



**CITY COUNCIL AGENDA
1ST FLOOR COUNCIL CONFERENCE ROOM, CITY HALL
CITY OF NEW ROCHELLE
COMMITTEE OF THE WHOLE SESSION
TUESDAY, FEBRUARY 11, 2025
3:45 P.M.**

CALL TO ORDER

PRESENTATION(S):

1. 3:45 P.M. - 4:15 P.M. - 2025 CITY MANAGER WORK PLAN

AGENDA REVIEW

COMMENDATION(S):

PUBLIC HEARING(S) THIS EVENING: None.

DEPARTMENT OF BUILDINGS:

LAW DEPARTMENT:

DEPARTMENT OF FINANCE:

DEPARTMENT OF PUBLIC WORKS:

2. PROPOSED AMENDMENT TO CODE OF THE CITY OF NEW ROCHELLE RE: SECTION 312-25, PEDESTRIAN CONTROL - Ordinance amending Section 312-25, Pedestrian Control, of Chapter 312, Vehicles and Traffic, of the Code of the City of New Rochelle.
3. PROPOSED AMENDMENT TO CODE OF THE CITY OF NEW ROCHELLE RE: SECTION 301-12, TREES AND SHRUBS, RESPONSIBILITY FOR TRIMMING - Ordinance amending Section 301-12, Responsibility for trimming, of Chapter 301, Trees and Shrubs, of the City Code of the City of New Rochelle.

DEPARTMENT OF PARKS AND RECREATION:

POLICE DEPARTMENT:

FIRE DEPARTMENT:

DEPARTMENT OF HUMAN RESOURCES:

CITY MANAGER:

4. PROPOSED 2025 CITY OF NEW ROCHELLE FLAG CALENDAR - Resolution approving the 2025 City of New Rochelle Flag Calendar.

DEPARTMENT OF DEVELOPMENT:

5. PROPOSED AUTHORIZATION TO NEGOTIATE AND EXECUTE LICENSE AGREEMENT - Resolution authorizing the City Manager to enter into an agreement with the New Rochelle Council of the Arts (NRCA) relative to the New Rochelle Transit Center.

CITY COUNCIL

6. PROPOSED CREATION OF YOUTH JUSTICE ADVISORY COMMITTEE - Resolution creating the Youth Justice Advisory Committee. Sponsored by Mayor Yadira Ramos-Herbert

SUPPLEMENTAL ITEM(S):

UNFINISHED BUSINESS:

NEW BUSINESS: February Regular Legislative Meeting, Tuesday, February 18, 2025, at 6:15 P.M.; March Committee of the Whole Session, Tuesday, March 11, 2025, at 3:45 P.M.; March Regular Legislative Meeting, Tuesday, March 18, 2025, at 6:15 P.M.

DISCUSSION ITEM(S):

EXECUTIVE SESSION:

PUBLIC HEARINGS 7:00 PM None.

CITIZENS TO BE HEARD

ADJOURNMENT

City of New Rochelle
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council
THRU: Wilfredo Melendez, City Manager
FROM: Wilfredo Melendez, City Manager
DATE: February 11, 2025
SUBJECT: 3:45 P.M. - 4:15 P.M. - 2025 CITY MANAGER WORK PLAN

DISCUSSION ITEM

City of New Rochelle
Public Works

MEMORANDUM

TO: Honorable Mayor and City Council
 THRU: Wilfredo Melendez, City Manager
 FROM: Wilfredo Melendez, City Manager
 DATE: February 11, 2025
 SUBJECT: PROPOSED AMENDMENT TO CODE OF THE CITY OF NEW ROCHELLE
 RE: SECTION 312-25, PEDESTRIAN CONTROL - Ordinance amending
 Section 312-25, Pedestrian Control, of Chapter 312, Vehicles and Traffic, of the
 Code of the City of New Rochelle.

Revision of the municipal code section 312-25, Pedestrian Control, is recommended to reflect current pedestrian traffic signal hardware installed by the City in compliance with the National Manual on Uniform Traffic Control Devices (MUTCD), the Americans with Disability Act (ADA), and Public Right of Way Accessibility Guidelines (PROWAG). Older pedestrian signals with WALK/ DON'T WALK text are being replaced with symbolic depictions as indicated below:

Matter [bracketed] deleted.
 Matter underlined added.

