

Second. The first party agrees that all material and workmanship in and about said apparatus and equipment shall comply with said specifications. In the event there is any conflict between Customer Specifications and the Firematic Proposal, the Firematic Proposal will prevail. The standard Pierce Manufacturing Warranty will apply. This agreement shall adhere to New York GML section 109-d warranties

Third. This contract for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of contract signing, and with all National Fire Protection Association (NFPA) guidelines for Automotive Fire Apparatus as published at the time of contract signing, except as modified by customer specifications. Any increased cost incurred by first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customer as an addition to the price set forth below, upon written approval of the second party.

Fourth. The said apparatus and equipment shall be ready for delivery from Appleton within about 1500 days after receipt and acceptance of this contract at the first party's office at East Yaphank, New York. Delays due to strikes, failures to obtain chassis, materials or other causes beyond its control not preventing, and shall deliver to said party of the second part at Rye Fire Dept. The City of Rye will have a minimum of 14 days notice given of final delivery of the truck.

Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

Fifth. A competent serviceman shall upon request, be furnished by first party to demonstrate said apparatus for second party and to give its employees the necessary instructions in the operation and handling of said apparatus.

Sixth. The second party hereby purchases and agrees to pay for said apparatus and equipment, the sum of:

One new Pierce Enforcer pumper per attached specs	\$ 1,468,045.00
Includes free pump test and DOT for life of the truck	
Includes 1 factory trip and \$25,000 in tool mounting	
Includes \$50,000 contingency and \$24,000 of radio work	
Purchase utilized HGAC contract	



Payment shall be made directly to first party at its, East Yaphank, New York, office. Under no circumstances shall payment be made to any other party except Firematic Supply Co, Inc.

Any representation that payment is authorized to be made to another party is in violation of this agreement. Net payment is due upon acceptance at the Fire House of the second party.

Payment is due upon delivery and acceptance.

Seventh. In case the second party desires to test the apparatus, such test shall be made within ten (10) days after arrival at destination and a written report of such test forthwith delivered to the first party at its principal office at East Yaphank, New York. If no such test is to be made, or if no such report be made by the second party within ten (10) days after arrival, then said apparatus and equipment shall be considered as fully complying with customers specifications.

Eighth. It is agreed that the apparatus and equipment covered by this contract shall remain the property of the first party, until the entire contract price has been paid.

Ninth. This contract to be binding must be signed and approved by an officer of Firematic Supply Co, Inc., or someone authorized by it to do so. This contract and specifications take precedence over all previous negotiations and no representations are considered as entering into this contract except as are contained herein or in the specifications attached hereto. This contract cannot be altered or modified except by mutual written agreement signed by the parties.

Tenth. If the Producer Price Index of Components for Manufacturing [www.bls.gov Series ID: WPUID6112] ("PPI") has increased at a compounded annual growth rate of 5.0% or more between the month Pierce accepts our order ("Order Month") and a month 14 months prior to the then predicted Ready For Pickup date ("Evaluation Month"), then pricing may be updated in an amount equal to the increase in PPI over 5.0% for each year or fractional year between the Order Month and the Evaluation Month.

The seller will document any such updated price for the customer's approval before proceeding and provide an option to cancel the order without charge if the updated price isn't accepted. Request to cancel will need to be in writing at the time of the evaluation month.

IN WITNESS WHEREOF, the said parties have caused these presents to be executed and the second party has caused its seal to be affixed and attested by its authorized representatives dated on this day of 1/23/2026.

FIREMATIC SUPPLY CO, INC.

City of Rye

By _____

By _____

Date of Acceptance _____



CITY COUNCIL AGENDA

DEPT.: Public Safety

CONTACT: Michael Kopy, Public Safety Commissioner

INFORMATION: Consideration of the proposed additions to the Rules and Regulations of the City of Rye Police Department at the March 25, 2026, meeting.

- Policy 331 – Death Investigation
- Policy 416 – Field Training
- Policy 417 – Air Support
- Policy 418 – Contacts and Temporary Detentions
- Policy 419 – Tour Supervisors

FOR THE MEETING OF:

February 25, 2026

RECOMMENDATION: That the Council consider the listed policies at the March 25, 2026, meeting.

IMPACT: Environmental Fiscal Neighborhood Other:

BACKGROUND: The proposed policies have been reviewed by the Commissioner and the Rye Police Association for review pursuant to the provisions of the collective bargaining agreement.

See the attached memo and policies.

Michael Kopy
Public Safety Commissioner
1051 Boston Post Road
Rye, New York 10580



Tel: (914) 967-1234 ex 2011
E-mail: mkopy@ryeny.gov
<http://www.ryeny.gov>

CITY OF RYE Public Safety

To: Brian Shea, City Manager
From: Michael Kopy, Public Safety Commissioner
Date: 03/25/2026
Re: Police Department – Lexipol Policy

Reference the captioned subject, the attached policy changes are forwarded for review. As you know, the city contracted with Lexipol prior to my arrival to develop policies for the police department based on nationwide standards and best practices, while also incorporating state and federal laws. I have reviewed the policies submitted by Lexipol with a committee at the police department (including the PBA) and made the appropriate changes where necessary.

I believe that the adoption of these policies are in the best interest of public safety in the City of Rye and I recommend that they be forwarded to the City Council for action. Below is a brief overview of the changes from both the current City Police Department policy, as well as what was submitted by Lexipol, for each section.

I will be available to answer questions when these are reviewed.

Policy 331 – Death Investigation

The purpose of this policy is to provide guidelines for situations where officers initially respond to and investigate the circumstances of a deceased person.

Policy 416 – Field Training

This policy provides guidelines for field training that ensure standardized training and evaluation; facilitate the transition from the academic setting to the actual performance of general law enforcement duties; and introduce the policies, procedures and operations of the Rye Police Department.

Policy 417 – Air Support

The use of air support can be invaluable in certain situations. This policy specifies where the use of air support may be requested and the responsibilities for making a request.

Policy 418 – Contacts and Temporary Detentions

The purpose of this policy is to establish guidelines for temporarily detaining but not arresting persons in the field, conducting field interviews and pat-down searches, and the taking and disposition of photographs.

Policy 419 – Tour Supervisors

This policy provides guidelines for the designation of a Tour Supervisor and, as needed, an acting Tour Supervisor for each shift.

Death Investigation

331.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for situations where officers initially respond to and investigate the circumstances of a deceased person.

The term "deceased person", for reporting purposes shall include any human being, including a fetus of more than twenty-four weeks, that lacks any vital signs and is ultimately pronounced dead by a medical doctor, nurse, paramedic, physician assistant, or Medical Examiner Investigator.

Some causes of death may not be readily apparent and some cases differ substantially from what they appear to be initially. The thoroughness of death investigations and use of appropriate resources and evidence gathering techniques is critical.

331.2 POLICY

It is the policy of the Rye Police Department to respond, document and investigate incidents where a person is deceased. Investigations involving the death of a person, including those from natural causes, accidents, workplace incidents, suicide and homicide, shall be initiated, conducted and properly documented.

331.3 INVESTIGATION CONSIDERATIONS

Emergency medical services shall be called in all suspected death cases unless death is obvious (e.g., decapitated, decomposed).

The assigned member shall:

- (a) The scene should be secured from unauthorized personnel.
- (b) The deceased person should be covered with a waterproof covering if publicly exposed.
- (c) Efforts should be made to screen areas from public view.
- (d) If the death is of a suspicious nature, obtain names of witnesses and detain at the scene.
- (e) Record identification of the deceased. If not possible, record an accurate description of the body and clothing.
- (f) Safeguard the body and effects until instructions are received from the Tour Supervisor.

A supervisor shall be notified as soon as possible to assist and provide appropriate personnel and resources. The on-scene supervisor should determine whether follow-up investigation is required and notify the Detective Division Commander as necessary. The Tour Supervisor will make notification to command staff in accordance with the Major Incident Notification Policy.

331.3.1 REPORTING

All incidents involving a death shall be documented on the appropriate form.

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331.3.2 MEDICAL EXAMINER REQUEST

Officers are not authorized to pronounce death unless they are also Medical Examiners, Deputy Medical Examiners, or appointed Medical Examiner investigators. The Medical Examiner shall be called in all sudden or unexpected deaths or deaths due to other than natural causes. State law requires that the Medical Examiner be notified in any of the following cases (County Law § 671; County Law § 673):

- (a) Violent death, whether by criminal violence, suicide, or casualty
- (b) Death caused by unlawful act or criminal neglect
- (c) Death occurring in a suspicious, unusual, or unexplained manner
- (d) Death while unattended by a physician or where no physician is able to certify the cause of death
- (e) Death, whether natural or unnatural, of a person confined to a correctional facility or other public institution other than a hospital, infirmary, or nursing home

331.3.3 SEARCHING DEAD BODIES

- (a) The Medical Examiner, his/her assistant and authorized investigators are generally the only persons permitted to move, handle or search a dead body.
- (b) An officer may make a reasonable search of an individual who it is reasonable to believe is dead, or near death, for the purpose of identification or for information identifying the individual as an anatomical donor. If a donor document is located, the Medical Examiner or his/her assistant shall be promptly notified.
- (c) The Medical Examiner, with the permission of the Department, may take property, objects or articles found on the deceased or in the immediate vicinity of the deceased that may be necessary for conducting an investigation to determine the identity of the deceased or the cause or manner of death. An officer at the scene shall witness the search and, at the request of the Medical Examiner, sign the property forms listing the items found on the body. The Medical Examiner will retain the property and forms. The Medical Examiner does not take or retain evidence.
- (d) Should exigent circumstances indicate to an officer that any other search of a known dead body is warranted prior to the arrival of the Medical Examiner or his/her assistant, the investigating officer should first obtain verbal consent from the Medical Examiner or his/her assistant when practicable.
- (e) Whenever reasonably possible, a witness, preferably a relative to the deceased or a member of the household, should be requested to remain nearby the scene and available to the officer pending the arrival of the Medical Examiner or his/her assistant. The name and address of this person shall be included in the narrative of the death report.

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- (f) Whenever personal effects are removed from the body of the deceased by the Medical Examiner or his/her assistant, a receipt shall be obtained. This receipt shall be attached to the death report.

331.3.4 SUSPECTED HOMICIDE

If the initially assigned officer suspects that the death involves a homicide or other suspicious circumstances, the officer shall take steps to protect the scene. The Detective Division shall be notified to determine the possible need for an investigator to respond to the scene.

If the on-scene supervisor, through consultation with the Tour Supervisor or Detective Division supervisor, is unable to determine the manner of death, the investigation shall proceed as though it is a homicide. When appropriate or necessary the Tour Supervisor shall contact the New York State Police or local Bureau of Criminal Investigation for assistance.

The investigator assigned to investigate a homicide or death that occurred under suspicious circumstances may, with the approval of his/her supervisor, request the Medical Examiner to conduct physical examinations and tests, and to provide a report.

331.3.5 EMPLOYMENT-RELATED DEATHS OR INJURIES

Any member of this department who responds to and determines that a death, serious illness or serious injury has occurred as a result of an accident at or in connection with the victim's employment should ensure that the regional Occupational Safety and Health Administration (OSHA) office is promptly notified of all pertinent information.

331.4 UNIDENTIFIED DEAD BODY

If the identity of a dead body cannot be established, the handling officer will request from the Medical Examiner a unique identifying number for the body. The number shall be included in any report. The investigating officer shall enter a description of the unidentified body into the eJusticeNY Integrated Justice Portal.