§ 312-25 Pedestrian control.

A. Control signals. Whenever pedestrian control signals exhibiting the words WALK[, WAIT] or DON'T WALK, or illuminated symbols of a WALKING PERSON or UPRAISED HAND successively are in operation, such signals shall indicate as follows:

- (1) WALK or WALKING PERSON: Pedestrians facing such signal may proceed across the roadway in the direction of the signal in any marked or unmarked crosswalk. Vehicular traffic shall yield the right-of-way to such pedestrians.
- (2) Flashing [WAIT] UPRAISED HAND or DON'T WALK: Pedestrians facing such signals are warned that there is insufficient time to [cross] begin crossing the roadway. Pedestrians already in the roadway shall proceed to the nearest safety island or sidewalk. Vehicular traffic shall yield the right-of-way to such pedestrians.
- (3) Steady [WAIT] UPRAISED HAND or DON'T WALK: Pedestrians facing such signals are warned not to enter this roadway when the steady [WAIT] UPRAISED HAND or DON'T WALK signal is shown.

LEGISLATION

ORDINANCE AMENDING SECTION 312-25, PEDESTRIAN
CONTROL, OF CHAPTER 312, VEHICLES AND TRAFFIC, OF
THE CODE OF THE CITY OF NEW ROCHELLE.

BE IT ORDAINED by the City of New Rochelle:

Section 1. The Code of the City of New Rochelle, Section 312-25, Pedestrian Control, of Chapter 312, Vehicles and Traffic, is hereby amended as follows:

§ 312-25 Pedestrian control.

A. Control signals. Whenever pedestrian control signals exhibiting the words WALK [, WAIT] or DON'T WALK, or illuminated symbols of a WALKING PERSON or PRAISED HAND successively are in operation, such signals shall indicate as follows:

- (1) WALK or WALKING PERSON: Pedestrians facing such signal may proceed across the roadway in the direction of the signal in any marked or unmarked crosswalk. Vehicular traffic shall yield the right-of-way to such pedestrians.
- (2) Flashing [WAIT] UPRAISED HAND or DON'T WALK: Pedestrians facing such signals are warned that there is insufficient time to [cross] begin crossing the roadway. Pedestrians already in the roadway shall proceed to the nearest safety island or sidewalk. Vehicular traffic shall yield the right-of-way to such pedestrians.
- (3) Steady [WAIT] UPRAISED HAND or DON'T WALK: Pedestrians facing such signals are warned not to enter this roadway when the steady [WAIT] UPRAISED HAND or DON'T WALK signal is shown.

Matter [bracketed] deleted.

Matter underlined added.

City of New Rochelle
Public Works

MEMORANDUM

TO: Honorable Mayor and City Council

THRU: Wilfredo Melendez, City Manager

FROM: Wilfredo Melendez, City Manager

DATE: February 11, 2025

SUBJECT: PROPOSED AMENDMENT TO CODE OF THE CITY OF NEW ROCHELLE
RE: SECTION 301-12, TREES AND SHRUBS, RESPONSIBILITY FOR
TRIMMING - Ordinance amending Section 301-12, Responsibility for
trimming, of Chapter 301, Trees and Shrubs, of the City Code of the City of New
Rochelle.

The Department of Public Works receives numerous complaints regarding overgrown trees and other vegetation in the public Right of Way. It is proposed to amend section 301-12 as noted below to clarify property owner requirements and to aid in enforcement. The following changes are recommended:

Matter [bracketed] deleted.

Matter underlined added.

§ 301-12 Responsibility for trimming.

[Amended 4-15-1986 by Ord. No. 87-1986]

Trees, bushes, or vegetation standing in or upon any public highway or public place and on any lot adjacent to any public highway or public place and having branches/vegetation projecting into the public highway or place shall, under the supervision of the Commissioner of the Department of Public Works, be kept trimmed by the owner or owners, occupant or occupants of the property on or in front of which such [tress]trees, bushes, or vegetation are growing so that the lowest branches of trees shall not be less than [a maximum of 15 feet or a minimum of nine] seven feet [from] above the ground. Bushes and vegetation shall not be more than 3 feet above the ground. The Commissioner may alter vegetation height requirements, if geometric road conditions require it. Said Commissioner, [however,] may allow newly planted trees to remain untrimmed, provided that they do not interfere with persons using the sidewalk, block driver visibility or obstruct the light of any street, electric or other type of light. In case the owner or owners, occupant or occupants shall neglect or refuse to trim such [tree or] trees, bushes, or vegetation on being notified in writing to do so by the Commissioner of the Department of Public Works, [it shall be the duty of said manager] after one week from the date of such written notice, [to cause] the Commissioner may direct the trimming to be done and the cost therefor to be collected from such owner or occupant.

LEGISLATION

ORDINANCE AMENDING SECTION 301-12,
RESPONSIBILITY FOR TRIMMING, OF CHAPTER 301,
TREES AND SHRUBS, OF THE CODE OF THE CITY OF NEW
ROCHELLE.

BE IT ORDAINED by the City of New Rochelle:

Section 1. The Code of the City of New Rochelle, Section 301-12, Responsibility for trimming, of Chapter 301, Trees and Shrubs, is hereby amended as follows:

§ 301-12 Responsibility for trimming.

Trees, bushes, or vegetation standing in or upon any public highway or public place and on any lot adjacent to any public highway or public place and having branches/vegetation projecting into the public highway or place shall, under the supervision of the Commissioner of the Department of Public Works, be kept trimmed by the owner or owners, occupant or occupants of the property on or in front of which such [tress]trees, bushes, or vegetation are growing so that the lowest branches of trees shall not be less than [a maximum of 15 feet or a minimum of nine] seven feet [from] above the ground. Bushes and vegetation shall not be more than 3 feet above the ground. The Commissioner may alter vegetation height requirements if geometric road conditions require it. Said Commissioner, [however,] may allow newly planted trees to remain untrimmed, provided that they do not interfere with persons using the sidewalk, block driver visibility, or obstruct the light of any street, electric or other type of light. In case the owner or owners, occupant or occupants shall neglect or refuse to trim such [tree or] trees, bushes, or vegetation on being notified in writing to do so by the Commissioner of the Department of Public Works, [it shall be the duty of said manager] after one week from the date of such written notice, [to cause] the Commissioner may direct the trimming to be done and the cost therefor to be collected from such owner or occupant.

Matter [bracketed] deleted.

Matter underlined added.

City of New Rochelle
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council
 THRU: Wilfredo Melendez, City Manager
 FROM: Wilfredo Melendez, City Manager
 DATE: February 11, 2025
 SUBJECT: PROPOSED 2025 CITY OF NEW ROCHELLE FLAG CALENDAR -
 Resolution approving the 2025 City of New Rochelle Flag Calendar.

Background:

The City of New Rochelle Flag Display Policy was established under Section 151-3, Policy, of Chapter 151, Flag Display, of the Code of the City of New Rochelle. Under this policy, the following flags are authorized to be flown or otherwise displayed on or over City-owned buildings and property:

- The United States flag, the State of New York flag, the POW/MIA flag, and the City of New Rochelle flag; and,
- Foreign, commemorative or organizational flags displayed in conjunction with official City events or ceremonies may be displayed by resolution of the City Council.

Issue:

Per Section 151-3.B(1) of the City Code, by March 31st of each year the City Council shall meet to review the calendar and propose a slate of flags to be displayed throughout the calendar year which will be consistent with past practices and customs of commemorating certain holidays, nations, civic organizations or groups. The slate of flags and dates shall be presented at a regularly scheduled City Council meeting for public discussion and approval. Each flag on the calendar must include the date of raising and lowering. No flag on the calendar may be flown for more than 30 days. If the City Council does not determine a flag calendar for a given year, the most recently approved calendar shall be repeated as the effective calendar.

Staff has prepared the attached calendar for City Council review and approval as required under the City's Flag Policy.

Recommendation:

Staff recommends that City Council adopt a resolution approving the 2025 City of New Rochelle Flag Calendar.

LEGISLATION

RESOLUTION APPROVING THE 2025 CITY OF NEW ROCHELLE FLAG CALENDAR.