331.5 HOSPICE DEATH

The hospice patient's nurse is not required to notify this department when a hospice patient expires. If, however, a hospice nurse calls and states there are suspicious circumstances involved in the death, members will follow other sections in this order. If a hospice nurse requests an officer to respond in a normal hospice death, the officer will respond and take an incident report. The hospice nurse will provide his/her ID card. All of his/her information will be taken in order to fill out the person reporting section. If the officer feels the death is not of a suspicious nature, they will request the Desk Officer call the Medical Examiner's office.

331.6 D.O.A. - NO FAMILY MEMBERS AVAILABLE

When the department is notified of a DOA, and no family members are available to handle funeral arrangements and qualify with the Surrogate's Court, all assets in the decedent's residence (cash, jewelry, keys, etc.) are to be secured by the officer in charge and inventoried. If an original will is recovered among the deceased's effects, the attorney who prepared this document should be

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notified immediately. If the attorney or the named executor refuses or neglects to proceed or cannot be located, the Detectives will take custody of the valuables and notify the office of Public Administrator. The premises are to be secured by the officer in charge. If the matter called in by Detectives is a Public Administrator's case, an Estate Investigator will respond to sign for and take possession of the personal property. A copy of the police report will be provided to the Estate Investigator along with all pertinent information concerning the case. Under no circumstances are assets to be released to non-family members (in-laws/relatives by marriage or second cousins).

331.7 DEATH NOTIFICATION

When reasonably practicable, and if not handled by the Medical Examiner's Office, notification shall be made consistent with the Municipal Police Training Council In-Person Death Notifications Model Policy. If the next-of-kin lives in another jurisdiction, a law enforcement official from that jurisdiction shall be requested to make the personal notification.

If a deceased person has been identified as a missing person, this department shall attempt to locate family members and inform them of the death and location of the deceased missing person's remains. All efforts to locate and notify family members shall be recorded in appropriate reports.

331.7.1 STATE REQUIREMENTS

Death notifications should be made within 24 hours following the identification of the deceased person. Any delay past 24 hours should be documented, and reasonable steps should be taken to make the death notification as soon as practicable thereafter (Executive Law § 840).

The next of kin should be provided with information about programs and support services available to them (Executive Law § 840).

331.7.2 IN-PERSON DEATH NOTIFICATION PROCEDURES

Definitions

- (a) Decedent - The person(s) that has/have died and is the subject of the in-person death notification.
- (b) Family Assistance Center (FAC) - A family assistance center (FAC) is a secure facility established following a mass casualty incident to provide information to next of kin about missing or unaccounted persons and the deceased, and to provide services for victims and their loved ones.
- (c) Next of Kin (NOK) - The closest relative of the decedent (e.g., spouse, parents, siblings, significant others, and children).
- (d) Notification Team - A team of two people, at least one of whom is a uniformed LEO who has experience in delivering in-person death notifications and has received training in the same. The second member may be an additional LEO, victim advocate, chaplain, social worker or other individual deemed an appropriate team member. The team is responsible for ensuring both a timely positive identification has been made of the decedent and notification of the death to the appropriate family member(s) is made in addition to any necessary follow-up support.

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Planning the in-person death notification

- (a) Gather and verify essential information using a secure means of communication (i.e., landlines, cell phones) to guard against the premature release of information to unauthorized persons.
 1. Identification of decedent – Positive identification of the decedent must be made before conducting the in-person death notification to ensure there is no unnecessary trauma towards the affected NOK and others who may be mistakenly contacted. In addition, the NOK will often inquire about law enforcement's certainty of the decedent's identification. The following are Identifiers to ensure the decedent has been positively identified which may include but not be limited to:
 - (a) Fingerprints, DNA, and dental records
 - (b) Identification documents or other items found on the decedent
 - (c) Identification by witnesses
 2. Identify details of decedent – details and circumstances of the death must be known to deliver a proper death notification statement which may include but not be limited to:
 - (a) Location of death
 - (b) When death occurred
 - (c) Other details such as:
 1. Was it a result of criminal act?
 2. Was an arrest made or suspect identified?
 3. Current location of the decedent
 3. Identify decedent's legal NOK
 - (a) Identify the closest NOK with respect to relationship of the decedent and physical location of the NOK to deliver the notification. Identification of NOK should be conducted as quickly as possible beginning with spouse or domestic partner, and if necessary, followed by adult child, parent, adult sibling, and other relatives until an appropriate NOK is identified.
 - (b) Identify, when reasonably possible given time limitations, any special or unique circumstances that may impact the delivery of the notification and affect the NOK who will be receiving the notification. This may include ascertaining whether survivors are older adults, have a disability, visually impaired, hard of hearing, have medical concerns, and/or existence of language barriers.
 - (c) Do not release to the media or other outside resources the name of the decedent until the NOK is notified. If media has already obtained information related to the death, they should be asked to withhold the information until after the notification has been completed.

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(b) Notification Team

1. Team member structure

(a) Two members will comprise the team with at least one member being a law enforcement officer experienced in delivering death notifications, whenever feasible and practicable.

1. One member will be the primary contact to deliver the notification.
2. The second member will provide support and monitor the NOK and surroundings.

(b) Consider the following characteristics of effective team members that will aid in supporting the family during a difficult time.

1. Strong listening skills
2. Empathy
3. Compassion
4. Thoroughness
5. Professional demeanor

(c) Consideration should be given to:

1. Utilizing a uniform versus plain clothes officer.
2. Uniform officer may be utilized to prevent confusion in allowing entry into a home.
3. In some instances, a plain clothes officer may be utilized to remove intimidating feeling or heightened anxieties a uniformed officer may create.
4. Utilizing an investigator who may have the most facts about the case to deliver the notification.
5. Utilizing two vehicles to deliver the notification to ensure one notifier stays with the NOK during instances such as when:
 - (a) A NOK in shock may need to be taken to the hospital; or
 - (b) Transportation is necessary to bring other family, friends, and support to the location.