WHEREAS, the City of New Rochelle Flag Display Policy was established under Section 151-3, Policy, of Chapter 151, Flag Display, of the Code of the City of New Rochelle and under this policy, the following flags are authorized to be flown or otherwise displayed on or over City-owned buildings and property:

- The United States flag, the State of New York flag, the POW/MIA flag, and the City of New Rochelle flag; and,
- Foreign, commemorative or organizational flags displayed in conjunction with official City events or ceremonies may be displayed by resolution of the City Council.

WHEREAS, by March 31st of each year the City Council shall meet to review the calendar and propose a slate of flags to be displayed throughout the calendar year which will be consistent with past practices and customs of commemorating certain holidays, nations, civic organizations or groups; now, therefore

BE IT RESOLVED, that the City Council hereby approves the 2025 City of New Rochelle Flag Calendar.

ATTACHMENTS:

1. COW AGENDA 2 11 25 REV ITEM 4 ATTACHMENT

2025 City of New Rochelle Flag Calendar (Flagpole Outside City Hall)			
Purpose: To identify flags that will be flown outside of City Hall on the flag pole that does not fly the US Flag & POW/MIA Flag			
Flag to Be Flown	Reason for Flag Being Flown	Date of Flag Raising*	Date of Flag Lowering**
Pan-African Flag	Black History Month	Friday, February 14, 2025	Friday, February 21, 2025
Republic of Ireland Flag (Tri-Color)	Irish-American Heritage Month	Friday, March 14, 2025	Friday, March 21, 2025
Hellenic Republic (Greece)	Greek-American Heritage Month	Tuesday, March 25, 2025	Tuesday, April 1, 2025
Tree City USA Flag (Arbor Day Foundation)	Arbor Day	Thursday, April 24, 2025	Thursday, May 1, 2025
State of Israel	Jewish-American Heritage Month	Thursday, May 1, 2025	Thursday, May 8, 2025
Republic of Haiti	Haitian-American Heritage Month	Thursday, May 15, 2025	Thursday, May 22, 2025
Intersex-Inclusive Progress Pride Flag	Pride Month (LGBTQ Pride Month)	Monday, June 2, 2025	Monday, June 9, 2025
Juneteenth Flag	Juneteenth	Wednesday, June 18, 2025	Wednesday, June 25, 2025
French Republic (France)	French-American Heritage Month	Friday, July 11, 2025	Friday, July 18, 2025
Federal Republic of Germany	German American Heritage Month	Friday, October 3, 2025	Friday, October 10, 2025
Italian Republic (Italy)	Italian-American Heritage Month	Friday, October 10, 2025	Friday, October 17, 2025
*Flag to be raised at approximately 5 p.m. on the date of flag raising.			
**Flag to lowered at approximately 5 p.m. on the date of flag lowering.			

City of New Rochelle

Development

MEMORANDUM

TO: Honorable Mayor and City Council

THRU: Wilfredo Melendez, City Manager

FROM: Adam Salgado, Commissioner of Development

DATE: February 11, 2025

SUBJECT: PROPOSED AUTHORIZATION TO NEGOTIATE AND EXECUTE LICENSE AGREEMENT - Resolution authorizing the City Manager to enter into an agreement with the New Rochelle Council of the Arts (NRCA) relative to the New Rochelle Transit Center.

BACKGROUND:

Since 2022, the City has utilized the second floor of the New Rochelle Transit Center as a community and business incubator, fostering discussions on innovation, business engagement, and creative placemaking. The New Rochelle Council on the Arts (NRCA) has proposed using this space as a hub for meetings, planning sessions, and events that align with the City's broader vision of integrating the arts into economic development efforts.

By convening artists, stakeholders, and community leaders, NRCA's presence would contribute to ongoing discussions around creative economy initiatives while supporting arts-driven economic development strategies. While some space would be used for materials related to event operations, the primary focus would be on leveraging the venue to engage the public, cultivate partnerships, and enhance New Rochelle's cultural profile.

ISSUE:

As the City continues to position the Transit Center as a key engagement space, it is important to ensure that NRCA's programming complements existing initiatives. A formal agreement should outline expectations regarding event coordination, shared space accessibility, and long-term activation strategies to maximize community benefit. Establishing clear parameters for scheduling and operational responsibilities will help balance NRCA's programming with the City's broader use of the space.