(d) Depending on the situation, a civilian who can provide necessary support to the NOK, including support after the notification is made, may also be of assistance. This may include civilians such as a:

1. Victim advocate
2. Medical Examiner
3. Coroner
4. Clergy person

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5. Grief counselor, or
6. Close friend of single survivor.

Preparing the notification

- (a) Notification team will:
 1. Assign pre-planned roles that includes one team member conducting the actual notification and the other serving a support role monitoring the situation.
 2. Verify and confirm information gathered about decedent and NOK and tailor the notification, as necessary.
 - (a) Pre-determine the level of detail about the specific cause of death to be provided to the NOK.
 - (b) Careful consideration must be made regarding releasing certain details if the death is part of a criminal investigation.
 - (c) Prepare to explain to the NOK why certain details are being withheld at the time of the notification to reduce additional frustration or grief.
 3. Identify any resources that will assist in tailoring the delivery of the notification giving attention to any known special considerations (See Special Considerations)
 4. Discuss reactions Notification Team members may have about the decedent's death to better prepare for a calm and impartial delivery of the notification without imposing personal thoughts or religious beliefs onto the NOK.
 5. Prepare in advance responses to how the NOK may react (e.g., shock, fear, anger, confusion, extreme distress, adverse physical or medical reaction).
 6. Rehearse delivering the notification to ensure a clear and compassionate delivery.

When NOK is located out of state or otherwise an impractical distance

- (a) Communicate with local law enforcement in the vicinity of the NOK so that they can make the in-person notification.
- (b) Provide necessary information to the local police department including but not limited to:
 1. The full name, date of birth, and other identifiers of the decedent.
 2. The full name and address of the NOK to be notified.
 3. A synopsis of the circumstances surrounding the decedent's death.
 4. The name, address, and telephone number of the location where the decedent is located.
 5. Contact information of the investigating officer and their police department.
- (c) Consideration may be given to providing the local police department with any guidance in delivering the notification consistent with this policy.

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- (d) Verify with the notifying agency that the notification has been made.
- (e) Referring Notification Team members shall be available to answer additional questions the family may have for the local police department making the notification.
- (f) Contact the proper foreign embassy when the decedent and their family is not a resident of the United States.
- (g) Follow the guidelines within this policy to conduct an in-person death notification on behalf of an outside requesting agency. This will require obtaining the necessary information from the requesting agency to ensure a properly planned and delivered notification is made.

Delivering the Death Notification

- (a) The death notification shall always be made in person to the decedent's NOK within twenty-four hours following the identification of the decedent. If the closest NOK is unavailable or there is reason to believe there will be considerable delay in conducting an in-person death notification within such timeframe, the following steps shall be taken:
 - 1. Document the failure or delay.
 - 2. Notify a supervisor.
 - 3. Evaluate time elapsed and the need to notify the next closest NOK.
 - 4. Conduct the notification as soon as practicable.
- (b) Personal items of the decedent shall not be delivered to the NOK at the time of the death notification.

Introduction of Notification Team to NOK

- (a) Verify accuracy of the location upon arrival.
- (b) Identify Notification Team by name, rank, and department affiliation to the NOK and produce credentials. If wearing a hat, take it off.
- (c) Ask to speak to the immediate NOK by name and verify identity. For example, ask "Are you Dave and Mary Smith?" Confirm the relationship to the decedent.
 - 1. If immediate NOK identified during planning stage is not the first contact with the Notification Team, request the individual to provide whereabouts of NOK without providing explanations at that time.
 - 2. If NOK is to be notified at a place of business, see Special Considerations section, Workplace/business notifications Section.
- (d) Ask permission to enter the residence or, in the case of a workplace/business or other location, move to a place of privacy.
- (e) Consult with the immediate NOK to determine if other members of the family who may be present are to be brought together for the notification.

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1. Ask to speak with the NOK away from young children if present, unless the NOK has requested their presence while a notification is being delivered (see Special Considerations Section).

(f) Encourage all parties to sit down. notification Team should sit as well.

Making the Notification

- (a) Use plain language with warmth and compassion avoiding police jargon and gruesome details.
- (b) Be sure to use the decedent's name and avoid such terms as "remains", "corpse" or "the body".
- (c) Begin the notification with a preparatory statement. "I am sorry to have to tell you this," or "I have some very bad news to tell you."
- (d) Immediately follow up with the actual notification spoken plainly with compassion, but without confusing terms or euphemisms such as "passed away" or "no longer with us" to avoid creating confusion or false hope. Examples that are appropriate to use:
 1. "Your son, John, was in a car crash and he has died," or
 2. "Your wife, Mary, has had a heart attack at work and has died."

Post notification

- (a) Be prepared for unexpected responses from NOK survivors such as fainting, hysteria, and possible verbal or physical assault. Additional assistance may be needed from victim assistance providers, emergency medical technicians, or others to help calm these situations.
- (b) Let the NOK show emotion allowing NOK sufficient time to regain composure following delivery of the notification.
- (c) The NOK may have questions; be sure to answer honestly and compassionately.
 1. If you don't know the answer, say so and offer to get back to them with the information.
 2. If you know that there are additional steps for the NOK (e.g., identifying the decedent, law enforcement interview, etc.) then advise them.
- (d) The Notification Team shall avoid:
 1. Enhancing guilt - "If only you had or had not".
 2. Comparing victimization - no one's pain or grief is worse than another's.
 3. Imposing religious beliefs - do not try to persuade them to your convictions.
 4. Talking family members out of their grief, such as:
 - (a) You have to be strong and keep going on.
 - (b) You're not the only one suffering.
 - (c) Your anguish won't bring them back.

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- (d) You have to get on with your life.
- 5. Making false promise - do not make a promise you cannot deliver, especially regarding any criminal justice system outcomes.
- (e) Helpful remarks that do not discount their feelings include:
 - 1. I'm so sorry.
 - 2. It's harder than people think.
 - 3. This must be painful for you.
 - 4. Tell me more about him/her.
 - 5. Go ahead and grieve.
- (f) Inform the NOK survivor of any chance to view the decedent's body and/or necessary visual identification. Arrangements for the viewing or visual identification of the decedent by NOK may be made by the Notification Team, including transportation to and from the hospital or morgue.
- (g) If an autopsy is required, the Notification Team should be able to explain the reason and provide a general non-graphic explanation of the procedure.
- (h) Do not leave the NOK, especially a lone survivor unattended, unless you are reasonably confident they have adequate personal control and/or support to take care of themselves and those whom they may be responsible for.
 - 1. Gauging the need for support/assistance shall include but not be limited to:
 - (a) The emotional reaction and physical condition of the NOK to include:
 - 1. Awareness of the officer'(s) presence.
 - 2. Grasp of the place, time, and reality of the death.
 - 3. Progressive ability to express themselves is demonstrated.
 - (b) The availability of a support system including friends, family, close neighbors, access to clergy, means of transportation, other adults in the home, etc.
 - (c) Care for infants or small children, persons with disabilities, and older persons or the infirmed.
 - 1. Support can be established by:
 - (a) Asking if you can call anyone for them such as relatives, friends, and clergy that can provide support and offer to wait for them to arrive.
 - (b) Being prepared and willing to provide transportation for individuals to bring them to the NOK.
- (i) Ask NOK if you can follow up in twenty-four hours and be sure to follow through.
- (j) Leave name and contact information of Notification Team members for NOK to call should any further questions arise.

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- (k) Provide information regarding the availability of services and programs available through the NYS Office of Victim Services if the incident prompting the death notification was a crime.

Follow Up

- (a) Within twenty-four hours contact the NOK if permission to do so was provided by NOK.
- (b) Answer any additional questions or provide any further clarification, including any information on the release of the decedent to the funeral home or the release of the decedent's personal items (i.e., how to obtain them, timeframe, etc.).
- (c) Team members may consider providing a referral list of professionals and community resources to the NOK where appropriate.

Upon conclusion of the notification, the Notification Team should meet to debrief events of the notification to include reflecting on emotions/feelings and to deconstruct the actual delivery notification.

- (a) The process of delivering such traumatic news can leave the Notification Team members frustrated, disappointed, and emotionally upset.
- (b) These feelings are normal and often best addressed in a formal manner using proper resources, such as:
 - 1. Trained law enforcement peers.
 - 2. Trained law enforcement chaplain(s).
 - 3. Culturally competent mental health counselors/clinicians.
- (c) [Every Crime Victim Matters - A Guide to Crime Victims' Compensation in New York State](#)

Special Considerations

- (a) Children
 - 1. Death notifications shall not be made directly to a child unless the NOK has requested a child should be present while a notification is being delivered.
 - 2. Death notifications to a child should be delivered by a person the child trusts.
 - (a) Members of the Notification Team can aid in delivering the notification to a child, if requested by the NOK.
 - (b) If assistance is requested, use age-appropriate language while sitting at the same level as the child.
- (b) Persons with disabilities or older adults
 - 1. Notification Team members should be familiar with general effective communication techniques when interacting with people with disabilities or older adults. For persons who are deaf or hard of hearing, be prepared to communicate via writing, speech (lip) reading or American Sign Language. It is the choice of the person as to what mode of communication should be utilized, not the officer.

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2. If the person has an intellectual disability, the officer should use plain English/simple language. They may need to rephrase their statement.
 3. Consider having a family member or support staff person who knows the individual well accompany the officer. Receive direction on how to best speak to the person and what the response may entail.
- (c) Language barriers
1. Utilize local language services if there is an existence of a language barrier that will impede the delivery of the notification.
 2. Never use a child to translate the death notification to the NOK.
- (d) Social media can pose a challenge to the death notification process as the NOK could already be aware of their loved one's death. In this instance, it is important to explain to the family that it takes time to ensure accurate information is gathered before an official notification can be made.
- (e) Mass casualty events
1. Coordination in managing the death notifications among responding law enforcement agencies and the local coroner/medical examiner's office is essential and treated as a priority. Where multiple law enforcement agencies are involved, the lead agency in managing the death notification process must be clearly designated to include the responsibility of the establishment, implementation, and any necessary oversight of a Family Assistance Center.
 2. Determination will be made with law enforcement partners if a private area within a family assistance center should be used to make the death notifications, where practicable.
 3. Notifications should be done as quickly as possible following positive victim identification. NOK are frequently aware from social media, television coverage, and communications from survivors and witnesses that their loved ones are potential casualties.
 - (a) When practicable, designate one Notification Team per family, with as many Notification Teams as necessary based on the circumstances.
 - (b) If appropriate, make notifications on a rolling basis to each family as the identity of each victim becomes verified rather than delivering the notifications only after all victims have been identified.
 4. Once the notification is delivered, you may have to explain the investigative and identification process to the NOK, particularly if it may result in a delay in releasing the body of the decedent. Make sure that the NOK knows where to obtain follow-up information on when and how the decedent will be released.
 5. Alert NOK that there may be a press conference or other public release of information by authorities and that the family may want to think through how to respond to or avoid press inquiries whether by phone, electronic communication or at their homes.

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(f) Workplace/business notifications

1. Locate the NOK's manager or supervisor upon arrival at the workplace/business requesting to meet with the employee regarding a family emergency. Do not divulge additional information.
2. Request the manager or supervisor to provide a private room.
3. [Mass Fatality Family Assistance Operations: Recommended Strategies for Local and State Agencies](#)
4. Follow best practices procedures outlined in In-Person Death Notification Procedures Section for delivering an in-person death notification.
5. Offer to notify the manager or supervisor regarding the notification, if preferred by NOK. Allow the NOK to determine what information is to be shared with their manager or supervisor.