PROPOSAL:

The attached letter proposes an initial license term is for three (3) years. NRCA will clean and maintain the premises and conduct cosmetic changes to the space prior to occupying it.

RECOMMENDATION:

The Department of Development recommends that the City Council adopt a resolution authorizing the City Manager to negotiate and enter into a license agreement with New Rochelle Council on the Arts to use and occupy the commercial space located on the second floor of the New Rochelle Train Station building.

LEGISLATION

RESOLUTION AUTHORIZING THE CITY MANAGER TO
ENTER INTO AN AGREEMENT WITH NEW ROCHELLE
COUNCIL OF THE ARTS (NRCA) RELATIVE TO THE NEW
ROCHELLE TRANSIT CENTER.

WHEREAS, since 2022, the City has utilized the second floor of the New Rochelle Transit Center as a community and business incubator, fostering discussions on innovation, business engagement, and creative placemaking; and

WHEREAS, New Rochelle Council of the Arts (NRCA) has proposed using this space as a hub for meetings, planning sessions, and events that align with the City's broader vision of integrating the arts into economic development efforts; and

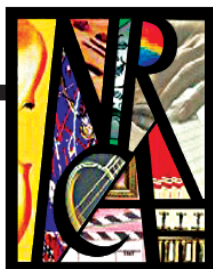
WHEREAS, by convening artists, stakeholders, and community leaders, NRCA's presence would contribute to ongoing discussions around creative economy initiatives while supporting arts-driven economic development strategies with the primary focus on leveraging the venue to engage the public, cultivate partnerships, and enhance New Rochelle's cultural profile; and

WHEREAS, the attached letter proposes an initial license term for three (3) years in which NRCA will clean and maintain the premises and conduct cosmetic changes to the space prior to occupying it; now, therefore

BE IT RESOLVED, that the City Manager is hereby authorized to negotiate and enter into a license agreement with New Rochelle Council on the Arts to use and occupy the commercial space located on the second floor of the New Rochelle Train Station building upon such terms and conditions as shall be satisfactory to the City Manager and approved by Corporation Counsel.

ATTACHMENTS:

1. Letter of Intent



NEW ROCHELLE COUNCIL ON THE ARTS

City Hall 515 North Avenue New Rochelle, NY 10801 www.newrochellearts.org

Theresa Kump Leghorn
President

Lynn Moloshok Green
Vice President

Margaret Chadwick
Recording Secretary

Maddali Paci Atallah
Corresponding Secretary

Karen Keller Selman
Treasurer

Board of Directors

Marisa Boan
Nick Carter
Barbara Davis
Monica Deane
Leslie Demus
Selena Evans
Dave Fabris
Charles Fazzino
Ximena Francella
Zahra Jlayer
Janine Jones
Anthony Paolercio
Christine Ramage
Andi Stix
Mercy Tullis-Bhukari
Catherine White

Advisory Board

Terri Prettyman Bowles
Michael Dandry
Angela Derecas Taylor
Linda Kelly Fauci
Dianne Flagello
Lynn Honeysett
Melissa Panszi Riebe
Jesse Sanchez
Leah Sills
Billie Tucker
Eric Woodlin

Youth Advisory Board

Isaac Evans
Harmony Hopwood

Ex Officio
Vin Parisi

Founding Member
Thea Eichler

Mr. Adam Salgado
Commissioner of Development
City of New Rochelle
515 North Avenue
New Rochelle, NY 10801

January 24, 2025

Re: Letter of Intent

Dear Adam:

The following represents a summary of the New Rochelle Council on the Arts' proposal to the City of New Rochelle regarding the use of the second floor of the transit center as an office. This letter contains nonbinding provisions of understanding between the parties. Unless otherwise explicitly stated, it does not impose any legal obligations on either party.

Our proposal is as follows:

The New Rochelle Council on the Arts (NRCA) seeks approval from the City of New Rochelle (the City) to use the second floor of the train station as an office and meeting space.