(g) Criminal investigations

1. If there is an ongoing criminal investigation it is important to explain to the family members that they may be contacted to assist with the investigation.
2. When the subject or perpetrator is deceased, the same process applies when making the death notification.
3. It is suggested practice to use separate notification teams for the victim and perpetrator for death notifications. For example, a murder suicide situation or DWI crash where the drunk driver and the victim are both deceased.
4. As in any notification, avoid adding personal opinions during the notification especially if the victim and perpetrator are from the same family.

(h) Training

1. Law enforcement personnel who are assigned responsibilities associated with delivering an in-person death notification to NOK will receive training on the procedures to do so prior to conducting a notification. Periodic retraining is recommended at a frequency of every three years.
2. Training on delivering in-person death notifications will include agency procedures on the following areas to include but not be limited to:
 - (a) Planning the in-person death notification
 1. Identification of the decedent
 2. Collection of accurate information regarding the decedent
 3. Identification of the decedent's NOK
 - (b) Assembling death notification team
 1. Preparing for delivery of in-person death notification
 2. Delivering the in-person death notification
 3. Conducting post notification and follow-up

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4. Addressing special circumstances

Field Training

416.1 PURPOSE AND SCOPE

This policy provides guidelines for field training that ensure standardized training and evaluation; facilitate the transition from the academic setting to the actual performance of general law enforcement duties; and introduce the policies, procedures and operations of the Rye Police Department. The policy addresses the administration of field training and the selection, supervision, training and responsibilities of the Field Training Officer (FTO).

416.2 POLICY

It is the policy of the Rye Police Department that all newly hired or appointed officer trainees will participate in field training that is staffed and supervised by trained and qualified FTOs. In addition to FTO training, officer trainees must successfully complete a standard period of probation commencing on the date of appointment.

Lateral transfer trainees shall complete a minimum of a 12 month probationary period. All other trainees shall complete a minimum of an 18 month probationary period.

416.3 FIELD TRAINING

The Department shall establish minimum standards for field training, which should be of sufficient duration to prepare officer trainees for law enforcement duties and be a minimum of 160 hours for recruit officers with no prior experience, in compliance with Municipal Police Training Council requirements. The field training is designed to prepare trainees for a patrol assignment and ensure they acquire the skills needed to operate in a safe, productive and professional manner, in accordance with the general law enforcement duties of this department. A field training guide shall be used to identify the specific performance criteria the trainee shall be trained and evaluated under by the FTOs.

To the extent practicable, field training should include procedures for:

- (a) Issuance of training materials to each trainee at the beginning of his/her field training.
- (b) Daily, weekly and monthly evaluation and documentation of the trainee's performance.
- (c) A multiphase structure that includes:
 1. A formal evaluation progress report completed by the FTOs involved with the trainee and submitted to the Patrol Lieutenant and FTO coordinator.
 2. Assignment of the trainee to a variety of shifts and geographical areas.
 3. Assignment of the trainee to a rotation of FTOs in order to provide for an objective evaluation of the trainee's performance.
- (d) The trainee's confidential evaluation of his/her assigned FTOs and the field training process.
- (e) Retention of all field training documentation in the officer trainee's training file including:

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1. All performance evaluations.
2. A certificate of completion certifying that the trainee has successfully completed the required number of field training hours.

416.4 FTO COORDINATOR

The Commissioner of Public Safety shall delegate certain responsibilities to an FTO coordinator. The coordinator shall be appointed by and directly responsible to the Patrol Division Commander or the authorized designee.

The FTO coordinator may appoint a senior FTO or other designee to assist in the coordination of FTOs and their activities.

The responsibilities of the coordinator include, but are not limited to:

- (a) Assignment of trainees to FTOs.
- (b) Conducting FTO meetings.
- (c) Maintaining and ensuring FTO and trainee performance evaluations are completed.
- (d) Maintaining, updating and issuing department training materials to each FTO and trainee.
- (e) Developing ongoing training for FTOs.
- (f) Mentoring and supervising individual FTO performance.
- (g) Monitoring the overall performance of field training.
- (h) Keeping the Tour Supervisor informed through monthly evaluation reports about the trainees' progress.
- (i) Maintaining a liaison with FTO coordinators from other law enforcement agencies.
- (j) Maintaining a liaison with police academy staff on recruit officer performance during academy attendance.
- (k) Performing other activities as may be directed by the Patrol Division Commander.

The FTO coordinator will be required to successfully complete a training course approved by this department that is applicable to supervision of field training within one year of appointment to this position.

416.5 FTO SELECTION, TRAINING AND RESPONSIBILITIES

416.5.1 SELECTION PROCESS

The selection of an FTO will be at the discretion of the Commissioner of Public Safety or the authorized designee. Selection will be based on the officer's:

- (a) Desire to be an FTO.

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- (b) Experience, which shall include a minimum of four years of patrol experience, two of which shall be with this department.
- (c) Demonstrated ability as a positive role model.
- (d) Possession of, or ability to obtain, department-approved certification.

An FTO must remain in good standing and may be relieved from FTO duties due to discipline, inappropriate conduct or poor performance.

416.5.2 TRAINING

An officer selected as an FTO shall successfully complete the Police Field Training Officer Course required by the MPTC, prior to being assigned as an FTO.

416.5.3 TRAINING MATERIALS

The FTO shall receive training materials outlining the requirements, expectations and objectives of the FTO position. FTOs should refer to their training materials or the FTO coordinator regarding specific questions related to FTO or field training.

416.5.4 RESPONSIBILITIES

The responsibilities of the FTO include but are not limited to:

- (a) Issuing the assigned trainee field training materials in accordance with the Training Policy.
 - 1. The FTO shall ensure that the trainee has the opportunity to become knowledgeable of the subject matter and proficient with the skills as set forth in the training materials.
 - 2. The FTO shall sign off on all completed topics contained in the training materials, noting the methods of learning and evaluating the performance of the assigned trainee.
- (b) Observing the trainee's daily interaction with the public.
- (c) Completing and reviewing daily performance evaluations with the trainee.
- (d) Completing and submitting a written evaluation on the performance of the assigned trainee to the FTO coordinator on a daily basis.
- (e) Completing a detailed weekly performance evaluation of the assigned trainee at the end of each week.
- (f) Completing a monthly evaluation report of the assigned trainee at the end of each month.
- (g) Providing the shift supervisor with a verbal synopsis of the trainee's activities at the end of each day or during any unusual occurrence needing guidance or clarification.