The NRCA will use the space to store equipment (such as a laptop and plastic A frame sign holders used to promote our events) and files in the two locked rooms. The shared conference room, kitchenette and bathroom area will be used as a meeting space as agreed upon with the City of New Rochelle. The NRCA will be responsible for cleaning and maintaining the space and any cosmetic changes. The NRCA will work with the City to activate the train station by sponsoring arts events -- such as exhibits and music performances -- for the public during the year. Additionally, the NRCA understands that shared areas of this space are to be made available to other groups upon coordination with the City of New Rochelle

In 2025 the NRCA celebrates its 50th year, and we appreciate the continued support of the City of New Rochelle. Thank you for your consideration of this Proposal.

With best regards,

Theresa Kump Leghorn
President

Attachment: Letter of Intent (3436 : PROPOSED AUTHORIZATION TO NEGOTIATE AND EXECUTE LICENSE AGREEMENT)

City of New Rochelle
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council
 THRU: Wilfredo Melendez, City Manager
 FROM: Wilfredo Melendez, City Manager
 DATE: February 11, 2025
 SUBJECT: PROPOSED CREATION OF YOUTH JUSTICE ADVISORY COMMITTEE -
 Resolution creating the Youth Justice Advisory Committee. Sponsored by
 Mayor Yadira Ramos-Herbert

OVERVIEW:

The Youth Justice Advisory Committee (“YJAC”) will be a permanent committee comprised of a mix of youth and adult stakeholders from New Rochelle with the purpose of:

- Advancing the City’s role in providing support, resources, and instrumental policy ideas for issues that affect Youth Justice in New Rochelle;
- Strengthening relationships within the Youth Justice ECO-system (Equitable Community Outcomes) of New Rochelle. Current members include New Rochelle City Court Opportunity Youth Part, New Rochelle Community Justice Center, City School District of New Rochelle, Choice of NY and the City of New Rochelle; and,
- Elevating youth voices to express ideas, concerns, and solutions towards issues surrounding Youth Justice.

STRUCTURE & APPOINTMENT:

It is suggested that a 15-person committee of community members be appointed by the City Manager. Eight (8) members should be young adults with at least five (5) of the young adults having been impacted by the criminal justice system. Outgoing members of the Justice Ambassadors Youth Council should receive special consideration in selection to the YJAC. The remainder of the YJAC shall be comprised of individuals from the following:

- Three adult community members;
- One staff member from the City of New Rochelle (non-voting);
- One member of the New Rochelle City Council (non-voting);
- One staff member from the City School District of New Rochelle (non-voting); and,
- One member of the New Rochelle Board of Education (non-voting)

The 15-person committee should be comprised of a committed group of individuals with diverse backgrounds who will contribute positively towards the previously mentioned objectives.

The YJAC will meet monthly and will be facilitated by a Chairperson and Vice Chairperson who shall be appointed by the City Manager from the membership.

Appointments shall be for a term of three (3) years.

GOALS:

The primary goals of the YJAC are to enhance public safety in New Rochelle, to provide opportunities for all young people in New Rochelle to reach their potential in life, and to foster intergenerational learning between a range of people across different segments of our New Rochelle community.

The YJAC will present to City Council a minimum of twice per year, with both assessments and proposed solutions.

RECOMMENDATION:

Staff recommends that City Council adopt a resolution authorizing the creation of the Youth Justice Advisory Committee as described in this memo.

LEGISLATION

RESOLUTION CREATING THE YOUTH JUSTICE ADVISORY COMMITTEE.

BE IT RESOLVED, by the Council of the City of New Rochelle, that this City Council hereby establishes the Youth Justice Advisory Committee as follows:

Responsibilities (include, but are not limited to):

- Advancing the City's role in providing support, resources, and instrumental policy ideas for issues that affect Youth Justice in New Rochelle;
- Strengthening relationships within the Youth Justice ECO-system (Equitable Community Outcomes) of New Rochelle. Current members include New Rochelle City Court Opportunity Youth Part, New Rochelle Community Justice Center, City School District of New Rochelle, Choice of NY and the City of New Rochelle; and,
- Elevating youth voices to express ideas, concerns, and solutions towards issues surrounding Youth Justice.

Structure & Appointment

Membership: 15-person committee of community members be appointed by the City Manager. Eight (8) members should be young adults with at least five (5) of the young adults having been impacted by the criminal justice system.

Leadership: Chair and Vice Chair, appointed by the City Manager, from among the membership.

Term: Appointments shall be for three-year terms.