416.5.5 FTO COMPENSATION

FTOs will be compensated with one hour of time owed for each tour that they are assigned a trainee.

Air Support

417.1 PURPOSE AND SCOPE

The use of air support can be invaluable in certain situations. This policy specifies situations where the use of air support may be requested and the responsibilities for making a request.

417.2 POLICY

It is the policy of the Rye Police Department to prioritize requests for air support to enhance law enforcement objectives and provide additional safety to officers and the community.

417.3 REQUEST FOR AIR SUPPORT

If a supervisor or officer in charge of an incident determines that the use of air support would be beneficial, a request to obtain air support may be made.

417.3.1 CIRCUMSTANCES FOR REQUESTS

Law enforcement air support may be requested under conditions that include, but are not limited to:

- (a) When the safety of officers or the community is in jeopardy and the presence of air support may reduce such hazard.
- (b) When the use of air support will aid in the capture of a suspected fleeing suspect.
- (c) When air support is needed to locate a person who is lost and whose continued absence constitutes a serious health or safety hazard.
- (d) Vehicle pursuits.
- (e) Pre-planned events or actions that require air support.
- (f) Due to a request under an existing mutual aid agreement.
- (g) When the Tour Supervisor or equivalent authority determines a reasonable need exists.

417.3.2 ALLIED AGENCY REQUEST

After consideration and approval of the request for air support, the Tour Supervisor or the authorized designee will call the closest agency having available and suitable air support and will apprise that agency of the specific details of the incident prompting the request.

Contacts and Temporary Detentions

418.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for temporarily detaining but not arresting persons in the field, conducting field interviews (FI) and pat-down searches, and the taking and disposition of photographs.

418.1.1 DEFINITIONS

Definitions related to this policy include:

Consensual encounter - When an officer contacts an individual but does not create a detention through words, actions, or other means. In other words, a reasonable individual would believe that his/her contact with the officer is voluntary. For purposes of this policy, consensual encounters include level 1 (request for information) and level 2 (common law right of inquiry) contacts.

Field interview (FI) - The brief detainment of an individual, whether on foot or in a vehicle, based on reasonable suspicion for the purpose of determining the individual's identity and resolving the officer's suspicions.

Field photographs - Posed photographs taken of a person during a contact, temporary detention, or arrest in the field. Undercover surveillance photographs of an individual and recordings captured by the normal operation of a Mobile Audio/Video (MAV) system, body-worn camera, or public safety camera when persons are not posed for the purpose of photographing are not considered field photographs.

Pat-down search - A type of search used by officers in the field to check an individual for dangerous weapons. It involves a thorough patting-down of clothing to locate any weapons or dangerous items that could pose a danger to the officer, the detainee, or others.

Reasonable suspicion - When, under the totality of the circumstances, an officer has articulable facts that criminal activity may be at hand and a particular person is connected with that possible criminal activity.

Temporary detention - When an officer intentionally, through words, actions, or physical force, causes an individual to reasonably believe he/she is required to restrict his/her movement without an actual arrest. Temporary detentions also occur when an officer actually restrains a person's freedom of movement.

418.2 POLICY

The Rye Police Department respects the right of the public to be free from unreasonable searches or seizures. Due to an unlimited variety of situations confronting the officer, the decision to temporarily detain a person and complete a FI, pat-down search or field photograph shall be left to the officer based on the totality of the circumstances, officer safety considerations and constitutional safeguards.

Contacts and Temporary Detentions

418.3 FIELD INTERVIEWS

Based on observance of suspicious circumstances or upon information from investigation, an officer may initiate the stop of a person, and conduct a FI, when there is articulable, reasonable suspicion to do so. A person, however, shall not be detained longer than is reasonably necessary to resolve the officer's suspicion.

Nothing in this policy is intended to discourage consensual contacts. Frequent casual contact with consenting individuals is encouraged by the Rye Police Department to strengthen community involvement, community awareness and problem identification.

418.3.1 INITIATING A FIELD INTERVIEW

When initiating the stop, the officer should be able to point to specific facts which, when considered with the totality of the circumstances, reasonably warrant the stop. Such facts include but are not limited to an individual's:

- (a) Appearance or demeanor suggesting that he/she is part of a criminal enterprise or is engaged in a criminal act.
- (b) Actions suggesting that he/she is engaged in a criminal activity.
- (c) Presence in an area at an inappropriate hour of the day or night.
- (d) Presence in a particular area is suspicious.
- (e) Carrying of suspicious objects or items.
- (f) Excessive clothes for the climate or clothes bulging in a manner that suggest he/she is carrying a dangerous weapon.
- (g) Location in proximate time and place to an alleged crime.
- (h) Physical description or clothing worn that matches a suspect in a recent crime.
- (i) Prior criminal record or involvement in criminal activity as known by the officer.

418.4 PAT-DOWN SEARCHES

Once a valid stop has been made, and consistent with the officer's training and experience, an officer may pat a suspect's outer clothing for weapons if the officer has a reasonable, articulable suspicion the suspect may pose a safety risk (CPL § 140.50). The purpose of this limited search is not to discover evidence of a crime, but to allow the officer to pursue the investigation without fear of violence. Circumstances that may establish justification for performing a pat-down search include but are not limited to:

- (a) The type of crime suspected, particularly in crimes of violence where the use or threat of weapons is involved.
- (b) Where more than one suspect must be handled by a single officer.
- (c) The hour of the day and the location or area where the stop takes place.
- (d) Prior knowledge of the suspect's use of force and/or propensity to carry weapons.
- (e) The actions and demeanor of the suspect.

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- (f) Visual indications which suggest that the suspect is carrying a firearm or other dangerous weapon.

Whenever practicable, a pat-down search should not be conducted by a lone officer. A cover officer should be positioned to ensure safety and should not be involved in the search.

418.4.1 CONSENSUAL PAT-DOWNS

Asking for consent to conduct a pat-down search can elevate an encounter to a level 2 common-law right to inquire encounter. Officers should have a founded suspicion that the person is involved in criminal activity before asking for consent.

418.5 FIELD PHOTOGRAPHS

All available databases should be searched before photographing any field detainee. If a photograph is not located, or if an existing photograph no longer resembles the detainee, the officer shall carefully consider, among other things, the factors listed below.

418.5.1 FIELD PHOTOGRAPHS TAKEN WITH CONSENT

Field photographs may be taken when the subject being photographed knowingly and voluntarily gives consent. When taking a consensual photograph, the officer should have the individual read and sign the appropriate form accompanying the photograph.

418.5.2 FIELD PHOTOGRAPHS TAKEN WITHOUT CONSENT

Field photographs may be taken without consent only if they are taken during a detention that is based upon reasonable suspicion of criminal activity, and the photograph serves a legitimate law enforcement purpose related to the detention. The officer must be able to articulate facts that reasonably indicate that the subject was involved in or was about to become involved in criminal conduct. The subject should not be ordered to remove or lift any clothing for the purpose of taking a photograph.

If, prior to taking a photograph, the officer's reasonable suspicion of criminal activity has been dispelled, the detention must cease and the photograph should not be taken.

All field photographs and related reports shall be submitted to a supervisor and retained in compliance with this policy.

418.5.3 DISPOSITION OF PHOTOGRAPHS

The Detective Commander must be notified when photographs are taken on any department phone or camera. All photographs shall be retained in accordance with the established records retention schedule.

418.5.4 SUPERVISOR RESPONSIBILITIES

While it is recognized that field photographs often become valuable investigative tools, supervisors should monitor such practices in view of the above listed considerations. This is not to imply that supervisor approval is required before each photograph is taken.

Access to, and use of, field photographs shall be strictly limited to law enforcement purposes.

Contacts and Temporary Detentions

418.6 WITNESS IDENTIFICATION AND INTERVIEWS

Because potential witnesses to an incident may become unavailable or the integrity of their statements compromised with the passage of time, officers should, when warranted by the seriousness of the case, take reasonable steps to promptly coordinate with an on-scene supervisor and/or criminal investigator to utilize available members for the following:

- (a) Identifying all persons present at the scene and in the immediate area.
 - 1. When feasible, a recorded statement should be obtained from those who claim not to have witnessed the incident but who were present at the time it occurred.
 - 2. Any potential witness who is unwilling or unable to remain available for a formal interview should not be detained absent reasonable suspicion to detain or probable cause to arrest. Without detaining the individual for the sole purpose of identification, officers should attempt to identify the witness prior to his/her departure.
- (b) Witnesses who are willing to provide a formal interview should be asked to meet at a suitable location where criminal investigators may obtain a recorded statement. Such witnesses, if willing, may be transported by department members.
 - 1. A written, verbal or recorded statement of consent should be obtained prior to transporting a witness. When the witness is a minor, consent should be obtained from the parent or guardian, if available, prior to transport.

Tour Supervisors

419.1 PURPOSE AND SCOPE

This policy provides guidelines for the designation of a Tour Supervisor and, as needed, an acting Tour Supervisor for each shift.

419.2 POLICY

Each shift will be directed by a Tour Supervisor capable of making decisions and managing in a manner consistent with the mission of the Rye Police Department. To accomplish this, a Sergeant shall be designated as the Tour Supervisor for each shift. When no Sergeant is available the senior member assigned to the Patrol Division will be the acting Tour Supervisor.

419.3 DESIGNATION AS ACTING TOUR SUPERVISOR

With prior authorization from the Patrol Division Commander, generally when a Sergeant is unavailable for duty as Tour Supervisor, a qualified lower-ranking member shall be designated as acting Tour Supervisor in accordance with the terms of applicable collective bargaining agreements and the Temporary Supervisors subsection of the Supervision Staffing Levels Policy.

419.4 TOUR SUPERVISOR RESPONSIBILITIES

The Tour Supervisor shall have overall responsibility and accountability for the operation of this department on an assigned shift. Duties may include, but are not limited to:

- (a) Ensuring sufficient members are on-duty to accomplish the mission of the Rye Police Department.
- (b) Providing oversight of major crime scenes, tactical situations or disasters.
- (c) Establishing service-level priorities.
- (d) Providing job-related training and guidance to subordinates.
- (e) Acquiring outside resources or providing assistance to other agencies, when applicable.
- (f) Handling service inquiries or complaints from the public.
- (g) Managing risk exposure.
- (h) Ensuring the security of all department facilities.
- (i) Ensuring the proper equipment and vehicles are available for member use.
- (j) Representing the Department at community functions.
- (k) Serving as a temporary Division Commander when so designated.

Tour Supervisors

419.5 PRESENCE OF EQUAL RANK

Command is exercised by virtue of office or special assignment of officers who are eligible by law to exercise command. Subject to direction from higher command, a commanding officer has direct control over all members and employees within their command.

When two Sergeants are assigned to perform duty on a particular tour as the result of an overlap in the duty schedule, the senior Sergeant will be designated the Tour Supervisor and will be in command of that tour. If more than one Sergeant is assigned to a tour for reasons other than an overlap in the schedule, i.e., "drop down" day, training assignment, or other duties, the Sergeant assigned to the squad normally scheduled to work during that tour will be designated the Tour Supervisor, and will be in command of activities during that tour.

If more than one sergeant is present at the scene of an incident, the sergeant designated as the Tour Supervisor shall be in command unless relieved by a higher-ranking member.